



Hillsboro School District 1J

January 27, 2015
Board Meeting

Board of Directors

Monte Akers • Adriana Cañas • 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

January 27, 2015

5:15 PM

1. 5:15 p.m. Executive Session
ORS 192.660(2)(e)--Real Estate
2. 5:45 p.m. Work Session
 - A. STE(A)M Update 4
Presenter: Steve Larson / Travis Reiman
 - B. Introduce CCAC Applicant 5
Presenter: Travis Reiman
 - C. Budget Committee Workshop 6
Presenter: Mike Scott / Adam Stewart
 - D. Board Discussion Time
3. 7:30 p.m. Regular Session
Call to Order and Flag Salute
4. Recognition / Student Presentation
 - A. School Board Recognition Month 7
Presenter: Mike Scott
 - B. Student Presentation: Liberty High School Falcon Phenomenon
Presenter: Kim Strelchun
5. Approval of Agenda
6. Audience Time
7. Consent Agenda
 - A. Approve Minutes of November 18, 2014, Board Meeting 9
 - B. Approve Minutes of December 9, 2014, Board Meeting 19
 - C. Approve Routine Personnel Matters 31
 - D. Accept Donations 33
8. Action Items
 - A. Appoint CCAC Member 35
Presenter: Travis Reiman
 - B. Accept 2013-14 Audit Report 36
Presenter: Adam Stewart
 - C. Approve Issuance of Pension Obligation Bonds 37
Presenter: Adam Stewart
 - D. Approve Real Estate Purchase 41
Presenter: Adam Stewart

E. Adopt 2015 Legislative Priorities Presenter: Kim Strelchun	42
F. Approve Policy Revisions	
1. Policy DJC: Bidding Requirements Presenter: Adam Stewart	46
9. Recess Board meeting, convene City View Charter School Public Hearing Time: 8:30 p.m.	
10. Adjourn City View Charter School Public Hearing, reconvene Board meeting Time: 8:45 p.m.	
11. Reports and Discussion	
A. Discuss City View Charter School Renewal Request Presenter: Mike Scott	49
B. Announce School Board Election Process and Timeline Presenter: Beth Graser	53
C. Inter-District Transfers Overview and Input - Open Enrollment Update Presenter: Beth Graser	54
D. Financial Report Presenter: Adam Stewart	56
12. NWRESD / HCU / HEA Reports	
13. Superintendent's Time	
14. Board of Directors' Time	
15. 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.)	
16. Adjourn Regular Session	

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
SCIENCE, TECHNOLOGY, ENGINEERING, ART, MATHEMATICS –
STE(A)M – UPDATE

SITUATION

The District's approved 2014-15 budget included the following STE(A)M investment:

Fund a half-time District coordinator, plus materials, and stipend positions at each school to support after-school science, technology, engineering, arts, and math programs

Total cost: \$250,000

Stipend positions created at each school allow current licensed and classified staff to act as STE(A)M “coaches,” borrowing from the long-standing practice of paying stipends to athletic coaches. Additionally, each of the District's four feeder areas has one coach who works as the “Feeder Lead Coach,” providing an additional level of leadership and continuity to K-12 programming within a common group of elementary, middle, and high schools.

All stipend positions have been appointed by and report directly to the school principals. STE(A)M extracurricular coaches are supported by leaders from the Office for School Performance, including Sandie Grinnell, the District's STE(A)M Extracurricular Programs Coordinator.

This evening's STE(A)M update will include a discussion of the structures that have been established to design, launch, and ensure the sustainability of this investment; and will highlight some exemplary STE(A)M extracurricular programs that are underway in Hillsboro schools.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
INTRODUCE CITIZENS' CURRICULUM ADVISORY COMMITTEE APPLICANT

SITUATION

In accordance with policy IFF, the Board of Directors has established the Citizens' Curriculum Advisory Committee (CCAC) to provide for citizen involvement in the development of the schools' curriculum and instructional programs, and input into those curricular areas identified by the Board. CCAC members are parents and/or citizens who reside in the District's attendance area, and are appointed by the Board. The term of service for CCAC members is two years. Terms are staggered so that one half of members' terms end each year.

CCAC member Karen Hanson recently notified the District of her resignation from the committee. The CCAC has reviewed the qualifications of Melanie Davis, who submitted her application on September 29 (shortly after the Board appointed the new 2014-15 CCAC members). The committee is requesting that Ms. Davis be considered as a candidate for the vacant position, and that the Board approve her appointment through the remainder of the term – June 30, 2016.

During tonight's work session, Ms. Davis will have an opportunity to be introduced to Board members and share her reasons for applying for committee membership. During tonight's regular session, the Board will appoint Ms. Davis to fill the open position.

RECOMMENDATION

The Superintendent recommends the Board of Directors meet Ms. Davis and ask any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
BUDGET COMMITTEE WORKSHOP

SITUATION

Each year, the District conducts a preliminary discussion with Budget Committee members about the current and future financial position of the District. This workshop begins the preparation for building the 2015-16 District budget.

The Oregon Legislature convenes in Salem in early February to begin discussing state funding priorities. The District has determined that a K-12 statewide funding level of \$7.37 billion is necessary to maintain existing programs and implement full-day kindergarten for the 2015-16 school year.

Goals for the 2015-16 budget include the following:

- Provide financial resources to support the Hillsboro School District 2011-2016 Strategic Plan:
 1. Ensure that systems of instructional improvement lead to the highest level of learning for all students and staff
 2. Inform, involve, and engage all stakeholders
 3. Ensure increased awareness and action in the implementation of equitable systems, programs, and practices
 4. Utilize resources effectively and equitably, and plan for future growth
 5. Create and ensure a safe learning and working environment
- Develop the budget to ensure financial stability for the 2015-16 school year and beyond.
- Implement full-day kindergarten

The Budget Committee will also see a preliminary five-year budget that, if funded, would allow the District to meet identified student achievement goals.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
BOARD RECOGNITION AND APPRECIATION

SITUATION

Each January, thousands of communities across the country formally recognize the members of locally elected volunteer public school boards for their leadership, advocacy, and dedication to improving student achievement and enhancing the quality of education in their communities. Hillsboro is especially proud to join this effort by formally acknowledging and honoring the seven volunteer members of its Board of Directors for their outstanding, thoughtful, and challenging service that benefits our students and the entire community.

RECOMMENDATION

The Superintendent recommends that students, staff, parents, and the community recognize and honor the esteemed members of the Board of Directors during School Board Recognition Month for their commitment to public education through their service as volunteer school board members.

PROCLAMATION

- WHEREAS** *school boards create a vision for what students should know and be able to do; and*
- WHEREAS** *school boards establish clear standards for student performance; and*
- WHEREAS** *school boards ensure that student assessments are tied to established standards; and*
- WHEREAS** *school boards are accountable to the community for operating schools that support student achievement; and*
- WHEREAS** *school boards align school district resources to ensure that students meet standards; and*
- WHEREAS** *school boards create a climate that supports the philosophy that all children can learn at high levels; and*
- WHEREAS** *school boards build collaborative relationships based on trust, teamwork, and shared accountability; and*
- WHEREAS** *school boards are committed to continuous education and training on issues related to student achievement;*
- NOW,
THEREFORE,** *I, Mike Scott, hereby declare my appreciation to the members of Hillsboro School District's Board of Directors and proclaim the month of January 2015 to be:*

SCHOOL BOARD RECOGNITION MONTH



I urge all citizens to join me in recognizing the dedication and hard work of local school board members in preparing today's students for tomorrow's world.



Mike Scott, Superintendent

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

November 18, 2014

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

Board Present:

Kim Strelchun, Chair
Wayne Clift, Vice Chair
Monte Akers
Adriana Cañas*

**arrived at approximately 5:50*

Glenn Miller
Erik Seligman
Janeen Sollman

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Beth Graser, Director, Communications
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board

Others Present:

Brian Hungerford, attorney

1. EXECUTIVE SESSION: 5:30 P.M.

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

Board Chair Kim Strelchun called the meeting to order at 5:30 p.m., and moved the Board into executive session under ORS 192.660(2)(d)—labor negotiator consultation. The Board discussed labor negotiations with their attorney; no action was taken. Board Chair Strelchun moved the Board out of executive session and recessed the meeting at 5:59 p.m.

Board Present:

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

Others Present:

Lisa Allen
Ryan Hoxie
Dan Bloom
Raney Bloom
Rachael Kitchens
Georgia Perry
Lori Porter
Reagan Roper
Devin Hunter, HCU
Charlotte Schuster, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board

2. WORK SESSION: 6:00 P.M.

Board Chair Kim Strelchun reconvened the meeting at 6:01 p.m.

Schoology Demonstration

Don Wolff and Ryan Hoxie shared information regarding Schoology, a learning management system that allows staff to develop and manage electronic or online classrooms, and promotes collaboration between learners and teachers in different classes around the state, the country, and the globe. The presentation included a discussion of online classroom options (e.g., flipped classrooms and differentiation tools), open education resources, and storing / sharing digital resources. Board members asked questions about the system's capabilities and how it is utilized, and about the District's communication with staff members.

Academic Achievement Indicators Discussion

Assistant Superintendent Steve Larson presented a revised draft of the District's Key Academic Achievement Indicators document, based on input received from the Board during the August retreat. He explained that the tool, in its fourth year of use, is continuing to develop. Board members asked questions and provided recommendations, which will be utilized in preparing the District's annual student achievement report.

The following focus areas were agreed upon:

- 5th grade reading
- 8th grade math
- 9th grade credits earned

- Graduation rate
- Participation in the Chancellor's diploma program
- Closing the achievement gap

Staff reports to the Board will focus on the identified indicators, and these indicators will be considered in determining how to utilize the District's resources.

Legislative Priorities Input

The Board discussed the development of legislative priorities for use during the 2015 Legislative Session. Discussions will continue during the December and January Board meetings.

Update on Policy IGAI: Human Sexuality, AIDS / HIV, Sexually Transmitted Diseases, Health Education

Executive Director Travis Reiman provided an update on the status of policy IGAI, which was presented for first reading during the October 28 Board meeting. Key points of the report included the following:

- District staff have investigated concerns expressed by a District parent regarding notification, confirmed that communication did occur, and identified areas for improvement
- The Citizens' Curriculum Advisory Committee (CCAC) has been asked to review state law, District policy, and the teaching and communication materials utilized by the District, and provide their perceptions
- Steps are being identified to ensure that parents and students are aware of their rights, and teachers and principals have the tools they need
- The District has a timeline for fulfilling the Division 22 requirements related to health education

Board members discussed the importance of communicating with parents regarding available options, and ensuring that materials are available for their review, and asked questions about the Division 22 timeline and any options that the District might have.

