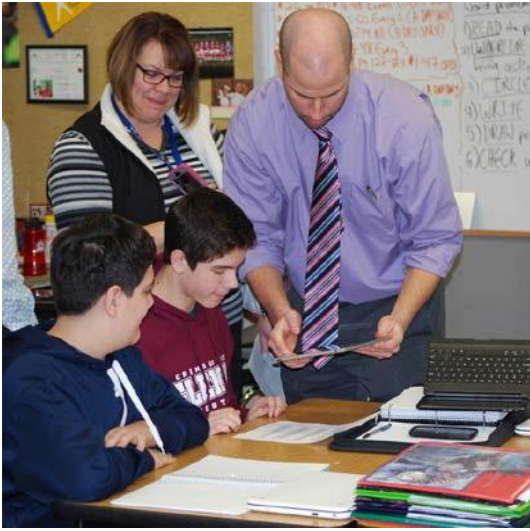




Hillsboro School District 1J

December 8, 2015
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

December 8, 2015

5:15 PM

1. 5:15 p.m. Executive Session
 - ORS 192.660(2)(b)--Consider Employee Discipline or Dismissal
 - ORS 192.660(2)(d)--Labor Negotiator Consultation
2. 6:15 p.m. Work Session
 - A. Budget Process and Priorities 5
Presenter: Mike Scott / Adam Stewart
 - B. Legislative Priorities Overview 6
Presenter: Beth Graser
 - C. Board Discussion Time
 1. OSBA Annual Convention Reports 7
Presenter: Attendees
 2. NSBA Annual Conference Planning 8
Presenter: Wayne Clift
 3. Board Discussion
 - D. Recess Board Meeting
3. 7:00 p.m. Regular Session
Call to Order and Flag Salute
4. Recognition / Student Presentation
 - A. Student Presentation - Century High School Jazz Band
Presenter: Wayne Clift
5. Approval of Agenda
6. Audience Time
7. Reports and Discussion
 - A. Thoughtexchange Report 9
Presenter: Beth Graser
 - B. Pathways to College and Career: Exploration Report 10
Presenter: Travis Reiman
 - C. Division 22 Assurances 11
Presenter: Travis Reiman
 - D. First Reading - 2015-16 Drug, Alcohol, and Tobacco Prevention Plan 12
Presenter: Casey Waletich
 - E. Annual Safety Report (*see written report*) 17
Presenter: Casey Waletich / Michelle Brady
 - F. Financial Report (*see written report*) 21

Presenter: Adam Stewart

8. Consent Agenda

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

- | | |
|---|----|
| A. Approve Minutes of November 17, 2015, Board Meeting | 26 |
| B. Approve Routine Personnel Matters | 32 |
| C. Accept Donations | 33 |
| D. Approve Parent Organization Activities for Liability Insurance Coverage | 34 |
| E. Adopt Planning Calendar for 2016-17 Budget | 39 |
| F. Approve Policy Revisions | |
| <i>The following policies were presented for first reading on November 17, 2015.</i> | |
| 1. Policy GBEC: Drug-Free Workplace; and Policy GBK/JFCG/KGC: Prohibited Use, Possession, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems | 41 |
| 2. Policy JHCD: Nonprescription Medication, and Policy JHCDA: Prescription Medication | 49 |

9. Action Items

- | | |
|--|----|
| A. Vote on Letter of Support for North Hillsboro Industrial Renewal Area
Presenter: Wayne Clift | 54 |
| B. Take Action on Executive Session Topic
Presenter: Wayne Clift | 55 |
| C. Approve 2016-17 School Calendar
Presenter: Debbie Ashley | 56 |
| D. Ratify Agreement with Hillsboro Education Association (HEA)
Presenter: Debbie Ashley | 61 |
| E. Adopt Boundary Adjustment Resolution
Presenter: Wayne Clift | 63 |
| F. Elect Member to the OSBA Board of Directors
Presenter: Wayne Clift | 66 |
| G. Elect Members to the OSBA Legislative Policy Committee
Presenter: Wayne Clift | 67 |

10. NWRES D / HCU / HEA Reports

11. Superintendent's Time

12. Board of Directors' Time

13. 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.)

14. Adjourn Regular Session

15. Next Meetings of the Board of Directors

- January 12, 2016, Work Session
- January 26, 2016, Regular Session

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
BUDGET PROCESS AND PRIORITIES

SITUATION

In preparation for developing the District's 2016-17 budget, the Board will receive an update with the most recent information regarding the 2015-16 budget, and a preview of the 2016-17 budget development process.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
LEGISLATIVE PRIORITIES OVERVIEW

SITUATION

It is customary for the Board of Directors to discuss and approve priorities for upcoming legislative sessions in the fall preceding those sessions. The approved priorities become a working tool for conversations with elected officials from the Hillsboro area, and with legislative leaders in key committee assignments and leadership roles at the state and federal levels. The use of consistent priorities also makes it possible for individual Board members to participate in the process, while maintaining a common voice with their fellow directors.

The advent of short legislative sessions in even-numbered years (35-calendar-day limit) has presented an interesting situation, however. Elected officials are meeting and discussing bills, but the scope of their conversations is much narrower. Also, given the sessions' timing mid-biennium, school funding is not a central issue.

Therefore, staff recommends that the Board review and discuss the legislative priorities that were adopted for the 2015 full session, identifying those that apply to the 2016 short session, and aspects that might need to be modified, removed, or added. In addition, staff recommends that the Board discuss potential priorities for the 2017 full session, because if these can be determined by late spring 2016, they can be used in advocacy efforts over the summer and into fall 2016—when bills for the 2017 session will be drafted.

The Board-adopted priorities for the 2015 full session were:

- Provide stable and adequate funding for K-12 education
- Maintain the current structure of Gain Share
- Streamline the inter-district transfer process
- Clarify, streamline, and support state reporting requirements
- Provide additional funding for any new requirements

RECOMMENDATION

The Superintendent recommends the Board of Directors review the 2015 legislative priorities, and provide input on legislative priorities for the upcoming 2016 and 2017 Legislative Sessions.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
OREGON SCHOOL BOARDS ASSOCIATION
ANNUAL CONVENTION REPORTS

SITUATION

Board members who attended the Oregon School Boards Association annual convention in Portland on November 12-15, 2015, will share highlights of the conference.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
NATIONAL SCHOOL BOARDS ASSOCIATION
CONFERENCE PLANNING

SITUATION

Board members will review cost estimates for attending the 2016 NSBA Annual Conference, and confirm attendance plans.

RECOMMENDATION

The Superintendent recommends the Board of Directors review cost estimates for attending the 2016 NSBA Annual Conference, and confirm attendance plans.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
THOUGHTEXCHANGE REPORT

SITUATION

During this final year of Hillsboro School District's 2011-2016 strategic plan, a new strategic plan is being developed to guide the District's work from 2016 through 2021. Community input is being gathered regarding structuring the next strategic plan to best achieve District goals and ensure alignment with the community's vision of success, and one of the methods being used to gather this input is the Thoughtexchange process. The District's third Thoughtexchange process was launched on Monday, October 5, with a focus on strategic planning. Participants provided responses to the following four questions:

1. What are your thoughts about what should be included in our new strategic plan?
2. We'd like to understand how we can best share the progress of our strategic plan with you. What are your thoughts?
3. How would you describe a successful graduate of the Hillsboro School District?
4. What questions do you have about our strategic planning process?

More than 1,800 people ultimately participated in the process, which first involved people sharing their thoughts, and then involved people assigning stars to the thoughts that best reflected their own points of view.

Common themes and key data points will be shared with the Board tonight, and then will be shared with the broader public via a customized website, where they can view the results for individual schools and the District.

This information will also become reference data for building the next strategic plan over the coming months.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
PATHWAYS TO COLLEGE AND CAREER: EXPLORATION REPORT

SITUATION

During October and November, Hillsboro School District teams visited schools in Washington and Texas that have demonstrated remarkable results for students by implementing innovative strategies. In line with the District's College & Career Pathways Project, the goal of the teams was to gather information regarding career and technical education programming, industry partnerships, dual credit and/or early college models, and the support systems required to dramatically increase graduation rates, post-secondary enrollment, and career success for young people.

This report is intended to provide the Board with a snapshot of the team's learning, and create an opportunity to explore the fundamentals of creating guaranteed and viable pathways for Hillsboro students.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
DIVISION 22, STANDARDS FOR PUBLIC
ELEMENTARY AND SECONDARY SCHOOLS
2015-16 ASSURANCE FORM

SITUATION

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

Following the internal monitoring and report, districts must complete and return to the Oregon Department of Education the annual Division 22 Assurance Form by January 15, 2015. This form provides opportunity to:

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

After a review of Division 22 standards by the appropriate personnel, the Hillsboro School District assures compliance with all associated laws and regulations.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
FIRST READING — 2015-16 DRUG, ALCOHOL, AND
TOBACCO PREVENTION PLAN

SITUATION

District Policy IGAEB directs an annual review and re-adoption of the District's Drug, Alcohol, and Tobacco Prevention programs. This report outlines curricular programs and activities that are provided to students as part of the District's comprehensive Drug, Alcohol, and Tobacco Prevention Plan.

RECOMMENDATION

The Superintendent recommends the Board of Directors review the first reading of the 2015-16 Drug, Alcohol, and Tobacco Prevention Plan.

HILLSBORO SCHOOL DISTRICT 1J 2015-16 DRUG, ALCOHOL, AND TOBACCO PREVENTION PLAN

This report outlines curricular programs and activities that are provided for students as part of the District's comprehensive Drug, Alcohol, and Tobacco Prevention Plan.

DISTRICT HEALTH CURRICULUM

In 2012, the Oregon Department of Education (ODE) revised the Oregon Health Education Standards (OHES). The District is in the process of implementing these new standards Districtwide. During the 2013-14 school year, health teachers across the District came together to discuss the new standards, and plan collaboratively to implement consistent strategies. Work in this area will continue as the standards are adopted.

Prevention is the basis for the national, state, and District standards. The key components for all levels of instruction are as follows:

- Comprehend concepts related to health promotion and disease prevention
- Access valid health information and health-promoting products and services
- Practice health-enhancing behaviors and reduce health risks
- Analyze the influences of culture, media, technology, and other factors on health
- Use interpersonal communication skills to enhance health
- Use goal-setting to enhance health
- Use decision-making skills to enhance health
- Advocate for personal, family, and community health

The District text materials, approved by ODE, support these standards and address drug, alcohol, and tobacco prevention.

The District-adopted "Here's Looking at You 2000" program for grades K through 5 continues to be an important supplement to the adopted health curriculum. This program teaches students useful social skills, such as self-control and resisting peer pressure, with a focus on "gateway" drugs, such as nicotine, alcohol, and marijuana. Education and activities about cocaine and steroids are also provided. "Here's Looking at You 2000" is one of the curricula ODE has listed as effective for drug, alcohol, and tobacco prevention, based on research studies.

Second Steps curriculum is currently being used in elementary and middle schools. Second Steps is a pro-social / emotional curriculum designed to help students learn how to be empathetic, be problem solvers, use impulse control, and manage stress. Lessons are taught by classroom teachers in elementary schools, and health teachers in middle schools. In addition, grades 4 through 8 are exposed to Steps to Respect, which enhances the Second Steps curriculum. This curriculum goes further with peer resistance, harassment, bullying, and anger management.

K-12 PREVENTION ACTIVITIES

The District continues to teach and reinforce substance abuse prevention through a variety of programs outside the regular curriculum.

Care Teams. Care Teams operate as an intervention strategy in grades K through 12 Districtwide. The teams, made up of teachers, counselors, administrators, care coordinators, and school resource officers, identify potential at-risk students, assess the level of risk, and plan interventions. Risk factors include declining grades, erratic attendance, insubordination, frequent disciplinary referrals, disregard for personal appearance, drug talk, and a sudden change in friends. Interventions include parent contact, referral for outside evaluation and counseling, and case management of student progress in school. The link between home, school, and outside resource agencies is an important support for students at risk.

