

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
March 17, 2020  
District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

1. **WORK SESSION**

Board Present:

Erika Lopez, Chair  
Martin Granum, Vice Chair-phone  
Lisa Allen-phone  
See Eun Kim-phone  
Yadira Martinez  
Jaci Spross-phone  
Mark Watson-phone

Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Dayle Spitzer, Assistant Superintendent, OSP-phone  
Beth Graser, Chief Communications Officer  
Kona Lew-Williams, Chief Human Resources Officer  
Michelle Morrison, Chief Financial Officer  
Adam Stewart, Capital Projects Officer  
Casey Waletich, Chief Operations Officer  
Jordan Beveridge, Chief Information Technology Officer-phone  
Rose Roman, Assistant to the Board  
Justin Arey, Web Specialist/Designer  
Omar Rivera, Multimedia Specialist  
Kelli Waibel, Technology Support

Student Representatives Present:

Danny Adzima-phone  
Maria Aguilar Alvarado-phone  
Andrew Goodwin-phone

Board Chair Erika Lopez called the meeting to order at 5:20 PM.

A. Coronavirus Update

Superintendent Mike Scott gave a brief update of District operations during the COVID-19 pandemic. HSD follows the guidance of ODE, OHA, WaCo Public Health and the Governors Office. Staff members discussed distance learning, food service, and future plans.

B. Strategic Plan Update

Assistant Superintendent Travis Reiman discussed HSD's current Strategic Plan and the proposal to maintain the current plan with only slight modifications, as necessary, for adoption in the Fall of 2021.

C. Demography Report

Capital Projects Officer Adam Stewart reviewed the latest demographics report, district and school level projections, major factors that influence demographics and next steps.

D. Local Option Levy Discussion

Superintendent Mike Scott polled the Board regarding the possibility of a local option levy. Several Board members agreed that now is not the right time and asked to push the local option levy discussion down the line.

E. Job Description Update

Chief Human Resources Officer Kona Lew-Williams discussed the job postings of the Director of Equity and the Director of Behavioral Health positions.

F. Discuss/Review Board Meeting Processes

Superintendent Mike Scott and Board Chair Erika Lopez discussed the Board Chair survey, the proposed change in Board agendas with motions, Board and Superintendent Working Agreements, and policy changes.

- G. Recess Board Meeting  
The Board recessed at 6:29 PM.

a.

REGULAR SESSION

Board Present:

Erika Lopez, Chair  
Martin Granum, Vice Chair-phone  
Lisa Allen-phone  
See Eun Kim-phone  
Yadira Martinez  
Jaci Spross-phone  
Mark Watson-phone

Staff Present:

Mike Scott, Superintendent  
Travis Reiman, Assistant Superintendent, Academic Services  
Dayle Spitzer, Assistant Superintendent, OSP-phone  
Beth Graser, Chief Communications Officer  
Kona Lew-Williams, Chief Human Resources Officer  
Michelle Morrison, Chief Financial Officer  
Adam Stewart, Capital Projects Officer  
Casey Waletich, Chief Operations Officer  
Jordan Beveridge, Chief Information Technology Officer-phone  
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Justin Arey, Web Specialist/Designer  
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Student Representatives Present:

Danny Adzima-phone  
MarialsabelAguilarAlvarado-phone  
Andrew Goodwin-phone

A. Call to Order and Flag Salute

Board Chair Erika Lopez reconvened the meeting at 7:02 PM and led the Pledge of Allegiance.

B. Recognition / Student Presentation

Board Recognition and Appreciation

Erika Lopez – Classified Employee Appreciation Week

Board Recognition and Appreciation

Erika Lopez – Women's History Month

Board Recognition and Appreciation

Erika Lopez – National Volunteer Week

C. Approval of Agenda

Director Yadira Martinez MOVED, SECONDED by Director Mark Watson, to approve the agenda as printed.

The MOTION CARRIED (7-0).