Board Discussion Time

Board members shared the following thoughts:

Board Chair Strelchun:

- Discussed staff recognition during American Education Week, and the Board's plans for celebrating District staff at each school this year
- Many people at the OSBA convention (including the Oregon Education Investment Board Director at College and Career Readiness) commended the District for the high quality of its college and career program, and for the workshop conducted by Superintendent Scott and Assistant Superintendent Larson

Director Miller:

- Shared that the OSBA convention was worth attending, the key note speakers were fascinating, and he looks forward to sharing the information that he acquired

The meeting was recessed at 7:24 p.m.

Board Present:

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

Others Present:

Lisa Allen
Sindy Avila
Ryan Hoxie
Irma Alonso
Mark Brumley
John DeZell
Laura Gomez
Nancy Hursh
Rachael Kitchens
Karissa Pavlik
Georgia Perry
Lori Porter
Kimberly Scott
Brian Zmolek
Paul Peterson, NWRES D
Lisa Poehlitz, NWRES D
Devin Hunter, HCU
Charlotte Schuster, HCU
Maureen Barnhart, HEA
Jill Golay, HEA
Kathy Fuller, Hillsboro Tribune
Hannah Leone, The Oregonian

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Saideh Haghighi, Director, Equity and Human Resources
Jon Pede, Director, Student Services
Kona Williams, Director, Human Resources
Karen Shea, Assistant Principal, Glencoe High School
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board
Zaida Rosa, Bilingual Interpreter and Translator

REGULAR SESSION 7:30 P.M.

Call to Order and Flag Salute. Board Chair Strelchun reconvened the meeting at 7:32 p.m. and led the Pledge of Allegiance.

4. RECOGNITION / PRESENTATION

Recognition: National Merit Scholarship Commended Students

The eight District students whose Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT®) scores qualified them as Commended Students were recognized by the Board for their accomplishment.

Presentation: North Plains Elementary School Choir

North Plains Elementary School's fourth, fifth, and sixth grade choir performed three seasonal songs.

5. APPROVAL OF AGENDA

Director Sollman MOVED, SECONDED by Director Cañas, to approve the agenda. The MOTION CARRIED (7-0).

6. AUDIENCE TIME

Board Chair Strelchun explained the procedure for addressing the Board according to policy BDDH: Public Participation in Board Meetings. Seven audience members requested to address the Board on nonagenda items.

Concerns about childrens' future and success:

- Parent Advisory Council (PAC) leaders Irma Alonso and Laura Gomez

Concerns about sexual education:

- John DeZell
- Rachael Kitchens
- Lori Porter
- Nancy Hursh
- Georgia Perry

Superintendent Scott said that Executive Director Reiman will contact Ms. Hursh and Ms. Perry to answer their questions about changes in health curriculum and access to CCAC meetings.

7. CONSENT AGENDA

Director Sollman MOVED, SECONDED by Director Cañas, to approve the Consent Agenda as printed. The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

- a. Approve Routine Personnel Matters
- b. Accept Donations

8. ACTION ITEMS.

a. Approve Policy Revisions

1. Policy EBBB: Injury / Illness Reports

Chief Financial Officer Adam Stewart presented policy EBBB for approval. This policy was presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Akers MOVED, SECONDED by Director Miller, to approve the recommended revisions to policy EBBB: Injury / Illness Reports. The MOTION CARRIED (7-0).

2. Policy GBA: Equal Employment Opportunity

Director of Equity and Human Resources Saideh Haghighi presented policy GBA for approval. This policy was presented for first reading on

October 28, and no public questions or comments were received during the review period.

Director Miller MOVED, SECONDED by Director Seligman, to approve the recommended revisions to policy GBA: Equal Employment Opportunity. The MOTION CARRIED (7-0).

3. Policy GCDA/GDDA: Criminal Records Check / Fingerprinting

Director of Human Resources Kona Williams presented policy GCDA/GDDA for approval. This policy was presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Akers MOVED, SECONDED by Director Miller, to approve the recommended revisions to policy GCDA/GDDA: Criminal Records Check / Fingerprinting. The MOTION CARRIED (7-0).

4. Policy CCG: Licensed Evaluation – Administrators

Director Williams presented policy CCG for approval. This policy was presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Akers MOVED, SECONDED by Director Cañas, to approve the recommended revisions to policy CCG: Licensed Evaluation – Administrators. The MOTION CARRIED (7-0).

5. Policy IGBBA: Identification – Talented and Gifted, and Policy IGBBC: Programs and Services – Talented and Gifted

Executive Director Travis Reiman presented policies IGBBA and IGBBC for approval. These policies were presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Miller MOVED, SECONDED by Director Akers, to approve the recommended revisions to policy IGBBA: Identification – Talented and Gifted, and policy IGBBC: Programs and Services – Talented and Gifted. The MOTION CARRIED (7-0).

6. Policy JGAB: Use of Restraint and Seclusion

Student Services Director Jon Pede presented policy JGAB for approval. This policy was presented for first reading on October 28, and no public questions or comments were received during the review period.

Director Cañas MOVED, SECONDED by Director Seligman, to approve the recommended revisions to policy JGAB: Use of Restraint and Seclusion. The MOTION CARRIED (7-0).

9. REPORTS AND DISCUSSION

a. Northwest Regional Education Service District (NWRES D) Annual Report

NWRES D Assistant Superintendent Paul Peterson and board member Lisa Poehlitz reviewed highlights of the NWRES D annual report, and acknowledged a District teacher who recently received a \$1000 grant from the NWRES D Foundation. Mr. Peterson also shared that NWRES D will rebate \$170,633 to the Hillsboro School District for services delivered below the anticipated cost in the 2013-14 school year.

b. Staffing Calculation Report

Assistant Superintendent of Human Resources Debbie Ashley described the processes used to calculate enrollment projections, determine staffing allocations, and make staffing adjustments after the initial staffing process has been completed. Board members asked clarifying questions.

c. First Reading—High School Course Modification Proposal: Advanced Placement Human Geography

A course modification proposal has been submitted, requesting that Glencoe High School's Advanced Placement (AP) Human Geography course be made available to freshman as a credit-bearing social studies course, as an optional replacement for World Studies, a course taken by most freshmen. Executive Director Travis Reiman and CCAC Chair Lisa Allen presented the proposal for first reading, explaining that the 16-member CCAC unanimously supports the request.

Board members spoke in favor of the modification and asked clarifying questions. Director Clift asked whether there is an AP class that does not qualify for mapping to a related credit. Executive Director Reiman will research the question.

d. Citizens' Curriculum Advisory Committee (CCAC) Activity Update

Ms. Allen provided an update of recent committee activities, and shared highlights of the committee's 2014-15 work plan, including the following information:

- Revisions to the selection process for committee members have been beneficial
- Four of the committee members are students; having the students' perspectives represented is helpful
- 2014-15 CCAC officers include Ms. Allen as the committee chair, and Eddie Chavez Bolaños as the vice chair
- One committee member recently resigned, due to scheduling conflicts with another commitment

Board members thanked Ms. Allen, Executive Director Reiman, and CCAC committee members for their work; and requested advance agendas for the monthly CCAC meetings.

e. Financial Report

Chief Financial Officer Stewart presented the monthly financial report and answered Board members' clarifying questions. The report is included in the Board meeting packet.

f. Policies—First Reading

1. Policies GBN/JBA: Sexual Harassment and GBNA: Hazing / Harassment / Intimidation / Bullying / Menacing / Cyberbullying

Director Haghighi presented policies GBN/JBA and GBNA for first reading. Board members asked questions about the District's policy that addresses teen dating violence, and about staff training related to the policy revisions. Director Haghighi will research the requested policy information. She explained that the District's annual staff training will include these policy revisions.

Director Sollman produced a Healthy Teen Relationship Act Toolkit published by The Oregon Coalition Against Domestic and Sexual Violence. In response to Board members' requests, District staff will obtain permission to share this document with the entire Board.

The policy will be presented for approval on December 9.

2. Policy LBE: Public Charter Schools

Assistant Superintendent Larson presented policy LBE for first reading. The policy will be presented for approval on December 9.

10. NWRESA/HCU/HEA Reports.

HEA President Maureen Barnhart's comments included the following:

- Discussed the significance of American Education Week
- Shared that improvement is needed in the District's music programs, electives, and physical education programs
- Expressed dissatisfaction with the continued lack of resources and crowded classrooms
- Shared that HEA will be seeking support from legislators for funding to:
 - Recruit and retain highly qualified educators
 - Support efforts toward engaging and challenging learners to ensure academic excellence
 - Achieve the schools that students deserve

HCU First Vice President Charlotte Schuster shared the following thoughts:

- Classified staff are essential to the District's mission to engage and challenge all learners to ensure academic excellence. The essential contributions of these staff members include, but are not limited to:
 - Having the first and last interactions with students each day
 - Keeping the buildings clean
 - Maintaining the heating and plumbing systems
 - Preparing hot meals (sometimes the only meal a student may have each day)
 - Supporting classroom teachers
 - Transporting students safely

- Providing technology and office support
- Processing payroll

Ms. Schuster emphasized the importance of thanking these staff members for their valuable contributions to the safety, success, and well-being of students.

11. Superintendent's Time. Superintendent Scott's comments included the following highlights:

- Thanked Board Chair Stelchun and Director Miller for attending the OSBA conference, and explained that the time spent sharing together and interacting with members of other Districts was valuable
- Thanked Board Chair Stelchun and Assistant Superintendent Larson for their work on the OSBA conference presentation

12. Board of Directors' Time. Board members shared the following thoughts:

Director Seligman:

- Regarding sexual education:
 - Thanked audience members who spoke
 - Observed that this is a matter of concern to the public
 - Emphasized the importance of openness in handling this subject

Director Cañas:

- Expressed gratitude for the opportunity to serve on the Board, learning from her colleagues, implementing change, and experiencing personal growth through relationships

Director Clift:

- Discussed the nature of gratitude
- Expressed gratitude for the opportunity to work with the District
- Expressed appreciation for District staff who maintain the buildings

Director Miller:

- Thanked those who presented during the meeting
- Described the recent OSBA conference as fascinating and challenging
- Expressed appreciation for the opportunity to serve on the Board

Director Sollman:

- Expressed appreciation for parents who addressed the Board
- Regarding health education:
 - Emphasized that the priority of the District's health education is the safety and well-being of students
 - Discussed the complexity of health education and the state's health education standards
 - Emphasized the importance of having factual information
 - Stated that students feel passionately that knowledge is crucial for their safety and well-being
 - Emphasized the role of parents in instilling values and morals in their children
 - Commended the policy revision and communication plan proposed by District administrators, and emphasized that communication is key
- Thanked Board Chair Stelchun and Director Miller for attending the OSBA conference and sharing what they learned

Director Akers:

- Regarding the high school drama programs:
 - Expressed appreciation for the high school drama students and staff

- Described his recent enjoyment of *Night of the Living Dead* at Hillsboro High School and *The Book of Days* at Glencoe High School, and the high level of quality of these presentations
- Shared that he is looking forward to seeing drama presentations at Liberty and Century High Schools
- Described the recent meeting regarding the Glencoe football team as an ideal example of successful communication and decision-making with conflicting perspectives

Director Strelchun:

- Thanked staff for providing a Spanish version of the Board agenda card
- Shared that District students preparing to graduate are ready for the adventures that await them, even though the District's budget in recent years has not allowed them to be granted all of the opportunities that Board members and staff wanted to provide for them

13. Follow-Up Items

Request	Action
Explanation of why AP European History at Liberty High School qualifies as an elective credit only, and not a social studies credit	To be provided in a Board update
Provide reference to policies that addresses teen dating violence	Provided in a Board update
Share Healthy Teen Relationship Act Toolkit with the entire Board	Provided in a Board update

14. Executive Session. No executive session was called.

15. Adjournment. The meeting was adjourned at 9:24 p.m.

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

December 9, 2014

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

Board Present:

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

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Beth Graser, Director, Communications
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board
Zaida Rosa, Bilingual Interpreter and Translator

Others Present:

Brian Hungerford, Attorney
Hannah Leone, The Oregonian

1. EXECUTIVE SESSION: 5:15 P.M.

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

Board Chair Kim Strelchun 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 with their attorney; no action was taken. Board Chair Strelchun moved the Board out of executive session and recessed the meeting at 5:49 p.m.