Peer Mediation / Mentoring. This peer-assistance program is available at District high schools, and serves as an informal safety net for students. Peer mediators are identified by students and teachers as individuals to whom students routinely turn for help. These students are provided training in active listening and other communication techniques. The goal of the program is to provide a caring listener for any student who is troubled, is considering using drugs / alcohol / tobacco, or is putting himself or herself at risk. Peer mediators are not trained to solve problems, but rather to refer their peers to qualified adults. Peer mediators have also worked with the Tobacco-Free Coalition of Washington County, and assisted during Red Ribbon Week – the national “Say No to Drugs” campaign.

BLAST / Zone Programs. The District partners with Hillsboro Parks and Recreation (HPR) to provide after-school tutoring, academic support, and recreational activities for students who attend Brookwood, Butternut Creek, Eastwood, Free Orchards, Groner, W. L. Henry, Imlay, Indian Hills, Jackson, Ladd Acres, Lincoln Street, McKinney, Minter Bridge, Mooberry, Orenco, Patterson, Quatama, Reedville, Rosedale, Tobias, and Witch Hazel Elementary Schools. All middle schools participate in the Zone program through HPR. The Zone and BLAST programs include homework support, academic enrichment activities, life skills, and service learning five days per week for approximately 2.5 hours each day.

Family Resource Center. The Family Resource Center is located at the Miller Education Center. It provides information and referral services for a variety of family and student needs, including agencies helping with drug abuse and addiction. The District, Family Resource Center, Oregon Food Bank, and Portland Assistance League work together to provide emergency supplies of food and clothing to local families in crisis. The Family Resource Center has provided face-to-face information, referrals, and/or direct services to families for the past nine years. In addition, families receive assistance over the telephone.

School Resource Officers (SROs). The Hillsboro Police Department and the Washington County Sheriff’s Office provide an ongoing, visible deterrent to drug and

alcohol activity at school. SROs assist in prevention by providing information on drug / alcohol / tobacco use and abuse, both in formal classroom settings and informally, through contact with students at lunchtime, during activities and, upon request, during individual conversations with students. They teach students about the legal consequences of drug / alcohol / tobacco use, and assist in investigations referred to them by school administration. SROs are seen by school staff, parents, and students as effective partners in crime prevention, as well as drug / alcohol / tobacco education providers.

Student Safety Survey. A student safety survey has been administered annually to students to provide data regarding self-reported behaviors with respect to safety and drug / alcohol frequency of use. Results of the survey are used by schools and the District to measure the effectiveness of prevention programs, and the perceptions of students related to drugs and alcohol. In addition, survey information is used to plan future programs to continue reducing student abuse of illegal substances.

The District uses the Oregon Student Wellness Survey and the Oregon Healthy Teens Survey to compare results with other districts and the state. The Oregon Student Wellness Survey (grades 6, 8, 11) is administered in even-numbered years, and the Oregon Healthy Teens Survey (grades 8, 11) is administered in odd-numbered years. The results below are a comparison from the 2015 Oregon Healthy Teens Survey and the 2013 Oregon Healthy Teens Survey.

Category	Middle Grade 8 2013	State Grade 8 2013	Middle Grade 8 2015	State Grade 8 2015	High Grade 11 2013	State Grade 11 2013	High Grade 11 2015	State Grade 11 2015
Tobacco 30-day use	3.3%	3.2%	11.6%	12.3%	9.8%	9.7%	19.8%	23.7%
Alcohol 30-day use	11.4%	13.8	8.7%	11.9%	30.9%	31%	24.7%	29.1%
Marijuana 30-day use	7.9%	9.7	8%	8.8%	22.7%	20.9%	21.7%	19.1%

Standards of Student Conduct and Athletic Handbook. These publications provide specific consequences of the use, possession, or distribution of drugs, alcohol, or tobacco by students at any school site, school-sponsored activity, or school-sponsored sporting event.

Transition Planning. Brown, Evergreen, Poynter, and South Meadows Middle Schools offer transition programs for students entering the seventh grade. WEB (Welcoming Everyone Back) training is led by a cadre of eighth grade students who are trained before the beginning of the school year. The purpose of WEB is to provide a smooth entry into middle school by way of regularly planned activities throughout the year with the same student leaders. WEB training is an extension of the transition activities currently offered at all four high schools, based on the LINK Crew program. LINK Crew is a research-based program to increase student participation, while decreasing

attendance issues and other problems associated with lack of attachment to the school community.

All schools, grades K through 12, are working on greater articulation of transition activities within their feeder-school alignments. The goal is to have seamless transitions between the three school levels and between each grade.

Care Coordinator Program. Care coordinators provide outreach to students and parents when high-risk behaviors have been observed. After conducting an informal assessment, care coordinators provide referral and case management services and psycho-education. Families may be referred to community mental health, drug and alcohol treatment, and/or parent education programs. Care coordinators also lead District Flight Teams in response to school tragedies, and train Flight Team members to identify high-risk students. They coordinate District suicide prevention and intervention activities, including staff awareness trainings, intensive two-day intervention training, and District protocol development. All activities stress the importance of drug and alcohol awareness as related to suicide risk and prevention. Finally, the care coordinators facilitate parenting classes that are open to District parents of students in grades 7 through 12. Topics include communication, positive discipline, and alcohol and drug prevention.

Positive Behavior Intervention Support (PBIS). PBIS is a well-designed, comprehensive, schoolwide system to support students in managing behavior. PBIS focuses on universal instruction and interventions to enhance positive behavior in students. PBIS educates students on consequences of negative behaviors, including substance abuse.

Oregon Adolescent Tobacco Prevention Program: Tobacco is a Drag - No Ifs, Ands or Butts. This is an opportunity for all elementary school students to participate in a 50-minute interactive classroom program on tobacco prevention. This program is sponsored by Pacific University's School of Physician Assistant Studies.

Youth Contact Student Assistance Program. Contracted by the District, Youth Contact provides counseling services for students at all middle and high schools. These counselors work especially with students who have been identified as being at risk of using drugs and/or alcohol, or have used drugs or alcohol and need support to help them stay free from further use. The counselors facilitate support groups, teach students strategies for avoiding risky situations, and reinforce good problem-solving and goal-setting skills. Hundreds of hours of individual and family counseling are provided by Youth Contact counselors.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
ANNUAL SAFETY REPORT

The Safety department strives to improve and build on current safety practices as outlined in the District's Strategic Plan. The District continues to maintain an all-hazards approach to addressing emergencies, and incorporates the four phases of emergency management: mitigation / prevention, preparedness, response, and recovery. The Safety department collaborates with City and County partners to address safety and emergency preparedness, including Safe Schools of Washington County, Hillsboro Student Threat Assessment Team (HSTAT), Safe Kids of Washington County, Local Emergency Manager meetings and Safe Routes to School.

Safety Summit

The Safety Summit is an annual event held in August. Every other year, a larger summit is hosted, and representatives from neighboring schools districts, as well as community partners, are invited. This year, the smaller summit was held for the District administrative team. Topics presented at the summit included:

- Keynote topic – Washington County Prevention Services Team
- Westside Interagency Narcotics (WIN Team) – Sommer Anderson
- Behavior Summit / Cadre
- PACE Boundary Invasion Update
- Student Threat Assessment (HSTAT)
- Flight Team
- Safety Nuts and Bolts – Building Safety Requirements
- Assembling and Training - Building Strike Teams
- Afternoon Session for Assistant Principals and School Resource Officers (SROs) (all administrators welcome)
 - SRO Roles / Assignments
 - Juvenile Department
 - Attendance / Truancy
 - Interviewing Students
 - Search and Seizure
 - Campus Monitor Role

Safe Schools Policy Review and Safety Trainings

The District is fully committed to the health and safety of all faculty, staff, students, and visitors. As part of the District's ongoing program to meet this safety commitment and comply with regulatory requirements, all employees must complete annual safety trainings and policy reviews. This is provided through the SafeSchools web-based service. The following trainings were offered:

- Child Abuse Identification and Intervention in Oregon Schools
- Sexual Misconduct – House Bill 2062

- Bloodborne Pathogens
- Homeless Students - McKinney Vento Act
- Integrated Pest Management - IPM
- FERPA - Confidentiality of Records
- Online Safety Primer - What Every Educator Needs to Know
- District Safety
- Flexible Health and Dependent Care Spending Accounts Acknowledgement
- District Annual Policy Review
- Staff / Student Boundaries
- Acceptable Use Agreement
- Staff Device Use Guidelines
- Staff Personal Use of Medications Guideline
- Policy and Procedures for Animals in Schools

Additional training was offered to District Facilities and Maintenance staff, including: asbestos awareness; back injury and lifting; fire extinguisher safety; ladder safety; safety data sheets; and slips, trips, and falls. The Nutrition Services staff also received the Civil Rights in Food Service training.

Building Safety Inspections

The Safety department and Risk Management department partner with PACE/SDAO to conduct monthly building safety inspections. Hazards and/or safety concerns are identified, and – depending on the severity of the concern – a work order is submitted, or the issue is referred to the building safety team to address.

Indoor Air Quality (IAQ)

Routine indoor air quality checks are performed annually. Each year, the Safety department targets a feeder group and provides testing in each building, targeting a variety of classrooms. Other IAQ testing is done on a case-by-case basis, if there is a specific concern.

Asbestos Program

The District complies with federally mandated Asbestos Hazard Emergency Response Act (AHERA) standards, and completes required monitoring on a regular basis.

Building Safety Practices

Google SEMS Safety Site

A site for schools to store required safety documents, and a place for all staff to search for safety resources, forms, guidelines, and policies related to Safety in the Hillsboro School District. Each building is required to submit the following safety documents:

- Monthly drills, including the following:
 - A monthly fire drill
 - 2 earthquake drills per school year
 - 4 containment drills per school year
- Monthly safety team meeting minutes
- Building hazard audit – twice each year

- Comprehensive School Safety Plan – annually
- Safety team and strike team worksheet – annually

Go Binders

Each school has an office go-binder, and every classroom has a classroom go-binder that contains information that may be needed if there is an evacuation. Staff are instructed to take the go-binder in building evacuations. Contents of the go-binders include student and staff rosters, maps, emergency procedures, medical protocols, student profiles, and attendance sheets.

Strike Teams

Each building forms six emergency teams, or roles, that can be activated, depending on the type of event. The strike teams help fulfill various tasks that help manage the crisis. Building administrators will activate teams, based on the severity of the event and availability of first responders. The six teams include:

- Student Assembly
- Student Release
- First Aid
- Search and Rescue
- Crisis Response (emotional first aid)
- Facility / Security Response

Each strike team has both a team leader and a participant “job action sheet” (JAS) that gives detailed information on what the role and duties are for that team, and allows for “just-in-time” training, if necessary. Each strike team has all the forms they may need if they are activated, as well as a short training module that is available both on the SafeSchools policy review site and the Google SEMS Safety Site.

The Safety team provided additional training this year on strike team activation, and is working with individual buildings to provide staff training opportunities, including table-top exercises involving strike teams.

District Wide Off-Site Parent Reunification Plan

The Safety department will be completing the off-site reunification plan this school year, and a second drill is being scheduled with community law enforcement partners this spring. The off-site plan involves a detailed plan, utilizing all non-essential District office staff.

CPR and First Aid Program

Per OSHA guidelines, each building has a response team of no less than six members who are trained to respond to CPR and first aid emergencies. The Safety department offers Medic First Aid training throughout the year for response team members.

Hillsboro Student Threat Assessment Team (HSTAT)

Purpose

The Hillsboro School District Student Threat Assessment and Safety Management System constitutes a comprehensive and systematic approach to investigate and

assess students who are engaged in or exhibiting behaviors implying aggression or violence directed at other people.