D. Audience Time

Three audience members submitted statements to be read to the Board regarding non-agenda items. Kelly Beal regarding COVID-19 high risk student learning, Priscila Gomora regarding policies for Special Education students, and Harriet Schmidt regarding high school education during the COVID-19 school closure.

E. Consent Agenda

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

Director Yadira Martinez MOVED, SECONDED by Director Mark Watson, to approve the Consent Agenda as printed.

The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

1. Approve Minutes of February 11, 2020, Board Meeting
2. Approve Minutes of February 25, 2020, Board Meeting
3. Approve Routine Personnel Matters
4. Approve 2020-21 Calendar
5. Authorize Application for 2020 Migrant Summer School

F. Action Items

1. Accept Gifts and Donations

Chief Financial Officer Michelle Morrison informed the Board of one donation from West Union Community Club for \$7000 for site licenses to West Union Elementary school.

Director Martin Granum MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors accept the gifts and donations listed in the Board meeting packet.

The MOTION CARRIED (7-0).

No discussion took place.

Inter-District Transfers

Beth Graser explained the Inter-district transfer process.

Director Lisa Allen MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the final draft of the Student Investment Account application and budget.

The MOTION CARRIED (7-0).

No discussion took place.

G. Recess Board Meeting; Convene Meeting of the Local Contract Review Board

Erika Lopez recessed the Board meeting and reconvened as the Local Contract Review Board at 7:38 PM.

Public Hearing Authorizing Emergency Procurement of Services Due to Covid 19  
Emergency Declaration

1. Review Findings of Fact for Use of a Construction Management / General Contractor (CM/GC) for Construction of Interior Renovations, Site Improvements and Gymnasiums at Ladd Acres Elementary, McKinney Elementary, and Jackson Elementary

Chief Operations Officer reminded the Board that Oregon law allows the District to pay for services directly involved with emergencies, purchase supplies, and allows

us to obtain services.

Director Martin Granum MOVED, SECONDED by Director See Eun Kim, that the Board of Directors, acting in the capacity of the Local Contract Review Board, approve the Findings of Fact supporting a specific exemption from competitive bidding requirements for use of the Construction Management/General Contractor process for interior renovations, site improvements and new gymnasium projects at Ladd Acres Elementary School, McKinney Elementary School and Jackson Elementary School.

The MOTION CARRIED (7-0).

No discussion took place.

- I. Adjourn Meeting of the Local Contract Review Board; Reconvene Board Meeting Board Chair Erika Lopez 7:41 PM, Reconvened the Board meeting.

J. Reports and Discussions

1. Financial Report (see written report)

Chief Financial Officer Michelle Morrison offered to answer any questions the Board had. The Business Office is doing everything we can to support the other departments.

No discussion took place.

2. First Reading - Language Arts Adoption

Assistant Superintendent Travis Reiman discussed the Language Arts adoption process and thanked the hundreds of people that helped with identifying instructional materials for kindergarten through 6<sup>th</sup> grade Language Arts courses that support the literacy instruction set of courses. Francesca Sinapi and Arcema Tovar presented and Rebecca Nelson from the CCAC also be presented via video message.

J. Information - Administrative Regulation Updates

Superintendent Mike Scott reminded the Board that this is the last section of policies to review and to contact the administrator listed in the agenda for questions or comments.

No discussion took place.

K. Policies – 1<sup>st</sup> Read

No discussion took place.

L. Information – ARs

No discussion took place.

M. HCU / HEA Reports

The HEA and HCU representatives were not in attendance and did not submit a written report.

N. Discussion Time

1) Student Representatives' Time

The three Students Representatives to the Board each discussed current happenings at their schools and the impact of COVID-19 from the student perspective.

2) Superintendent's Time

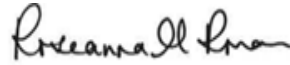
Superintendent Mike Scott discussed the District's response to the COVID-19 pandemic, including student connectivity, graduation, and lunch distribution.

3) Board of Directors' Time

Board members each expressed their gratitude to students, parents, staff and administration during the current crisis.

O. Adjourn Meeting

The meeting was adjourned at 8:31 PM.



Approved April 28, 2020