Board Present:

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

Others Present:

Lisa Allen
Sev Flores
John Kitchens
Rachael Kitchens
Devin Hunter, HCU
Maureen Barnhart, HEA
Jill Golay, HEA
Hannah Leone, The Oregonian
Kathy Fuller, Hillsboro Tribune

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Don Wolff, Chief Information Officer
Beth Graser, Director, Communications
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board
Zaida Rosa, Bilingual Interpreter and Translator

2. WORK SESSION

Board Chair Strelchun called the meeting to order at 5:49 p.m., and informed the Board that a motion would be needed during the regular session to approve an amended agenda with an additional action item.

a. Discuss K-8 School Option

Assistant Superintendent for School Performance Steve Larson reported on information gathered regarding a potential K-8 option for the District. Highlights of the discussion follow:

- District staff members have met with Groner Elementary School staff and parents, who are excited about the possibility
- It appears that there may be enough interested families to form a class of seventh graders for the 2015-16 school year; it is not yet certain whether there are enough interested families to form an eighth grade class at this time
- If this option is to be available for the 2015-16 school year, a decision needs to be reached by late January or early February
- Implementing this plan at Groner Elementary School would allow the District an opportunity to provide an additional two years of service to students who are deaf and hard of hearing (DHH)
- Board members discussed various aspects of the K-8 option, asked questions about details of the model, and expressed support for providing additional options to meet students' individual needs
- Director Sollman requested the opportunity to participate in any subcommittee meetings

Staff members will provide a recommendation to the Board at a future meeting, after receiving input from a larger group of community members.

b. Thoughtexchange Reporting

Director of Communications Beth Graser shared the results of the Thoughtexchange process that the District recently completed, and answered Board members' questions.

c. Discuss 2015 Legislative Priorities

Board members and District staff discussed legislative priorities for the 2015-2017 biennium. The draft document provided for Board review was based on the November 18 Board discussion, and included the following key items:

1. Provide stable and adequate funding for K-12 education
2. Maintain current structure of Gain Share
3. Streamline the inter-district transfer process
4. Streamline state reporting requirements
5. Provide additional funding for any new requirements

Highlights of the conversation included the following:

- Requests for revisions to the draft document
- Discussion of timelines and next steps

The Board's legislative priorities are scheduled for adoption on January 27.

d. Oregon School Boards Association (OSBA) Conference Reports

Board members who attended the OSBA annual convention in Portland on November 14-16, 2014, shared highlights of the conference.

e. Board Discussion Time

The following items were discussed:

- In response to a request from Director Strelchun, Assistant Superintendent Larson provided a brief update on the math adoption
- Director Strelchun informed Board members that a motion would be needed to add an action item to the agenda
- Director Strelchun shared that a thank you note for the apple baskets was received from Liberty High School

The meeting was recessed at 7:22 p.m.

Board Present:

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

Others Present:

Mooberry Elementary School students
Hillsboro High School students
Kori Dundas
Nicole MitoAhern
Anna Waters
Sev Flores
Jacki Archibald
Irma Alonso
Tiffany Bowden
Mary Carmen Gaona
Janamarie and Shaun Elison
Laura Gomez
Camille Hammond
Rachael Kitchens
Javier Leon
Kathy Mikitka
Bruce Mossman
Michelle Movick
Pete Pringle
Kimberly Scott
Alona Southwick
Brian Zmolek
Paul Peterson, NWRES
Devin Hunter, HCU
Maureen Barnhart, HEA
Kathy Fuller, Hillsboro Tribune
Hannah Leone, The Oregonian

Staff Present:

Mike Scott, Superintendent
Debbie Ashley, Assistant Superintendent, Human Resources
Steve Larson, Assistant Superintendent, School Performance
Adam Stewart, Chief Financial Officer
Elaine Fox, Executive Director, Student Services
Travis Reiman, Executive Director, School Performance
Matt Smith, Executive Director, Secondary Education
Don Wolff, Chief Information Officer
Olga Acuña, Director, Federal Grants
Beth Graser, Director, Communications
Saideh Haghighi, Director, Equity and Human Resources
Brian Haats, Principal, Mooberry Elementary School
Brooke Nova, Coordinator, College and Career Pathways
Laurie Boyd, Assistant to the Superintendent
Val Bokma, Assistant to the Board
Zaida Rosa, Bilingual Interpreter and Translator

REGULAR SESSION

3. Call to Order and Flag Salute. Board Chair Strelchun reconvened the meeting at 7:33 p.m. and led the Pledge of Allegiance.

4. Recognition / Presentation

Presentation: Mooberry Outdoor School – Students and Staff

Mooberry Elementary School students, speaking in both English and Spanish, shared highlights of their outdoor school experiences at Camp MacGruder, and thanked the Board for the opportunity. Superintendent Scott thanked Northwest Regional Education Service District (NWRES D) for funding a large portion of the program cost.

5. Approval of Agenda

Director Clift MOVED, SECONDED by Director Sollman, to approve the revised agenda, with the addition of item 8f: Approve Purchase of Wireless Network Components. The MOTION CARRIED (7-0).

6. Audience Time

Board Chair Strelchun explained the procedure for addressing the Board according to policy BDDH: Public Participation in Board Meetings. Four requests were received to address the Board on an agenda item, and two requests were received to address the Board on non-agenda items.

Brian Zmolek shared questions / concerns regarding:

- The codes associated with District policies
- The District's plan for the \$170,000 that will be received from NWRES D
- The Board's plan regarding the Healthy Teen Relationship Act Toolkit
- Sexual education and policy IGAI: Human Sexuality, AIDS / HIV, Sexually Transmitted Diseases, Health Education:

Board Chair Strelchun explained that Board members have the opportunity to hear from patrons during the audience portion of the meeting, but not to respond.

Superintendent Scott shared the following information:

- Policies are grouped by topic, and their titles are listed on the District's website
- Plans for using the additional funds from NWRES D have not yet been determined, although they could potentially be used to help fund curriculum adoptions
- District staff will contact Mr. Zmolek regarding his questions about the sexual education policy, if his questions are not answered during the course of the meeting

Pete Pringle expressed concerns about the dating of diplomas for students who take longer than four or less than three years to graduate. Superintendent Scott said that District staff will research the issue and contact Mr. Pringle.

7. Consent Agenda

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

Consent Agenda items were as follows:

- a. Approve Minutes of October 14, 2014
- b. Approve Minutes of October 28, 2014
- c. Approve Routine Personnel Matters
- d. Accept Donations
- e. Adopt Planning Calendar for 2015-16 Budget

8. Action Items

a. Elect Member to the OSBA Board of Directors

Board Chair Strelchun explained that the Board has one vote to cast for position 15 on the OSBA board of directors, and that LeeAnn Larson is the sole candidate for this position.

Director Miller MOVED, SECONDED by Director Cañas, that the Board cast its vote for LeeAnn Larsen for the OSBA Board of Directors, position 15. The MOTION CARRIED (7-0).

b. Vote on OSBA Resolutions

Board Chair Strelchun explained that OSBA has submitted three resolutions for member district votes, that the Board has two votes to cast for each resolution (based on the size of the district), and that the Board may choose to cast both votes the same way or to divide the votes.

Director Miller MOVED, SECONDED by Director Sollman, that the Board of Directors vote on the OSBA proposed resolutions.

Board members individually expressed support for, concern regarding, or opposition to specific aspects of OSBA's proposed legislative priorities. Areas of discussion included unfunded mandates, charter schools, and modification of the "kicker" law. Board members determined that they would prefer to vote on each resolution as a separate item of business. They agreed that if the Board's vote was a close split (i.e., 4-3), then the District's two OSBA votes for that resolution would be split, but if the Board's vote was widely divided (e.g., 6-1), then the two OSBA votes for that resolution would not be split. Director Miller made an amended motion to vote on the three resolutions separately.

Resolution 1. Resolution to adopt the 2015 OSBA Legislative Priorities and Policies, as recommended by the Legislative Policy Committee

Director Miller MOVED, SECONDED by Director Sollman, to adopt the 2015 OSBA Legislative Priorities and Policies as recommended by the Legislative Policy Committee. The VOTE WAS SPLIT (3-4), resulting in one OSBA vote to be cast against resolution 1, and one OSBA vote to be cast for resolution 1. Directors Seligman, Clift, Akers, and Miller voted in opposition to resolution 1. Board Chair Strelchun, Director Cañas, and Director Sollman voted in favor of resolution 1.

Resolution 2. Resolution to amend the OSBA Constitution to modify the process for the adoption of OSBA's Legislative Policies

Director Sollman MOVED, SECONDED by Director Miller, to amend the OSBA Constitution to modify the process for the adoption of OSBA's Legislative Policies. The MOTION CARRIED (7-0), resulting in two OSBA votes to be cast for resolution 2.

Resolution 3. Resolution to amend the OSBA Constitution to allow appointment of OSBA Board and Legislative Policy Committee members from a contiguous region if certain conditions are met

Director Sollman MOVED, SECONDED by Director Miller, to amend the OSBA Constitution to allow appointment of OSBA Board and Legislative Policy Committee members from a contiguous region if certain conditions are met. The MOTION CARRIED (7-0), resulting in two OSBA votes to be cast for resolution 3.

c. Vote on OSBA's "Promise of Oregon" Campaign

Board Chair Strelchun provided a summary of OSBA's "Promise of Oregon" campaign, and Board members viewed a video from OSBA's website. Board members discussed their perspectives of the campaign and its goals. Board members who supported the campaign emphasized the value of telling a positive story, and those opposed the resolution spoke against political messages and lobbying.