This system combines the use of investigative information-gathering strategies with “targeted violence” related questions. The purpose is to collect data to help make an informed judgment about a student’s level of safety towards others, and to identify risk factors surrounding a student’s behavior. The collected data guides the development and implementation of a Student Safety Management Plan.

Goals

1. To provide a protocol to assess threats of potentially harmful behaviors, risk factors, and action required to support school safety.
2. To provide a multi-level system that can mobilize broader community responses and resources to help facilitate the development and implementation of safety monitoring and management plans.
3. To develop and maintain a sense of safety among students, teachers, staff, and parents/guardians.

This system and its forms are not to be used without training by an approved Hillsboro School District Level Student Threat Assessment Team (STAT) member.

It is the District’s expectation that all schools have a school-based Student Threat Assessment Team (STAT), consisting of an administrator, SRO, plan manager (who will be responsible for case management), and one or more trained individuals.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
FINANCIAL REPORT

Business Office. The Business Office supports District staff through department- and building-level training in accounts payable, payroll, employee benefits, grant coordination, and risk management. Staff are currently working with Tyler Technology to implement Infinite Visions version updates and extended software to maximize the business information systems that are in place. A focus group from Human Resources, Technology Services, and the Business Office are developing a plan to convert to paperless workflows for hiring and staffing changes. A Tyler Technologies representative will be on-site for a week in January to conduct training and to assist with rolling out the Employee Self-Service web portal.

For the next several weeks, two high school interns will be working in the Business Office, through the Hillsboro Chamber of Commerce School-to-Work program. It is a privilege to provide positive support to District students.

Finance Team – Banking and Accounts Payable. In early 2016, the District's new Finance Manager, who will be hired to fill the position that is currently vacant, will assist with restructuring Business Office staff responsibilities to accommodate workflows, while maintaining internal controls.

The Grove, Mueller, Swank, PC audit team has completed its audit of the 2014-15 fiscal year. The Finance team is finalizing the 2014-15 Comprehensive Annual Financial Report (CAFR).

Benefits Team. The Benefits team has been monitoring developments with the Oregon Educators Benefit Board (OEBB), and working with union leaders on the Benefits Advisory Committee, to maximize access to employee benefit programs. The next Benefits Advisory Committee meeting will feature a District-level Employee Wellness Report and a review of the Employee Assistance Program (EAP) that is available to all staff members.

The OEBB dependent eligibility verification audit ended October 31, 2015. OEBB has terminated benefits for dependents of staff who did not provide the required Dependent Eligibility Verification (DEV) documentation to OEBB by the deadline.

The Affordable Care Act (ACA) annual reporting requirement for large employers went into effect in 2015. The Benefits team is preparing data systems to comply with the new ACA reporting requirements.

Payroll Team. The Payroll team collaborates with the Employee Benefits team to process recent hires and paycheck deduction adjustments due to late enrollment in District health plans. Dependent benefits that were terminated for staff who did not meet the DEV deadline created additional work for the Payroll team in November, as they entered paycheck adjustments, changing these benefit deductions from tiered dependent-benefit rates to employee-only rates.

The Payroll and Benefits teams have been working closely together to prepare for the new ACA reporting requirements. The Payroll team prepares and mails W-2s to employees each

January. Beginning with the 2015 tax year, the ACA requires large employers to prepare an additional form for employees, IRS form 1095-C, with information about the health insurance coverage the employer offers its employees. The Payroll team will combine employees' W-2s and 1095-Cs into one envelope and mail them to the mailing addresses listed in the Infinite Visions portal.

Grants. Grants Manager Jeff Jones worked with program staff to develop budgets, and entered them into the financial data system for monitoring. Mr. Jones also developed a mechanism for charging contract substitutes on a contract basis across appropriate funds and functions.

As the finance manager position remained vacant through November, Mr. Jones continued as the point of contact for the auditors regarding the preparation of the CAFR.

Risk Management. Risk Manager Leah McCarthy has been working closely with Michelle Brady, the District's Safety & Emergency Preparedness Manager, completing building walkthroughs and improving safety protocols. This proactive approach to minimizing incidents is appreciated by the District's building staff and insurance providers. Additionally, Ms. McCarthy has developed an internal website that includes resources, and enables staff members to complete electronic incident reports.

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 numbers in the table below reflect workers' compensation claims reported in October 2015.

The District received 8 workers' compensation claims in October 2015. As of October 31, 2015, there are 33 open claims; 17 are for medical costs only, and 16 include time loss. There were 2 employees on modified work plans during October.

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	
December	7	6	
January	9	16	
February	4	6	
March	7	11	
April	8	8	
May	5	11	
June	2	8	
Yearly Total:	57	101	23

Student Accident Report. There were 17 student accidents reported in November (as of November 13, 2015).

Student Incident Reports			
	2013-14	2014-15	2015-16
July	0	4	0
August	10	1	0
September	141	83	104
October	190	67	99
November	96	59	17
December	87	55	
January	88	92	
February	66	95	
March	47	76	
April	117	98	
May	73	97	
June	21	36	
Yearly Total:	936	763	220

Vehicle Accidents – November 2015. There was 1 bus accident in November (as of November 13, 2015).

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
MONTHLY FINANCIAL REPORT - as of November 13, 2015

	1st Quarter Actual	October Actual	November Actual	2nd Quarter Actual	Fiscal YTD 2015-16	Budget 2015-16	% of 2015-16 Budget Expended	2014-15 Fiscal YTD	% of 2014-15 Budget Expended
Revenues									
Taxes	\$127,260.87	\$105,086.23	\$0.00	\$105,086.23	\$232,347.10	\$60,936,410.00	0.38%	\$55,279,303.64	100.31%
Interest	\$52,288.99	\$45.07	\$0.00	\$45.07	\$52,334.06	\$284,034.00	18.43%	\$108,625.84	43.45%
Local Sources	\$144,251.83	\$5,879.02	\$9,456.56	\$15,335.58	\$159,587.41	\$1,703,297.00	9.37%	\$731,186.14	65.58%
Total Local	\$323,801.69	\$111,010.32	\$9,456.56	\$120,466.88	\$444,268.57	\$62,923,741.00	0.71%	\$56,119,115.62	99.37%
County/ESD	\$971,666.67	\$0.00	\$0.00	\$0.00	\$971,666.67	\$4,484,632.00	21.67%	\$3,570,456.08	476.06%
State Sources	\$40,118,362.26	\$10,034,507.00	\$0.00	\$10,034,507.00	\$50,152,869.26	\$123,313,242.00	40.67%	\$66,669,178.04	70.21%
Federal Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other Sources	\$473.86	\$0.00	\$620.00	\$620.00	\$1,093.86	\$0.00	0.00%	\$1,127.00	0.02%
Beginning Balance	\$17,604,269.16	\$0.00	\$0.00	\$0.00	\$17,604,269.16	\$16,659,380.00	105.67%	\$14,456,891.66	153.89%
Total Revenue	\$59,018,573.64	\$10,145,517.32	\$10,076.56	\$10,155,593.88	\$69,174,167.52	\$207,380,995.00	33.36%	\$140,816,768.40	82.71%
Expenditures									
Instruction									
Salaries	\$5,823,585.77	\$5,965,250.83	-\$7,337.96	\$5,957,912.87	\$11,781,498.64	\$74,917,802.72	15.73%	\$22,583,907.65	37.25%
Benefits	\$2,612,738.05	\$2,714,823.99	\$100.62	\$2,714,924.61	\$5,327,662.66	\$32,837,805.45	16.22%	\$11,399,896.14	36.95%
Purchased Service	\$654,099.63	\$197,528.15	\$167,383.00	\$364,911.15	\$1,019,010.78	\$3,507,293.65	29.05%	\$1,250,250.14	47.70%
Supplies/Materials	\$323,902.92	\$212,250.67	\$45,780.08	\$258,030.75	\$581,933.67	\$1,950,893.70	29.83%	\$739,048.89	45.43%
Capital Purchases	\$461.25	\$0.00	\$0.00	\$0.00	\$461.25	\$0.00	0.00%	\$0.00	0.00%
Other	\$74,482.73	\$18,316.00	\$2,325.00	\$20,641.00	\$95,123.73	\$207,495.55	45.84%	\$157,341.12	120.58%
Total Instruction	\$9,489,270.35	\$9,108,169.64	\$208,250.74	\$9,316,420.38	\$18,805,690.73	\$113,421,291.07	16.58%	\$36,130,443.94	37.69%
Support Services									
Salaries	\$6,044,334.98	\$3,006,377.52	\$6,711.76	\$3,013,089.28	\$9,057,424.26	\$36,613,507.95	24.74%	\$14,506,700.79	47.99%
Benefits	\$3,090,184.11	\$1,564,444.35	\$13,993.93	\$1,578,438.28	\$4,668,622.39	\$20,437,576.32	22.84%	\$8,162,301.88	48.01%
Purchased Service	\$3,821,234.81	\$1,407,639.79	\$572,260.34	\$1,979,900.13	\$5,801,134.94	\$13,509,913.10	42.94%	\$7,321,844.48	62.96%
Supplies/Materials	\$2,259,020.74	\$871,719.29	\$59,592.37	\$931,311.66	\$3,190,332.40	\$6,265,759.18	50.92%	\$2,672,626.80	48.88%
Capital Purchases	\$43,303.46	\$492,709.12	\$82,601.86	\$575,310.98	\$618,614.44	\$184,414.00	335.45%	\$9,014.25	3.89%
Other	\$1,166,078.02	\$1,782.25	\$6,815.23	\$8,597.48	\$1,174,675.50	\$1,369,321.56	85.79%	\$1,252,635.87	97.19%
Total Support	\$16,424,156.12	\$7,344,672.32	\$741,975.49	\$8,086,647.81	\$24,510,803.93	\$78,380,492.11	31.27%	\$33,925,124.07	51.52%

<i>Expenditures (continued)</i>	1st Quarter Actual	October Actual	November Actual	2nd 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	\$20,162.45	\$0.00	\$20,162.45	\$65,115.40	\$238,396.08	27.31%	\$96,140.10	45.62%
Benefits	\$20,228.38	\$9,718.65	\$0.00	\$9,718.65	\$29,947.03	\$140,340.24	21.34%	\$56,894.84	46.86%
Purchased Service	\$9,102.74	\$15,202.70	\$28,318.68	\$43,521.38	\$52,624.12	\$22,588.19	232.97%	\$11,033.78	22.66%
Supplies/Materials	\$1,077.98	\$0.00	\$0.00	\$0.00	\$1,077.98	\$4,540.37	23.74%	\$1,299.20	12.27%
Capital Purchases	\$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	\$814.12	0.00%	\$700.00	0.00%
Total Community Services	\$75,362.05	\$45,083.80	\$28,318.68	\$73,402.48	\$148,764.53	\$406,679.00	36.58%	\$166,067.92	42.42%
Capital Projects									
Purchased Service	\$17,447.86	\$2,461.36	\$0.00	\$2,461.36	\$19,909.22	\$0.00	0.00%	\$21,045.57	0.00%
Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Total Capital Project	\$17,447.86	\$2,461.36	\$0.00	\$2,461.36	\$19,909.22	\$0.00	0.00%	\$21,045.57	0.00%
Debt Service Payment	\$46,775.00	\$0.00	\$0.00	\$0.00	\$46,775.00	\$848,213.82	5.51%	\$349,590.62	66.22%
Transfers	\$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	\$13,824,319.00	0.00%	\$0.00	0.00%
Total Expenditures	\$26,053,011.38	\$16,500,387.12	\$978,544.91	\$17,478,932.03	\$43,531,943.41	\$207,380,995.00	20.99%	\$70,592,272.12	41.46%

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

November 17, 2015

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

1. **5:15 p.m. Executive Session**

ORS 192.660(2)(d)—Labor Negotiator Consultation

Board Present:

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

Staff Present:

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

Board Chair Wayne Clift called the meeting to order at 5:16 p.m., and moved the Board into executive session under ORS 192.660(2)(d)—labor negotiator consultation. The Board discussed labor negotiations; no action was taken. Board Chair Clift moved the Board out of executive session, and recessed the meeting at 5:34 p.m.

