



# Hillsboro School District 1J

October 8, 2019

Board Meeting

## Board of Directors

Lisa Allen • Martin Granum • See Eun Kim • Erika Lopez • Yadira Martinez • Jaci Spross • Mark Watson

## Student Representatives to the Board of Directors

Danny Adzima • Maria Isabel Aguilar Alvarado • Andrew Goodwin

**HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS**  
Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, OR

**Board Meeting Agenda**  
**October 8, 2019**  
**5:15 PM**

Please note that the estimated times for specific items on Board meeting agendas are subject to change; if audience members wish to be present for specific agenda items, they are encouraged to arrive at least 15 minutes prior to the estimated time.

**1. 5:15 PM - Work Session**

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|--|----|
| A. Flight Team Presentation<br>Presenter: Dayle / Audrea / Katie Thomas / Nabil Zerizef<br>Time: 5:15 PM, 15 minutes   | 4  |
| B. Comprehensive Sexuality Education Update<br>Presenter: Travis Reiman<br>Time: 5:30 PM, 30 minutes   | 5  |
| C. Equity Professional Development<br>Presenter: Mike Scott, Saideh Haghighi<br>Time: 6:00 PM, 40 minutes  | 6  |
| D. Review Boundary Adjustment Timeline and Process for Brookwood Elementary School<br>Presenter: Mike Scott<br>Time: 6:40 PM, 10 minutes                           | 7  |
| E. Mandatory Reporting Update<br>Presenter: Kona Lew-Williams<br>Time: 6:50 PM, 5 minutes  | 8  |
| F. American Education Week Planning<br>Presenter: Erika Lopez<br>Time: 6:55 PM, 5 minutes  | 9  |
| G. NWRESD Update / Input<br>Presenter: Mike Scott<br>Time: 7:00 PM, 5 minutes  | 10 |
| H. Continuous Improvement Plan (CIP) and Student Success Act (SSA) Update<br>Presenter: Travis Reiman<br>Time: 7:05 PM, 20 minutes                                 | 11 |
| I. Recess Board Meeting<br>Time: 7:25 PM, 5 minutes  |    |
| J. Reconvene Board Meeting<br>Time: 7:30 PM  |    |
| K. Student Success Act - Public Hearing<br>Presenter: Erika<br>Time: 7:30 PM, 30 minutes   | 12 |
| L. <b><u>ACTION ITEM: Ratify Salary Schedule for Bus Drivers with Hillsboro Classified United</u></b><br>Presenter: Kona Lew-Williams<br>Time: 8:00 PM, 10 minutes | 13 |

M. Discussion Time  
Time: 8:10 PM, 15 minutes

N. Adjourn Meeting  
Time: 8:25 PM

2. Next Meetings of the Board of Directors:
- October 29, 2019 - Regular Session
  - November 19, 2019 - Regular Session

The complete Board meeting packet may be downloaded from the District website at: <https://www.hsd.k12.or.us/board>.

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**FLIGHT TEAM PRESENTATION**

**SITUATION**

The Hillsboro School District has a model for responding in the event of the death of a student or staff member called Flight Team. Flight Team is the group that steps in to lead and support the school and/or department in handling the logistics as well as the grieving process.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**COMPREHENSIVE SEXUALITY EDUCATION BOARD UPDATE**

**SITUATION**

Per [OAR Rule 581-022-1440](#), “parents, teachers, school administrators, local health department staff, other community representatives, and persons from the medical community who are knowledgeable of the latest scientific information and effective education strategies shall develop the plan of instruction required by this rule, and in alignment with the Oregon Health Education Standards and Benchmarks, cooperatively.... Local school boards shall...approve the plan of instruction and require that it be reviewed and updated biennially in accordance with new scientific information and effective education strategies.”

A team of Hillsboro School District (HSD) staff members has worked in partnership with regional leaders and the Community Curriculum Advisory Committee to develop the Hillsboro School District Comprehensive Sexuality Education Plan for 2019-2021.

The September 24 report to the Board contained an overview of the District’s process and plan, as well as an overview of the CSE Plan, which contains essential components, among them a message to the community, FAQs, and lessons for review by parents and community members. Tonight’s update will include revisions to the plan and offer an opportunity for Board discussion. On October 29, the Board will be asked to approve the plan.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**EQUITY PROFESSIONAL DEVELOPMENT**

**SITUATION**

Throughout the year, Board members will receive information and conduct discussions regarding equity. These trainings are designed to develop knowledge around the diverse needs of students and supports that will help them succeed.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors engage in this discussion.

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**REVIEW BOUNDARY ADJUSTMENT TIMELINE AND PROCESS FOR**  
**BROOKWOOD ELEMENTARY SCHOOL**

**SITUATION**

As communities expand, school districts welcome additional students. Unfortunately, population growth does not always occur in a manner that aligns with available school capacity, so school boundaries must periodically be adjusted, in order to relieve the pressure on certain buildings. Having a “right-sized” school provides many benefits, including an overall environment that is more comfortable for students and more conducive to learning.

The District strives to engage in a thoughtful, open, and responsive boundary adjustment process, hearing community members’ concerns, and encouraging their participation. Communication is a key value of the District, with families invited to provide input throughout the process, and informed of how the final adjustments will affect them and what their options are.