Director Milller MOVED, SECONDED by Board Chair Strelchun, that the Board of Directors discuss the OSBA Promise of Oregon campaign and vote on whether to adopt the resolution and join in its support. The MOTION CARRIED (5-2). Directors Seligman and Akers voted in opposition to the resolution.

d. Approve High School Course Modification Proposal – Advanced Placement (AP) Human Geography

Executive Director for School Performance Travis Reiman presented the proposed modification of AP Human Geography for approval. The proposal was submitted for first reading on November 18. No public questions or comments were received during the review period. Director Reiman also shared that a review of course maps will be conducted, and additional information will be shared with the Board at a future date.

Director Akers MOVED, SECONDED by Director Sollman, to approve the proposed course modification: AP Human Geography. The MOTION CARRIED (7-0).

e. Approve Policy Revisions

1. Policies GBN/JBA: Sexual Harassment and GBNA: Hazing / Harassment / Intimidation / Bullying / Menacing / Cyberbullying

Director of Equity and Human Resources Saideh Haghighi presented policies GBN/JBA and GBNA for approval. These policies were presented for first reading on November 18. No public questions or comments were received during the review period.

Director Sollman MOVED, SECONDED by Director Cañas, to approve the recommended revisions to policies GBN/JBA: Sexual Harassment and GBNA: Hazing / Harassment / Intimidation / Bullying / Menacing / Cyberbullying. The MOTION CARRIED (7-0).

2. Policy IGAI: Human Sexuality, AIDS / HIV, Sexually Transmitted Diseases, Health Education

Executive Director Reiman presented policy IGAI for approval. The policy was presented for first reading during the October 28 Board meeting. Additional revisions to the policy have been identified, based on feedback and a review of the new legal requirements, Oregon Health Education Standards, the District's current policy, and OSBA's recommendations.

Executive Director Reiman explained that the District has an obligation to teach standards, but also needs to protect parents' rights to access materials and to exempt their students from activities. He outlined a plan, based on conversations with members of the CCAC and the extended community, that focuses on transparency and improving communication with all of the communities that are represented in the District at all school levels. Highlights of the plan include:

- Developing a letter to be posted on the District's website and / or sent from the Office for School Performance in the summer packet; if accessed on the website, the letter will include hyperlinks to Oregon Health Education Standards and Benchmarks, District policy, and relevant Oregon Administrative Standards; if not accessed on the website, assistance will be provided to help parents access the referenced information; the letter will discuss the rights of parents and families, and the District's values regarding working with families to ensure they have the information they need to opt out
- Establishing Professional Learning Communities (PLCs) for health teachers, to ensure that health curriculum used across the District is consistent and that materials are available for parents to review (common planned course statements / pacing guides, syllabi, and curriculum maps)
- Providing detail regarding topics covered grade-by-grade (especially grades 6, 7, 8) in a uniform manner

The following audience members shared concerns about sexual education:

- Kimberly Scott
- Camille Hammond
- Rachael Kitchens
- Kathy Mikitka
- Brian Zmolek (Brian spoke during the audience portion of the meeting)

Board members shared the following thoughts:

- Thanked audience members for their input
- Expressed support for and / or concerns regarding the policy revisions
- Expressed support for including communications in the summer packet, and making information available on the website

- Emphasized the importance of ensuring that all community members have an opportunity to be heard, and allowing families to choose what is right for their own students

Assistant Superintendent Larson explained that, once a law is passed, school districts do not have the authority to determine that they will only comply with a portion of it; however, the public has the power to influence changes by working with their legislators

Superintendent Scott, Executive Director Reiman, and Board members thanked District staff and CCAC members for their work.

Director Cañas MOVED, SECONDED by Director Sollman, to approve the recommended revisions to policy IGAI: Human Sexuality, AIDS / HIV, Sexually Transmitted Diseases, Health Education. The MOTION CARRIED (6-1). Director Akers voted in opposition.

3. Policy LBE: Public Charter Schools

Assistant Superintendent Larson presented policy LBE for approval. The policy was presented for first reading on November 18. No public questions or comments were received during the review period.

Director Sollman MOVED, SECONDED by Director Cañas, to approve the recommended revisions to policy LBE: Public Charter Schools. The MOTION CARRIED (7-0).

f. Approve Purchase of Wireless Network Components

Chief Information Officer Don Wolff asked the Board to approve the purchase of wireless equipment for infrastructure upgrades at the four comprehensive high schools. He explained that this purchase was included in the approved 2014-15 budget; however, it was not included in the recently approved Request for Procurement for network wiring work, since the equipment will be purchased under state-approved purchasing contracts.

Director Clift MOVED, SECONDED by Director Miller, to approve the purchase of wireless components to the lowest bidder, Presidio, in the amount of \$373,017.15. The MOTION CARRIED (7-0).

9. Reports and Discussion

a. College and Career Pathway Update

Executive Director Reiman, College and Career Pathways Coordinator Brooke Nova, Hillsboro High School Career and Technical Education (CTE) instructor Kori Dundas, and District students shared information regarding the Agriculture, Food, and Natural Resources Career Learning Area (CLA). Highlights of the discussion included:

- Career opportunities
- Credit earnings available
- The benefits of internships, and the impact these experiences have on students' lives and career plans

Board members and Superintendent Scott commended staff and students for their presentation, the success of the program, and creating learning opportunities.

b. Division 22 Assurances

Assistant Superintendent Larson presented the required annual report on compliance with the Division 22 Standards for Public Elementary and Secondary Schools, reporting that the District is in compliance with the requirements. He also shared that there will be changes in next year's reporting requirement, and that specific details of the new requirements will be provided to the Board at a future date.

c. 2014 Annual Report

Director Graser presented the 2013-14 State Report Card Data Summary. The data summary is included in the Board packet.

d. Strategic Plan Performance Update

Superintendent Scott informed the Board that the most recent update of the Strategic Plan Performance Update has been posted on the District's website.

e. Early Kindergarten Entrance Update

Assistant Superintendent Larson discussed the 2013 revisions to Policy JEBA: School Entrance Age Requirements, and provided an update on the impact of these changes. He answered Board members' questions and shared the following information:

- The number of inquiries for early entrance to kindergarten and first grade has increased
- The number of students granted early entrance has decreased, even though the evaluation process has become less complicated and less costly
- The number of students granted early entrance is evenly distributed between students who do and do not speak English at home

f. Financial Report

Chief Financial Officer Stewart presented the monthly financial report. He informed the Board that risk management data for November will be included with December data in the January Board report. The report is included in the Board meeting packet.

g. Policies—First Reading

1. Policy DJC: Bidding Requirements

Chief Financial Officer Stewart presented policy DJC for first reading. The updates for this policy align it with the new legal requirements of Senate Bill 254, which specifies the conditions under which districts may use an alternative contracting method for procuring construction manager / general contractor services for public improvement contracts.

10. NWRESA/HCU/HEA Reports

HCU President Devin Hunter shared the following thoughts:

- Discussed factors contributing to the Graduate Teaching Fellows Federation (GTFF) strike at the University of Oregon
- Emphasized the importance of shared values, collaboration, and respect in maintaining a healthy relationship between management and staff
- Observed that Hillsboro School District's (HSD's) administration is vastly different than the University of Oregon's administration, and said that he is glad to be working for HSD

HEA President Maureen Barnhart shared that HEA has a legislative priority list, and will be working toward obtaining adequate support for schools.

11. Superintendent's Time

Superintendent Scott's comments included the following highlights:

- Spoke about the District's invitation to Washington DC to participate in the conversation regarding college and career planning
- Commended staff members for their work in developing the District's college and career program
- Wished Board members "Happy holidays," and thanked them for all of their hard work in their volunteer positions

12. Board of Directors' Time

Board members shared the following thoughts:

- Director Seligman
 - Said that approving the sexual education policy will result in information being made available to the community; encouraged community members to contact the Board if they are concerned about the information as they review it
- Director Cañas
 - Wished everyone "Happy holidays"
 - Spoke about the importance of balancing intellect and instinct
 - Said that she is proud of the District's progress in the college and career pathway program
- Director Clift
 - Thanked everyone for the discussion
 - Thanked students and staff who attended the meeting
 - Spoke about the importance of evaluating curriculum
 - Wished everyone "Happy holidays" and a good year
- Director Akers
 - Expressed disappointed in the governor and his proposed budget
 - Shared his observations of PLC meetings, commending staff for their high level of professionalism and candidness, as they work together for the benefit of students
- Director Sollman
 - Discussed the accomplishments of Tobias Elementary School students, including their participation in the Lego robotics competition

- Shared her experiences reading *How the Grinch Stole Christmas* at elementary schools, and described the opportunities this activity provides for communicating with students and observing what is happening at schools
- Emphasized the importance of lowering class size
- Wished everyone a wonderful break
- Director Miller
 - Thanked everyone for attending the meeting
 - Shared that Christmas is his favorite time of year
 - Wished everyone “Mele Kilikimaka” and “Hau'oli Makahiki Hou”
- Board Chair Strelchun
 - Thanked administrators and staff members for their leadership, for the valuable work that is being done, and for the art work displayed in the Boardroom
 - Shared that she is proud of the District
 - Wished everyone “Happy holidays”

13. Follow-Up Items

Request	Action
Revise legislative priorities	Provided

14. Executive Session

No executive session was called.

15. Adjournment

The meeting was adjourned at 10:16 p.m.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

A. Ratify the acceptance of the retirement of the following licensed personnel:

1. **Wayne Strouhal**

Assignment: 1.0 FTE Science
Location: Poynter Middle School
Effective Date: January 31, 2015

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

1. **Michelle Lazarus**

Assignment: Supervisor of Transportation II
Location: Transportation Center
Effective Date: December 1, 2014

C. Approve the employment of the following licensed personnel in the 2014-15 school year:

1. **Allison Combs**

Education: MA – University of Arkansas, Fayetteville, AR
Experience: 11 years
Assignment: 0.6 FTE Dean / TOSA – Witch Hazel Elementary School,
0.4 FTE Dean / TOSA – Orenco Elementary School

2. **Teresa Davenport**

Education: BA - Emporia State University, Emporia, KS
Experience: 23 years
Assignment: 1.0 FTE Math – Liberty High School

3. **Shannon McIntyre**

Education: MA – Pacific University, Forest Grove, OR
Experience: 1 year
Assignment: 1.0 FTE Business / Marketing – Glencoe High School

4. **Sarah Miller**

Education: MA – Willamette University, Salem, OR
Experience: None
Assignment: 1.0 FTE Kindergarten – Rosedale Elementary School

D. Approve the employment of the following licensed personnel in the 2014-15 school year, who have held temporary status:

1. **Keith Allen**

Education: MA – University of Portland, Portland, OR

Experience: 34 years

Assignment: 0.5 FTE Publication – Century High School

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
ACCEPT GIFTS AND DONATIONS

SITUATION

District Policy KH states that the District may receive donations of gifts which 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 \$500 or more.