2. **5:30 p.m. Work Session**

Board Present:

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

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Debbie Ashley, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Vince O'Rourke, Technology Support

Others Present:

Ed Bartholomy
Desi Kurtz
Devin Hunter, HCU
Maureen Barnhart, HEA
Jill Golay, HEA
Kathy Fuller, Hillsboro Tribune

Board Chair Wayne Clift called the meeting to order at 5:34 p.m.

- a. AdvancED Accreditation Activity
Assistant Superintendent Travis Reiman presented a report on the AdvancED process for Districtwide accreditation, and requested that Board members provide input to be included in the District's internal review.
- b. Strategic Planning – 2016-2021
Director of Communications Beth Graser presented a draft process and timeline for developing the District's 2016-2021 Strategic Plan. Board members discussed the relationship between the strategic planning process, the budget development process, and the District's five-step reinvestment plan. Superintendent Scott explained that the draft process / timeline was designed to serve as a roadmap, with input gathered throughout the process. The consensus of the Board was to support moving forward with the proposed 2016-2021 Strategic Plan process and timeline.
- c. Boundary Adjustment Discussion
Board Chair Wayne Clift presented the boundary adjustment recommendation of the Hillsboro and Beaverton School Districts' joint boundary adjustment work group, and described the process of developing the recommendation. Board members discussed the merits of the recommendation, and their concerns, and requested additional information. The recommendation, which is included in the Board packet, is scheduled for first reading during the November 17 Board meeting regular session, and for action during the December 8 Board meeting regular session.
- d. Board Discussion Time
 - 1) North Hillsboro Industrial Renewal Area
Board members discussed whether to support the North Hillsboro Industrial Renewal Area in a public letter. After considering various aspects of the matter, it was decided that Director Lisa Allen will draft a letter of support, to be presented to the Board during the December 8 Board meeting.
 - 2) Board Discussion
Board members provided brief summaries of their recent activities, and discussed District events and processes.
- e. Recess Board Meeting
The meeting was recessed at 6:56 p.m.

7:00 p.m. Regular Session

Board Present:

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

Others Present:

Irma Alonso
Marisol Cariño
Stephanie Clift
Heriberta Diaz
Mary Carmen Gaona
Elizabeth Garcia
Coleen Garrett
James Gleason
Laura Gomez
Bill Kness
Begoña Rodriguez Liern
Katie Willis
Chris Willis
Devin Hunter, HCU
Maureen Barnhart, HEA
Jill Golay, HEA
Kathy Fuller, Hillsboro Tribune

Staff Present:

Mike Scott, Superintendent
Travis Reiman, Assistant Superintendent, Academic Services
Debbie Ashley, Chief Human Resources Officer
Adam Stewart, Chief Financial Officer
Grant Corliss, Executive Director, Elementary Education
Elaine Fox, Executive Director, Student Services
Casey Waletich, Executive Director, Facilities, Safety, Operations
Ted Zehr, Executive Director, Secondary Education
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Carol Hatfield, Director, Transportation Services
Cindy Longway, Director, Nutrition Services
Martha Guise, Principal, Century High School
Denise Siems, District Nurse
Val Bokma, Assistant to the Board
Laurie Boyd, Assistant to the Superintendent
Sindy AvilaGutierrez, Parent and Community Engagement Liaison
Martha Mendez Bolanos, Migrant Home School Consultant
Vince O'Rourke, Technology Support

3. **Call to Order and Flag Salute**

Board Chair Wayne Clift reconvened the meeting at 7:08 p.m., and led the Pledge of Allegiance.

4. **RECOGNITION / STUDENT PRESENTATION**

Recognition – Sonrise Church: Pastor James Gleason, and Volunteer Coordinators Coleen Garrett and Katie Willis

Sonrise Church members Katie Willis and Coleen Garrett, Pastor James Gleason, and the church congregation were recognized for their invaluable service to the District, and their ongoing generosity. Ms. Willis and Ms. Garrett share the District's volunteer coordinator position, connecting students and staff in need with groups that can assist them. They also help coordinate District events, assist with student art displays, and distribute school supplies and other donations. This part-time volunteer coordinator position was offered to the District by Pastor James Gleason in 2012.

5. Approval of Agenda

Director Kim Strelchun MOVED, SECONDED by Director Lisa Allen, to approve the agenda. The MOTION CARRIED (7-0).

6. Audience Time

Two requests to address the Board were received:

- Bill Kness discussed the Thoughtexchange surveys, and asked how the data is being used.
- Stephanie Clift suggested a revision to the draft 2016-17 school calendar.

7. REPORTS AND DISCUSSION

a. Migrant / Bilingual / English Language Learner Programs – Parent Advisory Council Report

Leaders of the District's Parent Advisory Council (PAC) for Migrant / Bilingual / English Language Learner programs reported on their goals and activities for the current school year.

b. First Reading – Boundary Adjustment Recommendation

Board Chair Wayne Clift presented for first reading a boundary adjustment resolution, based on the unanimous recommendation of the Hillsboro and Beaverton School Districts' joint boundary adjustment work group. Board Chair Clift outlined the process and criteria used to develop the recommendation, and expressed appreciation for the feedback that was provided throughout the process. He reported that the Beaverton School District Board of Directors discussed the recommendation during their meeting on the previous evening, and that both districts' Boards of Directors are scheduled to take action on the recommendation in December.

c. First Reading – 2016-17 School Calendar

Assistant Superintendent Debbie Ashley presented for first reading a draft 2016-17 school calendar, with a school start date of September 6. She reported that the majority of community and staff members who responded to the District's calendar survey prefer to have school begin after Labor Day, and she responded to Board members' questions regarding the implications of other potential calendar variations. As a result of this discussion, staff will explore additional calendar options to present during the December 8 Board meeting.

d. Support Services Annual Report (see written report)

Chief Financial Officer Adam Stewart presented the Support Services Annual Report. This report is included in the Board packet.

e. Local Wellness Program Assessment (see written report)

Chief Financial Officer Adam Stewart presented the Local Wellness Program Assessment Report, and explained that the Oregon Department of Education requires an annual evaluation of the District's wellness program. The report is included in the Board packet.

f. Risk Management Annual Report (see written report)

Chief Financial Officer Adam Stewart presented the Risk Management Annual Report. This report is included in the Board packet.

g. Strategic Plan Performance Update

District administrators reported on Strategic Plan focus area accomplishments through October 2015. The report is available on the District's website.

h. Financial Report (see written report)

Chief Financial Officer Adam Stewart presented the monthly financial report, explaining that month-end cash flow information was not included in the report, due to the early timeline for November Board meeting packet materials. This report is included in the Board packet.

i. 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 GBEC: Drug-Free Workplace; and Policy GBK/JFCG/KGC: Prohibited Use, Possession, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems

Assistant Superintendent Debbie Ashley presented for first reading policy GBEC: Drug-Free Workplace; and policy GBK/JFCG/KGC: Prohibited Use, Possession, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems. The policy revisions are included in the Board packet, and are scheduled for Board approval on December 8.

2) Policy JHCD: Nonprescription Medication, and Policy JHCDA: Prescription Medication

Executive Director Elaine Fox presented policy JHCD: Nonprescription Medication, and policy JHCDA: Prescription Medication for first reading. The policy revisions are included in the Board packet, and are scheduled for Board approval on December 8.

8. CONSENT AGENDA

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

Director Erik Seligman MOVED, SECONDED by Director Glenn Miller, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

- a. Approve Minutes of October 13, 2015, Board Meeting
- b. Approve Minutes of October 27, 2015, Board Meeting
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Approve Policy Revisions

The following policies were presented for first reading on October 27, 2015:

- 1) Policy GBE: Staff Health and Safety
- 2) Policy EFA: Local Wellness Program; Policy EFAA: District Nutrition and Food Services; and EFAA-AR: Reimbursable School Meals

9. NWRESH/HCU/HEA Reports

HEA President Maureen Barnhart discussed parent conferences and the importance of smaller class sizes.

HCU President Devin Hunter discussed the impact of school boundaries on the lives of students and their families, and the importance of opportunities for regular communication between classified staff members and their supervisors.

10. Superintendent's Time

Superintendent Mike Scott discussed recent District events.

11. Board of Directors' Time

Board members provided brief summaries of their recent and upcoming activities.

12. Follow-Up Items

Request	Action
• Boundary Adjustment Discussion ○ Additional cost information ○ Share public feedback between Hillsboro and Beaverton School Districts	○ Provided in a Board update ○ Information is being shared
• College and Career Exploration Report	• Will be presented during a future meeting
• Explore additional calendar options	• Will be presented in December

13. Adjourn

The meeting was adjourned at 9:14 p.m.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

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

Arturo Lomeli

Assignment: High School Principal
Location: Hillsboro High School
Effective Date: December 2, 2015

- B. Approve the employment of the following administrative personnel in the 2015-16 school year.

Louis Bailey

Assignment: High School Principal
Location: Hillsboro High School
Effective Date: November 30, 2015

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
ACCEPT GIFTS AND DONATIONS
(as of November 13, 2015)

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 \$50,000 from The Biel Fund to Evergreen Middle School to be used for general education.

RECOMMENDATION

The Superintendent recommends the Board of Directors accept this donation.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
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. However, during the next several months, as a streamlined reporting process is being developed, information may be provided more frequently.

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

October 2015 - June 2016		
School	Name of Organization	Description of Activity
Butternut Creek	PTC - Parent Teacher Club	PTC monthly meetings
		Carnival/Bingo Night
		Family Movie Night
		Family Game Night
		Father/Daughter Dance
		Family Fitness Night
		Auction/Bingo Night
Farmington View	Bobcat Boosters	Monthly Meetings
		Family Dodgeball Night
		Bingo Night
		Daddy/Daughter Dance
Ladd Acres	PTA	Ice Cream Social
		Fundraising Fun Run
		Movie Nights
		Community Garden
		PTA Meetings
		Carnival
		Bazaar
Mooberry	Mooberry Community Corral	Ground Cleanup
		Holiday Bazaar
		Bingo Night
Orenco	Orenco Booster Club	Canned Food Drive
		McTeacher Night
		Muffins with Mom
		Penguin Patch Holiday Shop
		Monthly Meetings
		Donuts with Dad
		Family Fun Night
		Spring Book Fair
		Jog-a-Thon
		Family Dine Out Fundraiser
		Jog-a-Thon Winners Lunch
		Field Day - Run
Quatama	Coyote Community Club	Family Fun Night
		Coyotes on the Run
		Muffins with Mom
		Donuts with Dad
		Reading Olympics (Dr. Seuss Week)
		Yearbook/CPR Night
		Monthly meetings

Parent Organization Activities

October 2015 - June 2016

School	Name of Organization	Description of Activity
Patterson	Patterson Booster Club	Panther Dash
		Dads and Doughnuts
		Movie Night
		Panther Splash @ SHARC
		Dinner Dance & Auction
		Restaurant Night @ Burgerville
		Bingo Night
		Moms and Muffins
		Field Day
		Booster Club monthly meetings
Tobias	PTO	Monthly Board Meetings
		Monthly PTO Meetings
		Fall Book Fair
		Holiday Bazaar
		Family Movie Night
		G.E.A.R. Night (family literacy night)
		After School Clubs
		Retro Dance
		Screen Free Week
		Spring Book Fair
WV McKinney	PTO	Family Movie Night
		Moms and Muffins
		Family Bingo Night
		Dads and Doughnuts
		End of the School Year Celebration
		Monthly Meetings
		McTeacher Night
		Spring Cookie Dough Fundraiser
West Union	West Union Community Club	Monthly Meetings
		Mother/Son Night
		Carnival
		Father/Daughter Dance
Witch Hazel	PTA	Monthly Meetings
		Dads and Doughnuts
		Bingo Night
		Moms and Muffins
		Bookfair