Understanding that changing schools can be disruptive for students, the District strives to be sensitive to this disruption, while engaging in a transparent process, fulfilling the guiding principles that are most significant for each situation, and creating capacity for growth.

The leadership team that will be facilitating the Brookwood Elementary boundary process has held their first meeting and will return to discuss the possibility of amending the previously recommended timeline.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**MANDATORY REPORTING UPDATE**

**SITUATION**

Effective January 1, 2020, per Senate Bill 415, school board members will be required to comply with legal mandatory reporting requirements. Mandatory reporting is a legal obligation to report suspected or actual child abuse to the police or the Oregon Department of Human Services. Failure to comply with legal mandatory reporting requirements is a Class A criminal violation. Tonight's report will provide information regarding the guidelines and appropriate actions for mandatory reporting.

**RECOMMENDATION**

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



**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**PROCLAIM AMERICAN EDUCATION WEEK**

**SITUATION**

The week of November 18 – 22, 2019, has been designated American Education Week. The theme “*Great Public Schools: A Basic Right and Our Responsibility*” serves as a reminder that the future of the community, the state, and the nation is in classrooms now. The education of over 20,000 students in the Hillsboro School District is an important responsibility for every employee, substitute, Board member, volunteer, community partner, and patron. During American Education Week, all partners in the education environment will be acknowledged and recognized.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors proclaim November 18 – 22, 2019, as American Education Week in the Hillsboro School District.

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT**  
**UPDATE / INPUT**

**SITUATION**

Northwest Regional Education Service District (NWRESD) provides services to local school districts in the following areas:

- Programs for children with special needs
- Technology support
- School improvement services
- Administrative and support services
- Other services required under ORS 339.005 to 339.090

Each year, NWRESD, in concert with regional superintendents, develops a Local Service Plan to bring to the region's 20 school districts, and the local school districts must approve the plan for the following year on or before March 1.

During recent years, the Hillsboro School District (HSD) has participated as a full member of NWRESD, receiving a direct payment of 50 percent of the NWRESD State School Fund attributable to HSD. The level of participation is a decision that is made annually, and school district boards choosing to opt out must submit their requests to the ESD board by November 1 of the year prior to the school year for which the request is being made. (If districts choose to maintain their current level of participation, their school boards do not need to take action.)

During the October 8 Board work session, staff will present relevant information, and recommend that the District fully participate with NWRESD for the 2019-20 school year.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**CONTINUOUS IMPROVEMENT PLAN (CIP) AND STUDENT SUCCESS ACT (SSA)**  
**UPDATE**

**SITUATION**

District staff are in the process of creating a Continuous Improvement Plan (CIP) as required by the Oregon Department of Education (ODE). The CIP will include goals associated with the Hillsboro School District (HSD) 2016-2021 Strategic Plan, as well as the HSD Title I-A programs, High School Success Plan (Measure 98), and equity policy. This CIP will include priorities from the District's needs assessment work, as well as feedback from the diverse communities served. Based on communications from ODE, this CIP will position the District to submit a non-competitive grant application to the Student Investment Account, a set-aside under the Student Success Act intended to support schools.

At tonight's meeting, the Board will hear an update on HSD's process for developing the CIP, including a timeline of key dates and a preview of data gathered from the SSA Community Voice survey.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**STUDENT SUCCESS ACT PUBLIC HEARING**

**SITUATION**

During the Board work session on October 8, 2019 the District will hold a public comment session where students, staff, parents, and community members can share their thoughts on how the District should invest funds received through the Student Success Act. The comment session will begin at 7:30 PM in the Board Room, 3038 NE 49th Place, Hillsboro, OR 97124.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors conduct a public hearing to allow comments on the Student Success Act and ask any questions they may have.

**HILLSBORO SCHOOL DISTRICT 1J**  
**October 8, 2019**  
**RATIFY SALARY SCHEDULE FOR BUS DRIVERS WITH HILLSBORO CLASSIFIED**  
**UNITED**

**SITUATION**

The District has been collaborating with Hillsboro Classified United (HCU) to increase the hourly rate of our bus drivers in order to be more competitive in the marketplace. HCU voted to ratify and amend the salary schedule to reflect a 3% increase in bus driver wages (only). The resources to pay for this increased rate is provided through the savings that have occurred due to the number of unfilled driver positions that currently exist. We will transfer those unutilized dollars to cover the increased hourly rate. In order to fill vacant driver positions as quickly as possible, all drivers currently placed at Step 1 will be moved to Step 2\* and all additional drivers hired in 2019-20 will be placed at Step 2\* to start. The change will be effective the date after HCU ratification and school board approval (October 9, 2020) and adjusted in the November payroll.

**Driver Hourly Rates (Row C) on the Transportation Salary Schedule**

<b>Step</b>	<b>1</b>	<b>2*</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>Current</b>	\$17.68	\$18.20	\$18.74	\$19.28	\$19.85	\$20.43	\$21.03	\$21.66	\$22.51
<b>Ratified by HCU</b>	\$18.21	\$18.75	\$19.30	\$19.86	\$20.45	\$21.04	\$21.66	\$22.31	\$23.19

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors approve the amended salary schedule for bus drivers as voted by Hillsboro Classified United, to update in the current classified management agreement effective through June 30, 2021.