- Donation of \$9,443.57 from Patterson Booster Club to Patterson Elementary School for the purchase of new computers to replace computers in the 3/4 grade pod and the 5/6 grade pod
- Donation of \$840 from Rebecca McAllister to W. L. Henry Elementary School for the backpack program
- Donation of \$500 from Sydney and Paul Lizundia to W. L. Henry Elementary School for the backpack program
- Donation of \$1,000 from Jon Russell to W. L. Henry Elementary School for the backpack program
- Donation of \$3,500 from Thunder Softball to Liberty High School for the softball program
- Donation of \$1,000 from Timothy Alig to North Plains Elementary School for general education
- Donation of \$5,086.15 from Minter Bridge PTA to Minter Bridge Elementary School, to be used as follows:
 - \$2,415.00 for the purchase of three Red Cat systems
 - \$2,671.15 for the music department
- Donation of \$2,713.68 from Ovations Food Services, LLC, to Century High School for the band program
- Donation of \$9,588 from Genentech to Jackson Elementary School for Project Lead the Way robotics and construction kits
- Donation of \$5,460 from First Tech Credit Union to Jackson Elementary School for Project Launch Science
- Donation of \$1,850 from Wells Fargo Advisors to Liberty High School for softball field repairs
- Donation of \$2,000 from the MacWilliams Family to Liberty High School for the Friends of Rachel student club
- Donation of \$726.31 from Target Take Charge, to be used for general education and distributed as follows:
 - \$386.78 to Glencoe High School
 - \$339.53 to Lenox Elementary School

- Donation of \$665 from Indian Hills PTO to Indian Hills Elementary School, to be used as follows:
 - \$65 for general education
 - \$200 for kindergarten classroom rug
 - \$400 for classroom laser printer
- Donation of \$1,505 from Intel Involved volunteer program, to be distributed and used as follows:
 - \$320 to North Plains Elementary School for general education
 - \$1,185 to Glencoe High School for the speech and debate program
- Donation of \$5,550 from Washington First Robotics to Glencoe High School for the Shockwave robotic team
- Donation of \$10,000 from the Bofie family, through Farmington View Parents for Excellence to Farmington View Elementary School, to be used to build two boats through the school's STEM program
- Donation of \$532.50 from United Way to be used for general education, and distributed as follows:
 - \$15.00 to Imlay Elementary School
 - \$62.50 to Lenox Elementary School
 - \$65.00 to Orenco Elementary School
 - \$120.00 to Patterson Elementary School
 - \$270.00 to Tobias Elementary School
- Donation of \$872.47 from Wells Fargo Community Support, to be used for general education and distributed as follows:
 - \$7.00 to Indian Hills Elementary School
 - \$52.00 to McKinney Elementary School
 - \$64.62 to Rosedale Elementary School
 - \$99.97 to Patterson Elementary School
 - \$105.01 to Century High School
 - \$144.04 to Mooberry Elementary School
 - \$193.83 to Imlay Elementary School
 - \$206.00 to Lincoln Street Elementary School
- Donation of \$2,865.45 from Lenox Booster Club to Lenox Elementary School, to be used as follows:
 - \$365.45 for classroom supplies
 - \$2,500 for projectors
- Donation of \$5,819.80 from Farmington View Boosters to Farmington View Elementary School, to be used as follows:
 - \$391.00 for after-school programs
 - \$428.80 for substitutes for teachers going to outdoor school
 - \$5,000.00 for five promethean boards

RECOMMENDATION

The Superintendent recommends the Board of Directors accept the donations.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
APPOINT MEMBER TO THE
CITIZENS' CURRICULUM ADVISORY COMMITTEE

SITUATION

In accordance with Policy IFF, the Board of Directors established the Citizens' Curriculum Advisory Committee (CCAC) to provide for citizen involvement in the development of the schools' curriculum and instructional programs and input into those curricular areas identified by the Board. CCAC members are parents and/or citizens who reside in the District's attendance area, and are appointed by the Board. The term of service for CCAC members is two years. Terms are staggered so that one-half of members' terms end each year.

CCAC member Karen Hanson recently notified the District of her resignation from the committee. The CCAC has reviewed the qualifications of Melanie Davis, who submitted her application on September 29 (shortly after the Board appointed the new 2014-15 CCAC members). The committee is requesting that Ms. Davis be considered as a candidate for the vacant position, and that the Board approve her appointment through the remainder of the term – June 30, 2016.

RECOMMENDATION

The Superintendent recommends the Board of Directors appoint Melanie Davis to the Citizens' Curriculum Advisory Committee.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
ACCEPT 2013-14 AUDIT REPORT

SITUATION

The firm of Grove, Mueller & Swank, P.C., has completed its report on the audit of the District's financial statements for 2013-14. Copies of the Comprehensive Annual Financial Report have been provided to the Board of Directors, and a representative from Grove, Mueller & Swank, P.C., will attend the Board meeting to provide a brief overview of the document and answer any questions.

RECOMMENDATION

The Superintendent recommends the Board of Directors listen to the auditor's verbal report and ask questions. After the report, it is recommended that the Board of Directors accept the audit report for 2013-14.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
APPROVE ISSUANCE OF PENSION OBLIGATION BONDS

SITUATION

The Hillsboro School District has an unfunded actuarial liability (UAL) with the Oregon Public Employees Retirement System (PERS), totaling \$39.86 million, as of December 31, 2013. This UAL could increase the District's PERS costs in future years.

In 2005, the District issued \$102 million in Pension Bonds to pay off a UAL with PERS. The proceeds from these bonds were placed in a side account at PERS to offset future rate increases. Through 2013, these Pension Bonds have saved the District nearly \$23 million.

The District has been working with Piper Jaffray, Underwriters, and Hawkins, Delafield & Wood, Bond Counsel, to review the possibility of issuing bonds to offset the current \$39.86 million UAL. During the January 13, 2015, Board meeting, information regarding this option was shared with the Board.

A resolution has been prepared by the District's bond counsel, Ann Sherman of Hawkins, Delafield & Wood. At least a 3 percent savings is required by the State of Oregon for the refunding to take place. The costs associated with this process would be paid for from the proceeds of the refunding; the 3 percent is figured net of these costs.

RECOMMENDATION

The Superintendent recommends the Board of Directors adopt the attached resolution authorizing the issuance, sale, and delivery of its full faith and credit pension bonds.

RESOLUTION NO. ____

A RESOLUTION AUTHORIZING FULL FAITH AND CREDIT PENSION BONDS

WHEREAS the Hillsboro School District No. 1J, Washington, Yamhill, and Multnomah Counties, Oregon, (the “District”) is authorized by ORS 238.692 to 238.698 to issue revenue bonds, pursuant to ORS Chapter 287A, to finance its pension liability, as defined in ORS 238.692(1); and

WHEREAS ORS 287A.315 permits the District to pledge its full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay revenue bonds authorized by ORS 238.692 to 238.698 and ORS Chapter 287A; and

WHEREAS the District has an accrued unfunded actuarial liability (“UAL”) to the State of Oregon Public Employees Retirement System (“PERS”); and

WHEREAS the District previously issued its Limited Tax Pension Bond, Series 2005A (Federally Taxable) (the “Existing Bonds”), to finance a portion of the UAL; and

WHEREAS the PERS’ actuary has estimated that the District’s net UAL to PERS, as of December 31, 2013, is approximately \$39,863,282; and

WHEREAS PERS requires the District to pay this UAL over a period of years with interest at PERS’ assumed earnings rate, which is currently seven and three-quarters percent per annum; and

WHEREAS current interest rates in the bond market are below the rate of return that PERS may receive in the future, creating the opportunity for the District to finance its unfunded pension liability and reduce its costs;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF HILLSBORO SCHOOL DISTRICT NO. 1J, WASHINGTON, YAMHILL, AND MULTNOMAH COUNTIES, OREGON, RESOLVES:

SECTION 1. BONDS AUTHORIZED

(1) The District hereby authorizes the issuance, sale, and delivery of its full faith and credit pension bonds (“Bonds”), in accordance with this resolution and in an amount which does not exceed the amount necessary to produce net proceeds equal to the District’s estimated UAL as of the expected closing date of the Bonds, plus estimated costs related to the Bonds. The Bonds may be issued in one or more series.

(2) Bond proceeds may only be used to pay the District’s pension liability to PERS, and to pay costs related to the Bonds.

(3) As required by the Internal Revenue Code of 1986, as amended, the Bonds shall be “federally taxable bonds” which bear interest that is not excludable from gross income under Section 103(a) of that code. Interest will, however, be exempt from Oregon personal income taxation.

(4) The Bonds shall not be sold at a true interest cost of more than 5.00% per annum. The Superintendent, Chair, Chief Financial Officer, or Manager of Business Services (each of whom is referred to in this resolution as a “District Official”) shall compare the cash flows required to pay the

Bonds to the cash flows that are estimated to be required payment to PERS for the District's UAL, and determine a Bond structure which the District Official estimates will be advantageous to the District.

SECTION 2. DELEGATION

Any District Official may, on behalf of the District, and without further action by the Board of Directors (the "Board"):

- (1) Participate in the preparation of, authorize the distribution of, and deem final any official statement or other disclosure documents relating to the Bonds.
- (2) Enter into covenants for the benefit of owners of the Bonds that are intended to improve the terms under which the Bonds are issued.
- (3) Apply for ratings on the Bonds and purchase municipal bond insurance or obtain other forms of credit enhancements for the Bonds, enter into agreements with the providers of credit enhancement, and execute and deliver related documents.
- (4) Negotiate the terms of and enter into a bond purchase agreement for the Bonds with Piper Jaffray & Co. - Seattle-Northwest Division, as underwriter, and a paying agent and/or fiscal agent agreement with U.S. Bank National Association.
- (5) Establish the final principal amount, payment schedule, interest rates (subject to the limit in Section 1(4) of this resolution), sale price and discount, redemption terms, payment terms and dates, and other terms of the Bonds.
- (6) Undertake to provide continuing disclosure for the Bonds in accordance with Rule 15c2-12 of the United States Securities and Exchange Commission.
- (7) Approve and execute one or more bond declarations or similar documents, which describe the financial terms, administrative provisions and covenants for the Bonds.
- (8) Make any clarifying changes or additional covenants not inconsistent with this Resolution.
- (9) Execute and deliver the Bonds and any other agreements or other documents, and take any other action in connection with the Bonds that a District Official finds is desirable to permit the sale and issuance of the Bonds in accordance with this Resolution.

SECTION 3. SECURITY FOR BONDS

Pursuant to ORS 287A.315 and ORS 238.694, the District hereby pledges its full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay the Bonds. The District is not authorized to levy additional taxes to pay the Bonds.