Parent Organization Activities

October 2015 - June 2016		
School	Name of Organization	Description of Activity
Century High School	Booster Club	Monthly Meetings
		Fundraising at Basketball Games
		Fundraising at Football Games
		Freshman Night in Spring
		Back-to-School Night
		Harvest Bazaar
Glencoe High School	PTO	Fine Arts Week
		Spring Conference Staff Dinner
		Spring Conference Staff Breakfast
		Veterans Remembrance Day
		Senior Prom
		Senior BBQ
		Incoming Freshman Night
		GHS Career Center
		Senior Project Night
		Senior Receptions & Slide Show
		GHS Plant Sale
		GHS Track & Field
		Teacher Wish List
		PTO Monthly Meetings
		Academic Planning Night
		Battle of the Bandz/Talent Show
		Tide Store Sales to Evergreen
		Tide Store Open at Games or Tournaments
		Tide Store weekdays
	PTO Grad Party Committee	Senior All-Night Grad Party
		Senior Grad Party Check-In
		Grad Party Committee Monthly Meetings
		Furrow Farm Tree (fundraiser)
		Project Sole (fundraiser)
		Grad Party Garage Sale (fundraiser)

Parent Organization Activities

October 2015 - June 2016		
School	Name of Organization	Description of Activity
Hillsboro High School	HBBA (Hillsboro Band Boosters Association)	Monthly meetings
		Band Concerts/Parades (Macy's & Rose Festival)
		Bend Festivals
		Jazz Competitions
		Symphonic Competitions
		Jazz at the Venetian
		League Jazz Festival
		Winter Band Concert
		HSD High School Band Festival
		HSD All-School Band Festival
		Winter Percussion Events
		Band Concerts/Parades (Macy's & Rose Festival)
		State Qualifying Symphonic Competitions
		State Band Championships
		Starlight Parade
		Grand Floral Parade
		All Fundraising Opportunities
		Chaperoning Field Trips
		League Band Festival
Liberty High School	Liberty Community Club	Monthly Meetings

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
ADOPT PLANNING CALENDAR FOR 2016-17 BUDGET

SITUATION

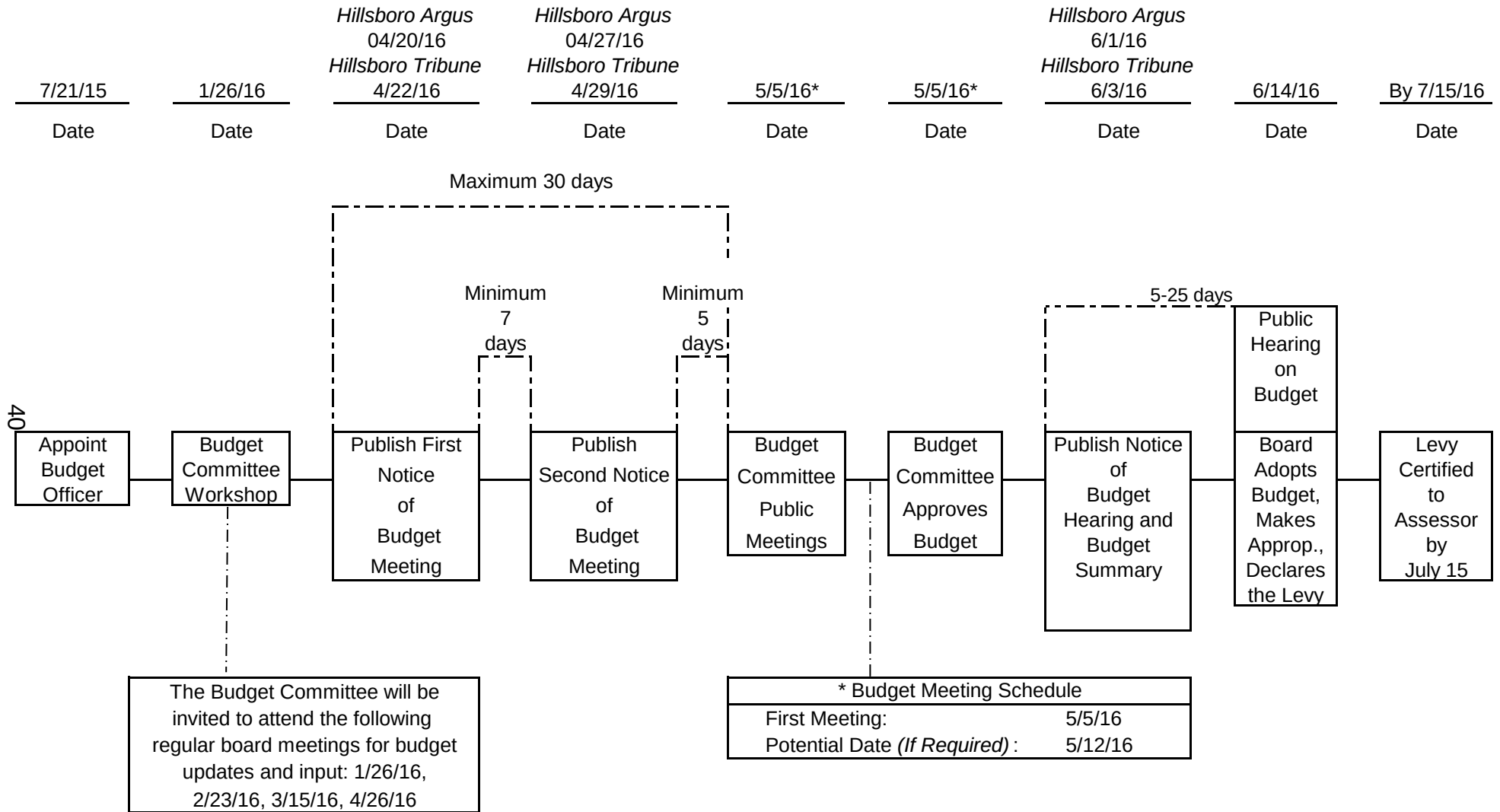
Each year, the Board of Directors adopts a budget planning calendar for the upcoming year, in accordance with ORS 294.305-294.565 and Board policy DBC. The administration will prepare the 2016-17 Proposed Budget, which will be presented at the Budget Committee meeting on May 5, 2016. Provision has been made for an additional meeting on May 12, 2016, if needed. The calendar provides for the Public Hearing and Board actions to be taken during the regular June 14, 2016, Board meeting.

RECOMMENDATION

The Superintendent recommends the Board of Directors adopt the proposed Planning Calendar for the 2016-17 Budget.

HILLSBORO SCHOOL DISTRICT 1J

PROPOSED PLANNING CALENDAR - 2016-17 BUDGET



HILLSBORO SCHOOL DISTRICT 1J

December 8, 2015

APPROVE REVISIONS TO POLICY GBK/JFCG/KGC: PROHIBITED USE, POSSESSION, DISTRIBUTION, OR SALE OF TOBACCO PRODUCTS AND INHALANT DELIVERY SYSTEMS; AND POLICY GBEC: DRUG-FREE WORKPLACE

SITUATION

House Bill 2546 addresses “inhalant delivery systems,” amending laws regarding the sale of tobacco products to minors, and the use, distribution, or possession of tobacco products by minors, so that those laws also apply to inhalant delivery systems. School and working environments must be free of tobacco products and inhalant delivery systems; and smoking, aerosolizing, and vaporizing are prohibited on any school property, including parking lots, by any student, staff member or visiting member of the public. The new legislation becomes effective on January 1, 2016.

In order to align District policies with these new legal requirements, the Oregon School Boards Association (OSBA) recommends that the District’s previous staff policy GBK: Tobacco / Alcohol / Controlled Substance Use be revised, so that it addresses only tobacco products and inhalant delivery systems, and applies not only to staff, but also to students, and members of the public. OSBA recommends that staff requirements regarding alcohol and other controlled substances, previously included in District policy GBK, be moved to policy GBEC: Drug-Free Workplace.

These policy revisions were presented for first reading on November 17, 2015. No public comments or questions were received during the review period.

RECOMMENDATION

The Superintendent recommends the Board of Directors approve the revisions to policy GBK/JFCG/KGC: Prohibited Use, Possession, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems; and policy GBEC: Drug-Free Workplace.

Drug-Free Workplace*

The District believes that illegal use of alcohol and other drugs is a problem that dramatically affects the physical, social, and emotional health of the individual, the family, and our educational system.

The District believes that school employees are responsible for acting as role models for students and as representatives to the community of the District's commitment to combat drug and alcohol abuse.

In order to ensure the highest standards of learning, safety, health, and well-being for students and employees, the District endorses substance abuse policies which help students and employees avoid alcohol and other drug use.

The District will take corrective disciplinary actions when necessary, and may recommend appropriate aftercare. Aftercare will not be incumbent upon the District.

This policy applies to all employees, including the employees of contractors.

1. Responsibilities Regarding Drugs and Alcohol in the Workplace:

The following conduct is strictly prohibited and will subject an employee to immediate discipline, up to and including immediate termination:

- a. No District employee shall unlawfully manufacture, buy, sell, transport, distribute, dispense, possess, and/or use, or be under the influence of intoxicants, including alcohol, or illegal drugs, or controlled substances, as defined by law, in the workplace, while on District property, during work hours (including meal periods), while assigned to extra duty or special projects, including those held after or in addition to regular school hours, and while driving between work sites during the work day, in either a District-supplied vehicle or a vehicle supplied by the employee.
 - (1) "Drugs" shall include any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or other controlled substance as defined in schedules I through V of Section 202 of the controlled substance act (21 U.S.C 8120 and as further defined by regulation at 21 C.F.R 1308.11-1308.15). Alcohol shall include any form of alcohol for consumption, including beer, wine, wine coolers, or liquor.
 - (2) "Workplace" shall mean the site of the performance of work done for the District. This includes any District building or District building premises, any District-owned vehicle, or any other District-approved vehicle (including the employee's own vehicle) while used to transport students off school property during any District-sponsored or District-approved activity, event, or function,

such as a field trip or athletic event, where students are under the jurisdiction of the District.

- (3) The legal/medical use of controlled substances ~~is~~ may be exempt from this policy.
- b €. No District employee shall knowingly sell, market, or facilitate the sale, use, or distribution of steroid or performance enhancing substances to Grades K-12 students, or knowingly endorse or suggest the use of such substances.
- c. An individual is considered to be "under the influence of alcohol, intoxicants, and/or a controlled substance" when, in the District's determination, based upon the supervisor's observations and testing conducted by and interpreted by trained medical personnel, the controlled substance, alcohol, or intoxicant is deemed to be at a level that may impair the individual's ability to safely and/or efficiently perform assigned work, or prevent the employee from presenting a positive role model to students.
- d. If the District has reasonable suspicion that an employee is under the influence of intoxicants, including alcohol or any controlled substance, the District will require the employee to submit to immediate testing by trained medical personnel. Refusal to submit immediately to such tests may result in disciplinary action, up to and including dismissal.
- e. Reasonable suspicion of employee use of an unlawful controlled substance or alcohol will be based on specific, contemporaneous, articulable observations made by a trained supervisor, as designated by the District. These observations may include, but are not limited to, the following:
1. Observed abnormal appearance or behavior, or impairment in mental or physical performance (for example, dilated pupils, slurred speech, unsteady balance, difficulty walking, or peculiar odors)
 2. Direct observation of use in the workplace
 3. Indications of chronic and withdrawal effects of drugs
 4. Noticeable decline in job performance that may be associated with the misuse of drugs
 5. A work-related accident in conjunction with a basis for reasonable suspicion as listed above
- f. A written record shall be made of the observations leading to a reasonable suspicion drug test and signed by the supervisor authorized to make such observations within 24 hours of the observed behavior or before the results of the drug test are released, whichever is earlier.
- g. The District reserves the right, with prior notice and reasonable suspicion, to conduct searches on District property of employees and/or their personal property that is on the District's premises. The District also reserves the right, with or without prior notice and reasonable suspicion, to conduct searches of District property, vehicles, or equipment at any time. A refusal to submit to a search may result in disciplinary action, up to and including dismissal.