SECTION 4. DESIGNATION OF BOND COUNSEL AND UNDERWRITER

The District hereby designates Hawkins Delafield & Wood LLP as Bond Counsel for the issuance of the Bonds, and Piper Jaffray & Co. – Seattle-Northwest Division as Underwriter for the issuance of the Bonds.

SECTION 5. EFFECTIVE DATE

This resolution shall take effect on the date of its adoption by the Board.

Passed by the Board this 27th day of January, 2015.

**HILLSBORO SCHOOL DISTRICT NO. 1J,
WASHINGTON, YAMHILL, AND MULTNOMAH
COUNTIES, OREGON**

Chair

ATTEST:

Superintendent

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
APPROVE REAL ESTATE PURCHASE

SITUATION

In January 2011, the District signed a Purchase and Sale Agreement (PSA) with Hagg Lane, LLC, to purchase 10 acres in the Urban Growth Expansion area of South Hillsboro. The original PSA did not designate the exact location of the 10 acre parcel, but did stipulate a general location and that the property be free of wetlands and other impediments to construction. Now that the concept planning in South Hillsboro is complete, the District and Hagg Lane, LLC, have designated the location, and the District is prepared to purchase the land.

RECOMMENDATION

The Superintendent recommends the Board of Directors approve the purchase of 10 acres from Hagg Lane, LLC, in the South Hillsboro Urban Growth Expansion Area, per the January 2011 Purchase and Sale Agreement, including amendments and exhibits, and authorize staff to apply for a 10-acre Property Line Adjustment from Washington County.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
ADOPT 2015 LEGISLATIVE PRIORITIES

SITUATION

On November 18, December 9, and January 13, the Board of Directors discussed priorities for advocacy during the 2015 Legislative Session.

The approved priorities will 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 District faces challenges in securing stable, adequate funding for general programs and operations, serving a diverse student population with unique needs and an equally diverse community with multiple interests and priorities, and doing business differently in a heavily regulated environment. Using student academic success as the focal point for the District, the Board has selected priorities in the following areas to guide communication during the 2015 legislative session:

- 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

After the Board has adopted its legislative priorities, information sheets will be finalized to provide additional talking points.

RECOMMENDATION

The Superintendent recommends the Board of Directors adopt the 2015 legislative priorities.

Hillsboro School District DRAFT Legislative Priorities — 2015-2017

Rev. 1/12/15

Prior to the beginning of each full legislative session, the Hillsboro School District Board of Directors adopts a set of priorities to guide advocacy efforts and provide talking points for Board members, when interacting with elected officials. These priorities also provide important information to staff and community members about items of high importance to the District.

For the 2015-2017 biennium, the Board has identified the following priorities:

1. Provide stable and adequate funding for K-12 education.
 - a. Fund schools in a manner that reflects Oregon's goal of providing a high quality education for students; work toward investing at a level that makes a higher percentage of Oregon students competitive, both nationally and globally.
 - b. At a minimum, maintain K-12's portion of the state's general fund budget of 39.8%; preferably, begin reinvesting to restore K-12's 2005-2007 level of 42.7%.
 - c. While money should be added to the State School Fund (SSF) to support any new initiatives, the current SSF allocation should not be carved out and tied to specific expenditures, with the result that the funding "base" needed to support general school operations is reduced in order to provide something new or different.
 - i. Hillsboro School District (HSD) has created a budget projection for the biennium, assuming a State School Fund (SSF) allocation of \$7.385 billion. Funding at this level would allow the District to maintain its current service level (doing the same things in future years that are currently being done), offer full-day kindergarten beginning in 2015-16, and provide "step" salary advancement to eligible employees. Note that the District would still be relying on approximately \$1.2 million annually from voluntary Gain Share gifts from the City of Hillsboro and Washington County to hold a full school year. (Gain Share funding currently supports four school days, but would support three school days at the \$1.2 million level).
 - ii. The Governor's Budget recommendation calls for \$6.914 billion for K-12 education, of which \$6.69 billion is for "base" spending, and \$220 million is identified for full-day kindergarten. At this funding level, the District would experience a shortfall of \$4.8 million in 2015-16.
 - iii. Oregon School Boards Association is recommending an allocation of \$7.5 billion for K-12 education, of which \$7.3 billion is for base spending, and \$200 million is identified for full-day kindergarten. At this funding level, the District would receive an additional \$1.8 million above what is needed to maintain the current service level in 2015-16, which would allow the District to make additional reinvestments in its system.
 - d. Meeting the Governor's 40-40-20 goal will require targeted investments over and above what is needed for general school operations.
 - i. There are six recognized career pathways: Human Resources; Health Services; Business and Management; Industrial and Engineering Systems; Agriculture, Food, and Natural Resources; and Arts and Communications. Each year, Washington County schools graduate approximately 7,000 students. Over 10 years, this will result in a total of 70,000 graduates. It is estimated that, during the same time period, there will be approximately 35,000 jobs in the Industrial and Engineering Systems pathway alone. HSD currently does not offer enough experiences to enough students to prepare for this demand.

Hillsboro School District DRAFT Legislative Priorities — 2015-2017

Rev. 1/12/15

- ii. HSD currently has 19 Career-Technology Education (CTE) teachers. The District would need at least 30-31 (approximately three more per high school) in order to begin providing the experiences students need to be prepared for post-secondary education and opportunities. Twelve CTE teachers would cost approximately \$990,000.
 - iii. Colleges also need supports to provide education programs that will prepare future CTE teachers. (There is currently a shortage.)
 - e. Do not use punitive budgeting practices; withholding funds from a district that fails to meet certain targets—when a primary reason those targets weren’t met is a lack of funding/resources—is counter-intuitive and counter-productive.
- 2. Maintain the current Gain Share structure.
 - a. Because local jurisdictions are the ones creating Strategic Investment Program agreements with large employers, abating taxes, and absorbing other impacts from business expansions, those local jurisdictions should maintain their current distributions under the Gain Share program. Any subsequent gifts those local jurisdictions make to school districts should not be considered collections in lieu of property taxes or deducted from those school districts’ SSF allocations.
- 3. Streamline the inter-district transfer process.
 - a. Current laws governing inter-district transfers (HB 3681: Open Enrollment and HB 2747: Inter-District Transfer) are contradictory and confusing. HSD urges a single system and timeline for processing inter-district transfer requests. This process should be as open, family-friendly, and non-discriminatory as possible, while still allowing districts to plan and process the requests in an efficient manner.
- 4. Clarify, streamline, and support state reporting requirements.
 - a. Oregon Department of Education (ODE) currently requires school districts to complete 81 different reports annually. Preparing these reports requires thousands of hours of staff time each year. HSD urges the Legislature to:
 - i. Support ODE’s ability to fully audit their current reporting requirements and identify areas where:
 - 1. Business rules could be clarified to provide additional guidance to districts, generate more consistency in data submission across districts, and reduce the need for cross-audits/validation of data;
 - 2. Districts could submit raw data and have ODE apply the business rules centrally;
 - 3. Cross audits could be minimized/eliminated;
 - 4. There are reports that are merely “legacies,” and do not serve any current purpose (also – identify the purpose for each current report);
 - 5. There are similar reports that could be easily combined;
Examples: Physical Education Facilities and Physical Education Minutes; CTE Student and CTE Course; possibly Kinder Assessments (there are currently three different submissions for each student)
 - 6. There are requests for data that districts cannot access;

Hillsboro School District DRAFT Legislative Priorities — 2015-2017

Rev. 1/12/15

Example: Class Roster, which includes information on Average Daily Membership (ADM) and Staff Assignment. When students take some of their classes online or through PCC, HSD may not have access to information about their classes or instructors; this results in hundreds of audit errors, stating that the student was claimed on ADM but not Class Roster

7. And so on.

- ii. Avoid passing new legislation that requires additional reports, and consider whether the requested data can be gleaned from existing reports.
- iii. Include a realistic estimate of the impact any new reporting will have on districts, and identify additional supports that will be provided (e.g., additional staffing, funds to pay existing staff, and/or sufficient time to work with the student information system software provider to create appropriate reports within the system).

Examples of reporting requirements with no supports: Recent Arrivers (requires manual tracking of students); Restraint and Seclusion; Class Roster; IUID; etc.

- 5. Provide additional funding for any new requirements.
 - a. Any new requirements that will cost districts money and/or staff time to implement need to have new funding sources attached to them. For example:
 - i. New PE requirements for 2017-18 still do not have an identified funding source.
 - ii. The Integrated Pest Management requirement, which came with no additional funding, costs HSD approximately \$250,000/year.
 - iii. Full-day kindergarten could cost HSD up to \$3 million in capital purchases and infrastructure improvements.
 - iv. HB2693 calls for 1 nurse for every 750 students by 2020, but has no identified funding source.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
APPROVE REVISIONS TO POLICY DJC: BIDDING REQUIREMENTS

SITUATION

Senate Bill 254 specifies the conditions under which districts may use an alternative contracting method for procuring construction manager / general contractor services for public improvement contracts. The Senate Bill requires the Attorney General to draft model rules for procuring such services, and requires that districts use the Attorney General's rules, even if the districts have adopted their own purchasing rules. Oregon School Boards Association has recommended updates for policy DJC: Bidding Requirements to align it with the new legal requirements.

The revised policy was presented for first reading during the December 9 Board meeting; no public questions or comments were received during the review period.

RECOMMENDATION

The Superintendent recommends the Board of Directors approve the revisions to policy DJC: Bidding Requirements.

Hillsboro School District 1J

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

Bidding Requirements

The Board is the Local Contract Review Board (LCRB) for the District. All public contracts shall be invited in accordance with applicable competitive procurement provisions of Oregon Revised Statutes and adopted public contracting rules.

The Board, acting as its own LCRB, will adopt¹ the Oregon Attorney General's Model Public Contracts Manual Rules, OAR Chapter 137, Divisions 046 through 049, in effect at the time this policy is adopted.

The District shall procure the construction manager / general contractor services in accordance with model rules the Attorney General adopts under ORS 279A.065(3).

Additionally, the Board may include as part of its rules portions of the Oregon Department of Administrative Services rules governing Public Contract Exemptions, OAR Chapter 125, Divisions 246-249, in effect at the time this policy is adopted.

Where necessary, the Board has made the written findings required by law for exemptions from competitive bidding. Such findings shall be maintained by the District and made available on request.

The District shall review its rules each time the Attorney General adopts a modification of the model rules as required by ORS 279A.065 (5)(b) to determine whether any modifications need to be made to District rules to ensure compliance with statutory changes. New rules, as necessary, shall be adopted by the Board.

In the event it is unnecessary to adopt new rules, Board minutes will reflect that the review process was completed as required. The Board recognizes that a public contracting agency that has not established its own rules of procedure as permitted under ORS 279A.065(5) is subject to the model rules adopted by the Attorney General, including all modification to the model rules that the Attorney General may adopt.

Procurements estimated to be in excess of \$250,000 shall go through the cost analysis and feasibility process described in ORS 279B.

END OF POLICY

¹Public Contracts shall be governed by ORS Chapter 279, 279A, 279B and 279C. Additionally, the Board may, as provided by ORS 279A.065, adopt the Oregon Attorney General's Model Public Contract Rules, OAR Chapter 137 governing purchasing/ bid procedures. The Board may also adopt the Oregon Department of Administrative Services rules governing Public Contract Exemptions, OAR Chapter 125. The Board may adopt portions of those rules or adopt its own rules. A Board that has not established its own rules of procedure for public contracts is subject to the model rules (OAR Chapter 137) adopted by the Attorney General.

Legal Reference(s):

ORS Chapters 279A, 279B and 279C
OAR Chapter 125, Divisions 246-249

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL (2004).

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
DISCUSS CITY VIEW CHARTER SCHOOL RENEWAL REQUEST

SITUATION

On December 17, 2014, the City View Charter School Board of Directors submitted a letter to the District requesting a ten-year renewal of its existing charter. The District has 45 days per statute (ORS 338.005 – 338.165) and Board policy (LBE: Public Charter Schools and LBE-AR) to conduct a public hearing to consider renewing the charter. The length of the charter school renewal shall be a minimum of five years.

The public hearing will be conducted on January 27, 2015. Following the public hearing, the District has 30 days to approve the charter renewal or state in writing the reasons for denying the renewal request. If the Board approves the charter renewal, the Board and the public charter school shall negotiate a new charter within 90 days, unless the Board and the public charter school agree to an extension of the time period.

RECOMMENDATION

The Superintendent recommends the Board of Directors discuss the City View Charter School renewal request and ask any questions they may have.



City View Charter School

A School of Expeditionary Learning
www.cityviewcharter.org

December 17, 2014

Kim Strelchun
Chair, Hillsboro School District Board of Directors
3083 N.E. 49th Place
Hillsboro, OR 97124

Dear Ms. Strelchun

As provided by ORS 338.065 and in accordance with our current charter agreement, the City View Charter School Board of Directors and school community is requesting a 10 year renewal of its charter.

In addition to the charter renewal request I wish to inform you of our intention to request and negotiate an increase in the City View enrollment cap to 432 students and an increase of our percentage of SSF to 90%.

We look forward to working with you and the Hillsboro School District Board as we go through the charter renewal process.

Sincerely,

Mark Needham
Board President
City View Charter School

Investing in our Future

City View Charter School was established in September 2004 by local parents with the intention of providing the Hillsboro School District with opportunities to innovate and to expand its avenues for childhood education and enrichment. The focus of the school was in keeping with ORS 338.015: "It is the intent of this chapter that new types of schools, called public charter schools, be created as a legitimate avenue for parents, educators and community members to take responsible risks to create new, innovative and more flexible ways of educating children within the public school system. It is the intent that public charter schools may serve as models and catalysts for the improvement of other public schools and the public school system."

Over the last ten years City View has held true to its mission as a learning community of students, teachers, and parents who practice collaboration, lifelong learning, critical thinking and service to the community to nurture our curiosity, character and creativity – especially that of our students – by applying the philosophy and practices of Expeditionary Learning.

City View is an organic Hillsboro School District publicly-chartered, local non-profit school. We are not a for-profit franchise but are affiliated with Expeditionary Learning (EL), a nation-wide school improvement organization. Expeditionary Learning is a network of over 160 schools across the country. EL is a leader in the move to National Common Core Standards. It's unique activity based learning model is well suited to proficiency based instruction. City View has a flexible and nimble approach to meeting student and family needs such as special needs students, former home schooling families.

We have grown from our initial population of 60 students to 192, 24 students per class K-6, and a combined classroom of 7th & 8th graders. Our charter currently allows for 216 students and we are looking at opportunities to reconfigure our existing facility for one additional classroom to serve that number. We would like to expand and to provide the innovative educational opportunities provided by Expeditionary Learning to a larger number of Hillsboro students. Our strategic plan calls for enrollment growth to 432 students.

Our overall waitlist has seen a steady increase, over 300 children this year. However, the school's Board and Administrative Body know that our current location lacks the facilities we need to expand to our full potential. The size and configuration of the buildings and land, matched with current lease renegotiations, impede our ability to develop fully. We would like to see our school grow in proportion to the growth of the general school district. In addition to the requested enrollment increase City View is requesting an additional percentage increase of SSF funding to 90%.

ODE Charter School Rate Through HSD to City View is \$6823 per student	
Current 80% per student	\$5,458 to City View
At 85%	\$5,800
At 90%	\$6,141

Total Yearly SSF through HSD to City View			
% of SSF	SSF Amount	Amount of Increase	% of HSD Budget*
Total for year at 80%	\$1,074,814		0.560%
Total for year at 85%	\$1,138,578	\$63,764	0.594%
Total for year at 90%	\$1,202,342	\$127,529	0.627%
*HSD 2014-15 Board Approved Budget, General (Operational) Revenue Estimate			

With an increase in our school size and increase in funding we could begin to develop or expand the types of activities and facilities we need to thrive. These include a Physical Education Program with indoor and outdoor facilities, a Lunch Program with a kitchen to provide economically disadvantaged students free or reduced fee hot meals and dedicated small group work spaces for increased differentiation of instruction for special needs students.

The increase in SSF will help bridge the salary gap between HSD employees and City View employees in addition. Our strategic plan calls for measures to facilitate higher teacher retention rates. Bringing salary more in line with district will create a “like pay for like work” system.

2014-15 Licensed Staff	14-15 Wages at CV	14-15 Wages at HSD	Variance	
5 teachers with BA Education	\$170,905	\$227,372	\$56,467	
8 Teachers with MA Education	\$260,846	\$313,845	\$53,000	
			\$109,467	Total Wage Variance
			\$22,376	20.29% - 22.29% PERS
			\$10,947	Taxes on Total Wages
			\$142,790	Total cost to bring 13 teachers to HSD levels.

When our state legislature put the charter school bill into motion the intent was to give districts more flexibility to expand and explore diverse possibilities for educating and guiding our children. Because we live in a dynamic and ever evolving world it is our duty to maintain an education environment able to adjust to the demands. City View is a well-established institution with immeasurable value. Its flexibility is a testament to the ideology of Public Charter Schools. In the past five years City View has matured to the point where we are ready for the next step in our evolution and can continue on our trajectory of positive impact to the Hillsboro School District. It is our goal to be a more substantial part of the Hillsboro education community.

This is an excellent time to address HSD community calls to action for positive alternative educational models. Options programs are forming in various HSD schools. Why not expand an existing program that has proven to be successful?

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
ANNOUNCE SCHOOL BOARD ELECTION PROCESS AND TIMELINE

SITUATION

On May 19, 2015, elections will be held statewide for all school board positions expiring June 30, 2015. Three positions on the Hillsboro School District Board of Directors will be on the ballot. The term of service for the Hillsboro School District Board is four years. Board positions are elected, volunteer positions. Candidates for Board positions must be registered voters and live within District boundaries. Following the election, new Board members will be sworn in at the first Board meeting in July 2015.

For more information about Board duties, interested patrons may contact Val Bokma, assistant to the Board, at 503-844-1500. The District has also scheduled a “brown bag” lunch information session at the Administration Center on Wednesday, February 4, from 12:00-1:00 p.m. for patrons who would like an opportunity to learn more about Board service.

Positions Up For Election

Position 4, currently held by Kim Strelchun

Position 5, currently held by Adriana Cañas

Position 7, currently held by Wayne Clift

Key Dates

February 7 First day for a candidate to file

March 19 Last day for a candidate to file

March 23 Last day for a candidate to file a Voter's Pamphlet statement (\$25 fee)

May 19 Election day

Election information and forms are available on the Washington County Elections Office website at: <http://www.co.washington.or.us/Elections>, or a packet may be picked up from the elections office at 3700 SW Murray Blvd., Suite 101, Beaverton, Oregon. The elections office phone number is 503-846-5800.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
INTER-DISTRICT TRANSFERS OVERVIEW AND INPUT –
OPEN ENROLLMENT UPDATE

SITUATION

Two pieces of legislation currently dictate how districts manage and process inter-district transfers: House Bill 3681 (Open Enrollment, 2011), and House Bill 2747 (Inter-District Transfers, 2013). Although both processes attempt to foster choice and remove barriers for families who wish their students to attend school outside of their resident districts, the rules and timelines for the two processes are different. This causes confusion for families, and is difficult for districts to manage.

The chart below compares specific attributes of each process:

	Open Enrollment (HB 3681)	Inter-District Transfers (HB 2747)
Board action	Must act before March 1 to announce participation and slots available	Must act to announce participation and slots available; can act multiple times, as long as no requests are pending
Timeline	March 1-31	District decision
Release from home district	Not required	Required, but based on slot availability / lottery
Length of transfer	Through completion of 12 th grade	District decision, must be applied consistently
Revocation	Not possible; the student is considered a resident of the new district; however, the student could be moved to another school within the new district	Possible for attendance and behavior; must be applied consistently
OSAA implications	9 th graders eligible; others not eligible for one year	None
Sunset	July 1, 2017	None
Decision process	Lottery	Lottery
Sibling preference	Allowed	Allowed
Impact of mid-year move	No impact	Student allowed to remain in current district for remainder of school year

There is a general consensus that some type of legislative action regarding inter-district transfers will be taken during the 2015 session, but it is unclear whether any changes to current legislation will take effect for the 2015-16 or 2016-17 school year.

Last year, Hillsboro School District took a liberal approach to inter-district transfers through the HB 2747 process; the District would be inclined to do the same again this year. Therefore, it is recommended that the District not participate in HB 3681 Open Enrollment this year, and instead focus on admitting students under the HB 2747 process, which can be conducted later in the spring, when additional information is available about the District's resident student enrollment forecast and any potential legislative action that would impact transfers for the 2015-16 school year.

RECOMMENDATION

The Superintendent recommends the Board of Directors listen to the information provided, and ask any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
FINANCIAL REPORT

Business Office. The Business Office has transitioned smoothly from 2014 to 2015. The 2014 fourth quarter and annual reports have been completed and submitted. Tax forms for 2014, including 1099-MISCs and W-2s, have been generated and distributed.

Each team within the Business Office is committed to maintaining compliance with federal, state, and local rules within their areas of specialty. The teams target professional development opportunities that will assist them in keeping their skills and practices current, and allow them to serve as resources for staff throughout the District.

Business Office staff members are working together to develop a new public website and intranet to better serve District staff. In addition to the iPortal, which is available to all staff, the intranet site will connect all of the District's professionals, and allow them to administer internal controls over cash and other assets in a completely new way.