- ~~h b.~~ Employees who are convicted of any violation of criminal drug statutes occurring in the workplace are required to notify the Superintendent or designee no later than five days after such conviction.**

2. Notice to Employees:

- a. ~~Principals and/or supervisors~~ The District will annually provide employees with the following information:

- (1) The dangers of drug and alcohol abuse in and outside the workplace;
- (2) The terms of this District policy;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs. (The District provides an employee assistance program as specified through the employee agreements);
- (4) The penalties an employee can incur for any infraction of this policy.

- b. ~~Annual notification may be made by distributing copies of this policy and supplementary material at a staff meeting and/or publishing this policy and related material, as described in a. above, in a staff handbook or other communication to all staff members.~~

3. District Action in Case of Violation of this Policy by Employees:

- a. As a condition of employment with the District, all employees are required to abide by the terms of this policy and any implementing administrative rules.**
- b. If the District's investigation determines that an employee has violated this policy and/or implementing administrative rules, the District will take appropriate disciplinary action(s), including reprimand, suspension, and/or termination of employment. Disciplinary sanctions short of termination may include that the employee satisfactorily complete an appropriate substance abuse program of rehabilitation.**
- c. Through implementation of this policy, the administration will strive to maintain a drug-free workplace, and to fulfill the District's role in educating students and the community on the dangers of drug and alcohol abuse and modeling appropriate behavior.

4. Employee Assistance Program

An employee having a drug or alcohol problem is encouraged to seek assistance, on a confidential basis, under the Employee Assistance Program if such program is provided by the employer.

5. Leave for Participation in Abuse Assistance or Rehabilitation Program

The District may, upon employee request, grant leave with or without pay to permit an employee to participate in a drug abuse assistance or rehabilitation program.

- ** Districts directly receiving grants or contracts of \$100,000 or more from the federal government are required to meet this obligation.

END OF POLICY

Legal Reference(s):

ORS 243.650
ORS 336.222
ORS 342.721
ORS 342.723

ORS 342.726
ORS Chapter 475
ORS 657.176
ORS 809.260

~~SB 517 (2007)~~
OAR 581-022-0416
OAR 584-020-0040(5)(e)

Drug-Free Workplace Act of 1988, 41 U.S.C. §§ 701-707 (2006); General Principles Relating to Suspension and Debarment Actions, 34 C.F.R. §§ 85.600 - 85.645 (2006)
Controlled Substances Act, 21 U.S.C. § 812; Schedules of Controlled Substances, 21 C.F.R. §§ 1308.11 - 1308.15 (2006)
Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101-7117 (2006)

Hillsboro School District 1J

Code: GBK/JFCG/KGC

Adopted: 07/96

Revised: 11/08

Prohibited Use, Possession, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems /~~Alcohol / Controlled Substance Use*~~

~~The District recognizes that tobacco may create a health hazard for non-users as well as users. In order to protect the health of students, staff, and the general public, provide a healthy working environment, and promote good health for students, tobacco sale and/or use by adults shall be prohibited in all District buildings, in District-owned vehicles, on District property, at District sponsored events, and in areas where students are present.~~

~~Tobacco is defined to include any lighted or unlighted cigarette, cigar, pipe, clove cigarette, and any other smoking product, and spit tobacco, dip, chew, and snuff in any form.~~

The Board recognizes its responsibility to promote the health, welfare and safety of students, staff, and others on District property and at school-sponsored activities. The Board wishes to establish a school and working environment that is free of smoke, aerosols, and vapors containing inhalants. Student possession, use, distribution, or sale of tobacco products in any form or inhalant delivery systems, including any smoking or use of an inhalant delivery device, on District premises, at school-sponsored activities on or off of District premises, in District-owned, rented, or leased vehicles, on all District grounds, including parking lots or otherwise, while a student is under the jurisdiction of the District, is prohibited.

The use, distribution, or sale of tobacco products or inhalant delivery systems by staff and all others is prohibited on District premises, in any building or facility, on District grounds, including parking lots, in any vehicle owned, leased, rented, or chartered by the District, school, or public charter school, and at all school-sponsored activities.

For the purpose of this policy, “tobacco products” is defined to include, but is not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, also known as smokeless, dip, chew, or snuff, in any form. This does not include USFDA-approved tobacco products or other therapy products used for the purpose of cessation.

For the purpose of this policy, “inhalant delivery system” means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device; or a component of a device or a substance in any form sold for the purpose of being vaporized or aerosolized by a device, whether the component or substance is sold or not sold separately. This does not include USFDA-approved tobacco products or other therapy products marked and sold solely for the approved purpose.

Clothing, bags, hats, and other personal items used by staff and students to display, promote, or advertise tobacco or inhalant delivery system products are prohibited on all District grounds,

including parking lots, at school-sponsored activities, or in District vehicles. Advertising is prohibited in all school-sponsored publications, in all school buildings, on District grounds, including parking lots, and at all school-sponsored events. District acceptance of gifts or funds from the tobacco product and inhalant delivery system industries is similarly prohibited. The District will not contract with other public or private alternative schools that allow student use of tobacco products or inhalant delivery systems on campus.

“Tobacco use prohibited” signs will be posted in appropriate locations in all District buildings.

The following conduct is strictly prohibited and will subject an employee to immediate discipline up to and including immediate termination:

1. The buying, selling, transportation, possession, provision, or use of intoxicants, including alcohol or any controlled substance as defined by law, while on District property, during work hours (including meal periods), while assigned to extra duty or special projects, including those held after or in addition to regular school hours, and while driving between work sites during the work day, in either a District-supplied vehicle or a vehicle supplied by the employee.
2. Reporting to work under the influence of alcohol, intoxicants, or any controlled substance. An individual is considered to be "under the influence of alcohol, intoxicants, and/or a controlled substance" when, in the District's determination based upon testing conducted by and interpreted by trained medical personnel, the controlled substance, alcohol, or intoxicant is at a level that it may impair the individual's ability to safely and/or efficiently perform assigned work or prevent the employee from presenting a positive role model to students.

If the District has reasonable grounds to believe that an employee is under the influence of intoxicants, including alcohol or any controlled substance, the District may require the employee to submit to immediate testing by trained medical personnel. Refusal to submit immediately to such tests may result in disciplinary action, up to and including dismissal. "Reasonable grounds" may include, but are not limited to, such things as slurred speech, dilated pupils, peculiar odors, and unsteady balance.

The District reserves the right, with prior notice and reasonable suspicion, to conduct searches on District property of employees and/or their personal property which is on the District's premises. The District also reserves the right, with prior notice and reasonable suspicion, to conduct searches of District property, vehicles, or equipment at any time. A refusal to submit to a search may result in disciplinary action, up to and including dismissal.

Violation of this policy will lead to appropriate disciplinary action up to and including expulsion for students. When considering disciplinary action for a student with disabilities, the District must follow the requirements of Board policy JGDA: Discipline of Students with Disabilities, including those involving functional behavioral assessment, change of placement, manifestation determination, and an interim alternative educational setting. Community or school service may be required. A referral to law enforcement may be made. Parents will be notified of all violations involving their student and subsequent action taken by the school. Information about

cessation support and/or tobacco education programs and how students can access these programs will be provided. At the discretion of the principal, attendance and completion of such programs, or successful completion of a behavior modification plan, may be allowed as a substitute for, or as part of student discipline.

Violation of this policy by nonstudents may result in the individuals' removal from District property. The District reserves the right to restrict access to District property by individuals who are repeat offenders.

Staff violations of this policy by staff may result in will lead to disciplinary action up to and including dismissal.

This policy shall be enforced at all times. The Superintendent will develop administrative regulations as needed to implement this policy.

The administration will develop appropriate regulations, procedures, consent forms, and such notifications as needed for an orderly implementation of this policy.

END OF POLICY

Legal Reference(s):

[ORS 167.400](#)
~~ORS 163.575(1)(d),(e)~~
ORS 332.107
ORS 336.222
ORS 336.227
ORS 339.240
ORS 339.250
[ORS 339.883](#)

[ORS 431.840](#)
~~ORS 431.845~~
ORS 433.835 - 433.990
OAR 581-021-0050 to -0075
OAR 581-021-0110
OAR 581-022-0413
[OAR 581-053-0015](#)

~~OAR 581-053-0545(4)(c)(R)-(T)~~
~~OAR 581-053-0550(5)(q)-(s)~~
[OAR 581-053-0230\(9\)\(s\)](#)
[OAR 581-053-0330\(1\)\(m\)](#)
[OAR 581-053-0430\(12\)](#)
[OAR 581-053-0531\(11\)](#)
[OAR 581-053-0630](#)

Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2006).

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
APPROVE REVISIONS TO POLICY JHCD: NONPRESCRIPTION MEDICATION, AND
POLICY JHCDA: PRESCRIPTION MEDICATION

SITUATION

Subsequent to Senate Bill 611, the State Board of Education adopted revisions to Oregon Administrative Rule (OAR) 581-021-0037. The revisions clarify the instruction or training that school district personnel are required to receive; the content and need for appropriate permissions from parents / guardians or other qualified individuals that include instructions for administering medication; the District personnel who may be designated to administer prescription or nonprescription medication to a student; and when a District may allow self-administration of medication by a student.

Oregon School Boards Association (OSBA) has recommended revisions to policy JHCD: Nonprescription Medication, and policy JHCDA: Prescription Medication, to align these policies with the new legal requirements.

These policy revisions were presented for first reading on November 17, 2015. No public comments or questions were received during the review period.

RECOMMENDATION

The Superintendent recommends the Board of Directors approve the revisions to policy JHCD: Nonprescription Medication, and policy JHCDA: Prescription Medication.

Nonprescription Medication/* ~~Administering Noninjectable Medicines to Students and Self-Medication by Students~~**

The District recognizes that administering of nonprescription medication to students and/or self-medication may be necessary when the failure to take such medication during school hours would jeopardize the health of the student or the student would not be able to attend school if medication were not made available during school hours prevent the student from attending school. Consequently, students may be permitted to take noninjectable prescription or nonprescription medication at school on a short-term or recurring basis.

When directed by a physician or other licensed health care professional, students in Grades K-12 will be allowed to self-administer medication. A self-administration form signed by the parent/guardian and an order from a physician or other licensed health care professional regarding each student who self-administers medication will be obtained and kept on file. Permission for self-administered medication may be revoked at any time if the student violates policy or medical protocol.

All requests for the District to administer medication to a student shall be made by the parent/guardian in writing. Requests shall include the written instructions of the physician for the administration of a prescription medication to a student, or the written instructions of the parent for the administration of a nonprescription medication to a student. A prescription label will be deemed sufficient to meet the requirements for written physician instructions.

A request to the District to allow a student to self-medicate with a nonprescription medication shall include written permission and instruction from a parent or guardian, and shall include an assurance from the parent or guardian that the student has received appropriate instruction for its use.

A request to the District to administer a nonprescription medication shall include written permission and instruction from a parent or guardian.

The District reserves the right to reject a request to administer or allow self-administration of a prescription or nonprescription medication when such medication is not necessary for the student to remain in school.

The District shall designate staff authorized to administer medication to students. Training shall be provided as required by law.

Nonprescription medication will be handled, stored, monitored, disposed of, and records maintained in accordance with established District regulations governing administering noninjectable or injectable, or prescription or nonprescription, medicines to students, including procedures for the disposal of sharps and glass.

This policy and administrative regulation shall not prohibit, in any way, the administration of recognized first aid to students by District employees in accordance with established state law, Board policy, and procedures.