Finance Team – Banking and Accounts Payable. In response to the extremely rigorous testing of the District's new auditing firm, Finance Manager Ann Ballard and the Finance Team have developed a periodic checklist of activities that aligns the audit process with policy at a higher and more efficient level.

The new District Webstore is being used to process payments from other school districts for staff registering to attend a regional Synergy (Student Information System Software) conference being hosted by Hillsboro School District in March 2015. It is exciting to be able to accommodate online payments through the use of PayPal accounts and credit cards.

Another recent improvement is a change in the donation management process that aligns transparency and control with the schools' student body accounts in a much more efficient manner. The shift in practice requires simultaneous review and revisions to the current Associated Student Body Accounting Manual.

Payroll and Benefits Teams. It has been a good year for payroll, with refinements to the procedures for capturing and processing data in a timely manner. In addition to the project of improving Transportation payroll processing, payroll staff members are participating with Human Resources staff members in reviewing and streamlining the staffing process, and increasing position control throughout the District.

Payroll Supervisor Kim Grannis and her team completed the final payroll of the year, and balanced payroll to the penny for all reporting purposes. All employee W-2s were made available with the January payroll on January 20, 2015.

The Benefits Team met with the Employee Benefits Advisory Committee on January 7, 2015. This committee fulfills the contractual requirement for “Insurance Committees,” and provides an opportunity for all employee group representatives to review and confer regarding benefits available to District staff. A major conversation topic is the Oregon Education Benefits Board (OEBB) dependent eligibility verification, scheduled for October 2015, during which all District staff members participating in medical, vision, or dental insurance will have to provide documentation for their dependents.

Additionally, a free PERS seminar will be offered to all interested staff members and their spouses on February 26, 2015, at the Administration Center.

Grants. Grants Fiscal Planning Specialist Jeff Jones has developed a new process for facilitating creative programs spanning many revenue sources. This powerful tool will assist in leveraging professional development and other opportunities promoted by the Office for School Performance in alignment with the District’s Strategic Plan. Mr. Jones is also working closely with Student Services staff members to compile the information that is needed for documenting a request for high-cost disability grant reimbursement from the Oregon Department of Education.

Risk Management Reports. The District has received two new Worker’s Compensation claims since December 1, 2014. Currently, there are 13 open claims; 9 are for medical costs only, and 4 include time loss. There were no employees on modified work plans during December.

Workers’ Compensation Report.

Worker’s Compensation Claims			
	2012-13	2013-14	2014-15
July	2	4	2
August	4	5	7
September	6	3	8
October	7	1	12
November	3	2	1
December	3	7	2
January	4	9	
February	5	4	
March	5	7	
April	10	8	
May	4	5	
June	8	2	
Yearly Total:	61	57	32

Student Accident Report. There were 55 student accidents reported in December.

Student Incident Reports			
	2012-13	2013-14	2014-15
July	2	0	4
August	13	10	1
September	133	141	83
October	149	190	67
November	105	96	59
December	127	87	55
January	92	88	
February	118	66	
March	124	47	
April	108	117	
May	74	73	
June	30	21	
Yearly Total:	1,075	936	269

Vehicle Accidents – December. There were no bus accidents in December.

HILLSBORO SCHOOL DISTRICT 1J
January 27, 2015
MONTHLY FINANCIAL REPORT - as of December 31, 2014

	1st Quarter	October	November	December	2nd Quarter	Fiscal YTD	Budget	% of 2014-15	2013-14	% of 2013-14
<i>Revenues</i>	Actual	Actual	Actual	Actual	Actual	2014-15	2014-15	Budget Expended	Fiscal YTD	Budget Expended
Taxes	\$116,529.82	\$110,778.64	\$54,234,470.52	\$817,524.66	\$55,162,773.82	\$55,279,303.64	\$57,526,623.00	96.09%	\$52,077,983.97	94.50%
Interest	\$46,096.79	\$13,029.45	\$18,319.11	\$31,180.49	\$62,529.05	\$108,625.84	\$273,000.00	39.79%	\$65,281.81	26.11%
Local Sources	\$105,566.47	\$54,983.77	\$392,598.00	\$8,609.88	\$456,191.65	\$561,758.12	\$1,182,905.00	47.49%	\$413,524.68	37.09%
Total Local	\$268,193.08	\$178,791.86	\$54,645,387.63	\$857,315.03	\$55,681,494.52	\$55,949,687.60	\$58,982,528.00	94.86%	\$52,556,790.46	93.06%
County/ESD	\$1,946,988.00	\$1,052,304.79	\$360,702.33	\$210,460.96	\$1,623,468.08	\$3,570,456.08	\$2,125,000.00	168.02%	\$1,463,950.21	195.19%
State Sources	\$38,012,347.86	\$9,492,314.41	\$9,682,457.77	\$9,482,058.00	\$28,656,830.18	\$66,669,178.04	\$114,000,960.00	58.48%	\$61,245,123.43	64.49%
Federal Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other Sources	\$157.50	\$699.50	\$0.00	\$270.00	\$969.50	\$1,127.00	\$0.00	0.00%	\$16,482.81	0.33%
Beginning Balance	\$14,456,891.66	\$0.00	\$0.00	\$0.00	\$0.00	\$14,456,891.66	\$16,664,788.00	86.75%	\$9,101,596.73	96.89%
Total Revenue	\$54,684,578.10	\$10,724,110.56	\$64,688,547.73	\$10,550,103.99	\$85,962,762.28	\$140,647,340.38	\$191,773,276.00	73.34%	\$124,383,943.64	73.06%
<i>Expenditures</i>										
Instruction										
Salaries	\$5,448,901.49	\$5,645,612.76	\$5,818,193.93	\$5,670,780.01	\$17,134,586.70	\$22,583,488.19	\$69,498,018.90	32.50%	\$21,208,071.29	34.98%
Benefits	\$2,795,105.30	\$2,873,172.96	\$2,868,664.99	\$2,862,834.08	\$8,604,672.03	\$11,399,777.33	\$35,129,973.95	32.45%	\$10,885,952.85	35.28%
Purchased Service	\$621,325.35	\$243,301.30	\$156,666.72	\$139,673.57	\$539,641.59	\$1,160,966.94	\$2,214,069.50	52.44%	\$1,216,199.11	46.41%
Supplies/Materials	\$323,804.62	\$194,744.68	\$88,958.21	\$107,218.11	\$390,921.00	\$714,725.62	\$1,263,490.44	56.57%	\$509,411.69	31.31%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other	\$84,451.58	\$25,655.50	\$5,977.74	\$41,182.30	\$72,815.54	\$157,267.12	\$145,331.65	108.21%	\$113,272.13	86.80%
Total Instruction	\$9,273,588.34	\$8,982,487.20	\$8,938,461.59	\$8,821,688.07	\$26,742,636.86	\$36,016,225.20	\$108,250,884.44	33.27%	\$33,932,907.07	35.40%
Support Services										
Salaries	\$5,897,349.91	\$2,893,408.00	\$2,923,625.91	\$2,796,620.82	\$8,613,654.73	\$14,511,004.64	\$32,481,507.33	44.67%	\$13,366,270.89	44.22%
Benefits	\$3,205,475.03	\$1,705,487.18	\$1,633,470.37	\$1,597,543.33	\$4,936,500.88	\$8,141,975.91	\$19,223,685.00	42.35%	\$7,650,649.72	45.00%
Purchased Service	\$4,020,912.18	\$1,497,326.53	\$859,906.28	\$984,099.79	\$3,341,332.60	\$7,362,244.78	\$13,074,277.03	56.31%	\$5,111,893.42	43.96%
Supplies/Materials	\$1,436,517.63	\$606,908.71	\$324,718.50	\$280,881.83	\$1,212,509.04	\$2,649,026.67	\$6,221,385.53	42.58%	\$1,878,865.21	34.36%
Capital Purchases	\$9,014.25	\$0.00	\$0.00	\$0.00	\$0.00	\$9,014.25	\$684,588.00	1.32%	\$202,156.54	87.15%
Other	\$1,458,246.14	\$23,553.80	\$10,073.45	\$54,675.00	\$88,302.25	\$1,546,548.39	\$1,419,359.97	108.96%	\$1,133,411.51	87.94%
Total Support	\$16,027,515.14	\$6,726,684.22	\$5,751,794.51	\$5,713,820.77	\$18,192,299.50	\$34,219,814.64	\$73,104,802.86	46.81%	\$29,343,247.29	44.56%

<i>Expenditures (continued)</i>	1st Quarter Actual	October Actual	November Actual	December Actual	2nd Quarter Actual	Fiscal YTD 2014-15	Budget 2014-15	% of 2014-15 Budget Expended	2013-14 Fiscal YTD	% of 2013-14 Budget Expended
Community Services										
Salaries	\$42,129.93	\$16,569.39	\$17,575.64	\$19,865.14	\$54,010.17	\$96,140.10	\$222,812.70	43.15%	\$97,757.18	46.38%
Benefits	\$23,696.02	\$10,482.76	\$10,491.80	\$12,224.26	\$33,198.82	\$56,894.84	\$129,862.05	43.81%	\$50,413.46	41.52%
Purchased Service	\$1,603.76	\$696.16	\$1,475.18	\$6,582.68	\$8,754.02	\$10,357.78	\$47,168.55	21.96%	\$7,074.14	14.53%
Supplies/Materials	\$968.32	\$0.00	\$267.81	\$14.00	\$281.81	\$1,250.13	\$6,789.03	18.41%	\$3,088.14	29.16%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other	\$0.00	\$0.00	\$700.00	\$0.00	\$700.00	\$700.00	\$460.37	0.00%	\$500.00	0.00%
Total Community Services	\$68,398.03	\$27,748.31	\$30,510.43	\$38,686.08	\$96,944.82	\$165,342.85	\$407,092.70	40.62%	\$158,832.92	40.58%
Capital Projects										
Purchased Service	\$0.00	\$0.00	\$2,438.65	\$18,606.92	\$21,045.57	\$21,045.57	\$0.00	0.00%	\$22,922.64	0.00%
Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,486.00	0.00%
Total Community Services	\$0.00	\$0.00	\$2,438.65	\$18,606.92	\$21,045.57	\$21,045.57	\$0.00	0.00%	\$31,408.64	0.00%
Debt Service Payment	\$54,925.00	\$0.00			\$0.00	\$54,925.00	\$529,850.00	10.37%	\$63,900.00	12.10%
Transfers	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Contingency	\$0.00	\$0.00			\$0.00	\$0.00	\$9,480,646.00	0.00%	\$0.00	0.00%
Total Expenditures	\$25,424,426.51	\$15,736,919.73	\$14,723,205.18	\$14,592,801.84	\$45,052,926.75	\$70,477,353.26	\$191,773,276.00	36.75%	\$63,530,295.92	37.32%