The Superintendent shall develop administrative regulations as needed to meet the requirements of law, Oregon Administrative Rules, and for the implementation of this policy. ~~Regulations will include provisions for student self-medication.~~

END OF POLICY

Legal Reference(s):

ORS 109.640

ORS 339.867 866 to -339.871

ORS 339.869

~~ORS 339.870~~

ORS 433.800 - 433.830

~~ORS 475.005~~ ~~475.285~~

OAR 581-021-0037

OAR 581-022-0705

OAR 166-400-0010(17)

OAR 166-400-0060(29)

Prescription Medication/* ~~Administering Injectable Medicines to Students~~**

The District recognizes that the administration of prescription medication to students and/or student self-medication may be necessary when the failure to take such medication during school hours would prevent the student from attending school, and recognizes the need to ensure the health and well-being of students who require regular doses or injections of medication, as a result of experiencing an a severe allergic reaction, or have a need to manage hypoglycemia, asthma, or diabetes. Therefore, in situations when a licensed health care professional is not immediately available, a designated trained staff member may administer to a students, by means of injection, epinephrine, glucagon, or other medications, as prescribed and allowed by Oregon law (OAR 851-047-0030).

When directed by a physician or other licensed health care professional, students in grades K-12 will be allowed to self-administer prescription medication, including medication for asthma or severe allergy, as defined by state law, and subject to age-appropriate guidelines.

A medical protocol regarding each written treatment plan for a student who self-administers injectable medication will be developed, and signed by a physician¹ or other Oregon licensed health care professional, and parent/guardian, and kept on file. A written request and permission form signed by a parent or guardian is required, and will be kept on file. If the student is deemed to have violated Board policy or medical protocol by the District, the District may revoke the permission given to a student to self-administer medication. ~~Permission for self-administered medication may be revoked if the student violates policy or medical protocol.~~

~~All requests for the District to administer injectable medication to a student shall be made by the parent/guardian in writing. Requests shall be accompanied by the physician's order for administering epinephrine, glucagon, or other medication as allowed by law. A request for the District to administer prescription medication to a student shall include the written permission of the parent or guardian, and shall be accompanied by written instruction from a physician, physician assistant, or nurse practitioner. A prescription label prepared by a pharmacist will be deemed sufficient to meet the requirements for a physician's order for epinephrine, glucagon, or other medication.~~

The District reserves the right to reject a request to administer or allow self-administration of a medication, when such medication is not necessary for the student to remain in school.

A premeasured dose of epinephrine may be administered by designated, trained District staff to any student or other individual on school premises who, the personnel believe in good faith, is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

¹Added to Oregon Revised Statute 678.010 to -678.410: A registered nurse who is employed by a public or private school may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the school for not more than 90 days (House Bill 3149 (2015)). (This is to allow time for new students to find an Oregon licensed physician.)

A process shall be established by which, upon a parent's written request, a backup prescribed auto-injectable epinephrine ~~be~~ is kept at a reasonable, secured location in the student's classroom, as provided by state law.

~~The District may designate staff authorized to administer epinephrine, glucagon, or other medication as allowed under Oregon law.~~ Training shall be provided to designated staff, as required by law, in accordance with approved protocols as established by the Oregon Health Authority Oregon Department of Human Services, Health Services. Staff designated to receive training shall also receive blood-borne pathogens training. ~~A~~Current first aid and CPR cards ~~will be recommended~~ are strongly encouraged for designated staff.

~~Injectable~~ Prescription medication will be handled, stored, monitored, disposed of, and records maintained in accordance with established District regulations governing administering noninjectable ~~/ or injectable, or prescription or nonprescription,~~ medicines to students, including procedures for the disposal of sharps and glass.

The Superintendent or designee will ensure student health management plans are developed, as required by training protocols, maintained on file, and pertinent health information is provided to District staff, as appropriate. Such plans will include provisions for administering medication and/or responding to emergency situations, ~~including those occurring during curricular and extracurricular activities held after regular school hours, and on or off District property while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before- or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities.~~

This policy and administrative regulation shall not prohibit, in any way, the administration of recognized first aid to students by District employees in accordance with established state law, Board policy and procedures.

END OF POLICY

Legal Reference(s):

ORS 109.640
[ORS 339.866 to -339.871](#)
ORS 433.800 - 433.830
[ORS 475.005 to -475.285](#)

~~ORS 339.870~~
[OAR 166-400-0010\(17\)](#)
[OAR 166-400-0060\(29\)](#)
[OAR 333-055-0000 to -0035](#)

[OAR 581-021-0037](#)
[OAR 581-022-0705](#)
OAR 851-047-0030
[OAR 851-047-0040](#)
~~SB 1040 (2007)~~

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
VOTE ON LETTER OF SUPPORT FOR
NORTH HILLSBORO INDUSTRIAL RENEWAL AREA

SITUATION

As a follow-up to the November 17 Board discussion, Board members will vote on whether to send a letter to the Hillsboro Mayor and City Council, in support of the North Hillsboro Industrial Renewal Area.

RECOMMENDATION

The Superintendent recommends the Board of Directors vote on whether to send a letter to the Hillsboro Mayor and City Council, in support of the North Hillsboro Industrial Renewal Area.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
TAKE ACTION ON EXECUTIVE SESSION TOPIC

SITUATION

Following the executive session this evening, the Board may choose to take action in public session on the matters discussed.

RECOMMENDATION

The Superintendent recommends the Board of Directors take action, as appropriate, on the executive session topic discussed earlier in the Board meeting.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
APPROVE 2016-17 SCHOOL CALENDAR

SITUATION

The Board is scheduled to adopt the 2016-17 school calendar during the December 8, 2015, Board meeting. A calendar option was presented during the November 17 Board meeting, at which time the Board requested that the month of November be re-evaluated to determine whether there are other viable alternatives to the option that was presented. As a result, two additional draft calendars have been developed for the Board's consideration. Based on the attached comparative analysis of the draft calendars, it is recommended that the Board approve draft calendar 1.

RECOMMENDATION

The Superintendent recommends the Board of Directors approve draft calendar 1, which begins school on September 6, after Labor Day, and schedules fall conferences during the second week of November.

2016-17 DRAFT SCHOOL CALENDAR COMPARISON

	Draft 1	Draft 2	Draft 3
Key features:	- Start after Labor Day - Elementary PD / work day on October 13 - Licensed non-contract day on October 14 – Statewide Inservice Day <i>(Note: listed on previous draft as October 7)</i> - Parent Conferences – 2nd week in November - Two days off during Thanksgiving week	- School starts after Labor Day - No licensed non-contract day for Statewide Inservice Day – Moved the non-contract day to Wednesday, November 23, to extend the Thanksgiving holiday - Elementary staff development / work day on October 14 - Parent conferences – 2nd week in November - Three days off for students during the week of Thanksgiving	- School starts after Labor Day - Elementary staff development / work day on October 13 - Licensed non-contract day on October 14 – Statewide Inservice Day - Five days off for students during the week of Thanksgiving - Elementary work day / conference prep day, secondary grade prep and staff development day, and parent conferences occur during the week of Thanksgiving
Pros:	- Elementary PD / work day needs to occur in October – time to implement training - Better parent conference attendance - Sequence of prep / grades / conferences / report cards - Grades close to mid-way of the semester, affording students more time to improve before final grades - Staff access to statewide inservice opportunities – no cost to District - Allows time between conference prep day and actual conferences - Honors Veterans Day on November 11	- Elementary PD / work day needs to occur in October – time to implement training - Better parent conference attendance - Sequence of prep / grades / conferences / report cards - Grades close to mid-way of the semester, affording students more time to improve before final grades - Allows time between conference prep day and actual conferences - Honors Veterans Day on November 11	- Elementary PD / work day needs to occur in October – time to implement training - Staff access to statewide inservice opportunities – no cost to District - Honors Veterans Day on November 11 - Two full weeks of school in November
Cons:	One full week of school in November	- Staff access to statewide inservice opportunities - One full week of school in November	- Grade days are adjacent to parent conferences - Conferences later in the semester reduce the time students have to improve before final grades - Poor parent conference attendance during Thanksgiving week

Additional Information: Student attendance data – November 2015

Date	11/16	11/17	11/18	11/19	11/20	11/23	11/24	11/25*	*(Wednesday before Thanksgiving)
% in Attendance	94	94	95	95	94	93	93	89	

DRAFT 1: September 2015
2016-17 Calendar
After Labor Day

 First Day/Last Day/End of Quarter/Semester for Students
 No School
 Early Release

 Elementary Only
 Possible Inclement Weather Make-up Days

	JULY 2016						
	S	M	T	W	Th	F	S
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31						
24, 25, 26 – New Teacher In-Service	AUGUST 2016						
29, 30 – In-Service	S	M	T	W	Th	F	S
31 – Staff Development		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			
1 – In-Service 2 – Licensed Non-Contract Day 5 – NO SCHOOL Holiday – Labor Day 6 – First Day of School 8 – First Day of School for Kindergarten	SEPTEMBER 2016 19						
	S	M	T	W	Th	F	S
					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	
13 – NO SCHOOL Elementary – Staff Development and Work Day 14 – NO SCHOOL Licensed Non-Contract Day	OCTOBER 2016 19/20						
	S	M	T	W	Th	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					
3 – End of 1 st Quarter 4 – NO SCHOOL Elementary – Work Day and Conference Prep Secondary – Grade Prep 9 – NO SCHOOL Elementary – Parent Conferences Secondary – Staff Development 10 – NO SCHOOL K-12 – Parent Conferences 11 – NO SCHOOL Holiday – Veterans Day 24 – NO SCHOOL Holiday – Thanksgiving Day 25 – NO SCHOOL Licensed Non-Contract Day	NOVEMBER 2016 16						
	S	M	T	W	Th	F	S
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30			
19-30 – NO SCHOOL Licensed Non-Contract Days (Winter Break) 25 – Christmas Day	DECEMBER 2016 12						
	S	M	T	W	Th	F	S
					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
2 – NO SCHOOL Licensed Non-Contract Day (Winter Break) 16 – NO SCHOOL Licensed Non-Contract Day, MLK Day	JANUARY 2017 20						
	S	M	T	W	Th	F	S
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				
1 – End of 1 st Semester 2 – NO SCHOOL Teacher Prep 3 – NO SCHOOL Grade Prep 20 – NO SCHOOL Holiday – Presidents' Day	FEBRUARY 2017 17						
	S	M	T	W	Th	F	S
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28				
27-31 – NO SCHOOL Licensed Non-Contract Days (Spring Break)	MARCH 2017 18						
	S	M	T	W	Th	F	S
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	
13 – End of 3 rd Quarter 14 – NO SCHOOL Elementary – Work Day Secondary – Grade Prep	APRIL 2017 19						
	S	M	T	W	Th	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30						
29 – NO SCHOOL Holiday – Memorial Day	MAY 2017 22						
	S	M	T	W	Th	F	S
		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			
16 – EARLY RELEASE Last Day of School for K-11 Students 19 – Last Day for Teachers In case inclement weather requires the District to close schools during the 2016-17 school year, June 20 and 21, have been identified as days that could be added to the school calendar as make-up days. If these days were added back to the calendar, high school graduation dates would not be affected.	JUNE 2017 12						
	S	M	T	W	Th	F	S
					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	

DRAFT 2: November 2015
2016-17 Calendar
After Labor Day

 First Day/Last Day/End of Quarter/Semester for Students
 No School
 Early Release

 Elementary Only
 Possible Inclement Weather Make-up Days

	JULY 2016						
	S	M	T	W	Th	F	S
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
31							
24, 25, 26 – New Teacher In-Service	AUGUST 2016						
29, 30 – In-Service	S	M	T	W	Th	F	S
31 – Staff Development		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			
1 – In-Service	SEPTEMBER 2016 19						
2 – Licensed Non-Contract Day	S	M	T	W	Th	F	S
5 – NO SCHOOL					1	2	3
Holiday – Labor Day	4	5	6	7	8	9	10
6 – First Day of School	11	12	13	14	15	16	17
8 – First Day of School for Kindergarten	18	19	20	21	22	23	24
	25	26	27	28	29	30	
14 – NO SCHOOL	OCTOBER 2016 20/21						
Elementary – Staff Development and Work Day	S	M	T	W	Th	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					
3 – End of 1 st Quarter	NOVEMBER 2016 15						
4 – NO SCHOOL	S	M	T	W	Th	F	S
Elementary – ½ Work Day and ½ Conference Prep							
Secondary – Grade Prep							
9 – NO SCHOOL			1	2	3	4	5
Elementary – Parent Conferences							
Secondary – Staff Development	6	7	8	9	10	11	12
10 – NO SCHOOL	13	14	15	16	17	18	19
K-12 – Parent Conferences							
11 – NO SCHOOL	20	21	22	23	24	25	26
Holiday – Veterans Day							
23 – NO SCHOOL	27	28	29	30			
Licensed Non-Contract Day							
24 – NO SCHOOL							
Holiday – Thanksgiving Day							
25 – NO SCHOOL							
Licensed Non-Contract Day							
19-30 – NO SCHOOL	DECEMBER 2016 12						
Licensed Non-Contract Days (Winter Break)	S	M	T	W	Th	F	S
25 – Christmas Day					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31

DRAFT 3: November 2015
2016-17 Calendar
After Labor Day

 First Day/Last Day/End of Quarter/Semester for Students
 No School
 Early Release

 Elementary Only
 Possible Inclement Weather Make-up Days

	JULY 2016						
	S	M	T	W	Th	F	S
						1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
	24	25	26	27	28	29	30
	31						
24, 25, 26 – New Teacher In-Service	AUGUST 2016						
29, 30 – In-Service	S	M	T	W	Th	F	S
31 – Staff Development		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			
1 – In-Service 2 – Licensed Non-Contract Day 5 – NO SCHOOL Holiday – Labor Day 6 – First Day of School 8 – First Day of School for Kindergarten	SEPTEMBER 2016 19						
	S	M	T	W	Th	F	S
					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	
13 – NO SCHOOL Elementary – Staff Development and Work Day 14 – NO SCHOOL Licensed Non-Contract Day	OCTOBER 2016 19/20						
	S	M	T	W	Th	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31					
4 – End of 1 st Quarter 11 – NO SCHOOL Holiday – Veterans Day 21 – NO SCHOOL Elementary – Work Day and Conference Prep Secondary – Grade Prep 22 – NO SCHOOL Elementary – Parent Conferences Secondary – Staff Development 23 – NO SCHOOL K-12 – Parent Conferences 24 – NO SCHOOL Holiday – Thanksgiving Day 25 – NO SCHOOL Licensed Non-Contract Day	NOVEMBER 2016 16						
	S	M	T	W	Th	F	S
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30			
19-30 – NO SCHOOL Licensed Non-Contract Days (Winter Break) 25 – Christmas Day	DECEMBER 2016 12						
	S	M	T	W	Th	F	S
					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
2 – NO SCHOOL Licensed Non-Contract Day (Winter Break) 16 – NO SCHOOL Licensed Non-Contract Day, MLK Day	JANUARY 2017 20						
	S	M	T	W	Th	F	S
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31				
1 – End of 1 st Semester 2 – NO SCHOOL Teacher Prep 3 – NO SCHOOL Grade Prep 20 – NO SCHOOL Holiday – Presidents' Day	FEBRUARY 2017 17						
	S	M	T	W	Th	F	S
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28				
27-31 – NO SCHOOL Licensed Non-Contract Days (Spring Break)	MARCH 2017 18						
	S	M	T	W	Th	F	S
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	
13 – End of 3 rd Quarter 14 – NO SCHOOL Elementary – Work Day Secondary – Grade Prep	APRIL 2017 19						
	S	M	T	W	Th	F	S
							1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30						
29 – NO SCHOOL Holiday – Memorial Day	MAY 2017 22						
	S	M	T	W	Th	F	S
		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			
16 – EARLY RELEASE Last Day of School for K-11 Students 19 – Last Day for Teachers In case inclement weather requires the District to close schools during the 2016-17 school year, June 20 and 21, have been identified as days that could be added to the school calendar as make-up days. If these days were added back to the calendar, high school graduation dates would not be affected.	JUNE 2017 12						
	S	M	T	W	Th	F	S
					1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
RATIFY AGREEMENT WITH HILLSBORO EDUCATION ASSOCIATION

SITUATION

The District has been negotiating with Hillsboro Education Association (HEA) since February 4, 2015. The scope of the bargaining has been limited to the following:

- Article 4: Member Work Year/Work Day
- Article 12: Salary
- Article 13: Employee Benefits
- Article 17: Working Conditions
- Article 19: Extra Duty

On November 25, 2015, the District bargaining team reached a tentative agreement with HEA for a new three-year contract. The main points of the tentative agreement are as follows:

SALARY

- The 2016-17 salary schedule will be re-indexed from 4.0% between steps to 4.1%. The 2017-18 salary schedule will be re-indexed from 4.1% to 4.2%.
- The 2015-16 salary schedule will be modified by eliminating current Steps 1 and 2, causing the current Step 3 to be the new starting step.
- 2015-16: 2.5% COLA added to the salary schedule
- 2016-17: 2.5% COLA added to the salary schedule
- 2017-18: 2.5% COLA added to the salary schedule
- Normal step increase for eligible employees in all three years
- Increase of 2.5% COLA per year to extra duty stipends and hourly amounts

INSURANCE

- 2015-16: \$25.00 increase to the insurance cap
- 2016-17: \$25.00 increase to the insurance cap
- 2017-18: \$25.00 increase to the insurance cap

ADDITIONAL BARGAINED CHANGES OF NOTE

- Language established to allow for group health reimbursement arrangement (HRA) insurance plan
- Added salary placement language, allowing for non-K-12 employment experience, including applicable industry experience (Career Technical Education – CTE), as well as other identified hard-to-fill positions
- Added 60 minutes per week for elementary prep time
- Additional extended contract hours available for such tasks as student assessments, collaboration, integration, and learning new standards

- Agreement to enter into a Memorandum of Understanding (MOU) regarding additional student contact minutes at the secondary level

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the three-year collective bargaining agreement with Hillsboro Education Association, effective July 1, 2015, through June 30, 2018, as tentatively agreed to by the District bargaining team.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
ADOPT BOUNDARY ADJUSTMENT RESOLUTION

SITUATION

The Hillsboro and Beaverton school districts have been exploring the possibility of exchanging property in the South Cooper Mountain and South Hillsboro areas that would impact both districts' boundaries. The initial property exchange proposal was presented to the Hillsboro School District Board of Directors by Director Glenn Miller on March 17, 2015. During the April 28, 2015, Board meeting, Board members reviewed and discussed information that was gathered regarding the potential impact of the proposed boundary adjustment, in accordance with the District's [boundary adjustment request process](#); and during the May 26, 2015, Board meeting, the Hillsboro Board of Directors approved further exploration of the possibilities related to boundary adjustments between the two school districts.

In June 2015, Beaverton's School Board approved the exploration, as well, and in July 2015, Hillsboro presented Beaverton with a proposed process by which to move forward with the discussion. Beaverton's School Board approved the process during its August 31, 2015, meeting.

A joint working group, comprised of both district Superintendents, district Deputies / Chief Financial Officers, and School Board Chairs, began meeting in September 2015, to explore the issue and evaluate the proposal in terms of its purpose; size; impact to current and future students, property owners, and the districts; and alignment with strategic and long-range plans in both districts; and to develop a communication process, including Q&A documents, maps, community meetings, and other opportunities for community feedback. Community meetings were held on October 20 (at Hazeldale Elementary School) and on October 21 (at Rosedale Elementary School). Additional information regarding the process and the study areas is available on both the Hillsboro and Beaverton school districts' websites.

The joint working group's boundary adjustment recommendation was presented to the Board for first reading during the November 17, 2015, Board meeting. During tonight's meeting, the Board will take action to determine whether to adopt the boundary adjustment recommendation.

RECOMMENDATION

The Superintendent recommends the Board of Directors determine whether to adopt the boundary adjustment resolution.

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 Beaverton School District 48J 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 Beaverton School District 48J, and add it to the Hillsboro School District 1J:

1S2230000300	1S2230001201	1S2230002300	1S223AB00600	1S223AB01500	1S223AC02900
1S2230000301	1S2230001300	1S2230002401	1S223AB00700	1S223AB01600	1S223AC03000
1S2230000302	1S2230001900	1S2230002402	1S223AB00800	1S223AC02200	1S223AC03100
1S2230000700	1S2230002000	1S2230002403	1S223AB00900	1S223AC02300	1S223AC03300
1S2230000800	1S2230002100	1S223AB00100	1S223AB01000	1S223AC02400	1S223AC03400
1S2230001100	1S2230002200	1S223AB00200	1S223AB01100	1S223AC02600	1S223AC03500
1S2230001101	1S2230002202	1S223AB00300	1S223AB01200	1S223AC02700	1S223AC03600
1S2230001200	1S2230002203	1S223AB00400	1S223AB01300	1S223AC02800	1S223AC03700
		1S223AB00500	1S223AB01400		

as generally presented in the South Hillsboro study area map;

WHEREAS the districts have reviewed a proposal to take the following described property from the Hillsboro School District 1J, and add it to the Beaverton School District 48J:

2S1060000301	2S1060000403	2S1060000600	2S2010000100	2S2010000201
2S1060000302	2S1060000404	2S1060000700	2S2010000101	2S2010000400
2S1060000400	2S1060000500	2S2010000100	2S2010000200	2S2010000500

as generally presented in the South Cooper Mountain 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 Beaverton School District 48J, as provided in ORS 330.103.

Dated this 8th day of December, 2015,

By: _____
Wayne Clift, Board Chair

Attested By: _____
Mike Scott, Superintendent

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
ELECT MEMBER TO OREGON SCHOOL BOARDS ASSOCIATION
BOARD OF DIRECTORS

SITUATION

The Oregon School Board Association (OSBA) governance model provides that member districts elect members to the OSBA board of directors. Washington County school districts are represented by positions 15 and 16, which serve two-year, staggered terms, and the Hillsboro School District Board has one vote to cast for each open OSBA board position in its region. Position 16 is open for election this year.

Newly elected members of the OSBA board officially take office on January 1, 2016. Candidate questionnaires and resumes may be viewed on the OSBA website at http://www.osba.org/About%20OSBA/Article/OSBA_Elections-Board.aspx

The nominee is listed below:

Position	Candidate	Nominating District
16	Maureen Wolf	Tigard-Tualatin

Following the election, the Board secretary will record the votes electronically with OSBA. Ballots must be received by 5:00 p.m. on December 18.

RECOMMENDATION

The Superintendent recommends the Board of Directors vote for a representative for position 16 on the OSBA board of directors.

HILLSBORO SCHOOL DISTRICT 1J
December 8, 2015
ELECT MEMBERS TO OREGON SCHOOL BOARDS
ASSOCIATION LEGISLATIVE POLICY COMMITTEE

SITUATION

The OSBA governance model provides that member districts elect members to the OSBA Legislative Policy Committee (LPC) every two years. Washington County school boards are represented by positions 15 and 16 on this committee, both of which are open for election. The Board has one vote to cast for each open OSBA LPC position in its region.

Newly elected members of the OSBA LPC officially take office on January 1, 2016. Candidate questionnaires and resumes may be viewed at the OSBA website: http://www.osba.org/About%20OSBA/Article/OSBA_Elections-LPC.aspx

The nominees for position 15 are listed below:

Position	Candidate	Nominating District
15	Kim Strelchun	Hillsboro
15	Becky Tymchuk	Beaverton

The nominee for position 16 is listed below:

Position	Candidate	Nominating District
16	Fred Marble	Forest Grove

Following the election, the Board secretary will record the vote electronically with OSBA. Ballots must be received by 5:00 p.m. on December 18.

RECOMMENDATION

The Superintendent recommends the Board of Directors vote for representatives on the OSBA Legislative Policy Committee for positions 15 and 16.