

**HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS**  
Virtual Meeting

**Board Meeting Agenda**  
**April 28, 2020**  
**5:15 PM**

Please note that in light of current public health concerns related to COVID-19, this meeting will be a virtual meeting. Additional information regarding meeting access is available on [www.hsd.k12.or.us](http://www.hsd.k12.or.us). The estimated times listed below for specific agenda items are subject to change.

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

- A. COVID-19 Update  
Presenter: Mike Scott  
Time: 5:15 PM, 10 minutes
- B. Student Investment Account Update  
Presenter: Michelle Morrison /Travis Reiman / Mike Scott  
Time: 5:25 PM, 20 minutes
- C. 2020-21 Calendar Discussion  
Presenter: Kona Lew-Williams  
Time: 5:45 PM, 10 minutes
- D. Discuss Student Rep Interview Committee Recommendations  
Presenter: Erika Lopez  
Time: 5:55 PM, 10 minutes
- E. Facilities Naming Process  
Presenter: Casey Waletich  
Time: 6:05 PM, 10 minutes
- F. Public Safety Replacement and Library Renewal Levies  
Presenter: Erika Lopez  
Time: 6:15 PM, 10 minutes
- G. Healthy and Safe Schools Plan  
**SAMPLE MOTION: *I move that the Board of Directors approve the Healthy and Safe Schools Plan.***  
Presenter: Casey Waletich  
Time: 6:25 PM, 10 minutes
- H. Budget Committee Candidate Review  
Presenter: Michelle Morrison  
Time: 6:35 PM, 10 minutes
- I. CCAC End -of-Year Plan  
**SAMPLE MOTION: *I move that the Board of Directors approve the CCAC end-of-year plan.***  
Presenter: Travis Reiman  
Time: 6:45 PM, 5 minutes
- J. Recess Board Meeting  
Time: 6:50 PM, 10 minutes

**2. 7:00 PM - Regular Session**

- A. Call to Order and Flag Salute

Presenter: Erika Lopez  
Time: 7:00 PM, 5 minutes

B. Proclamations

1. Recognition and Proclamations  
Time: 7:05 PM, 10 minutes
  - a. Teacher Appreciation Week  
Presenter: Erika Lopez
  - b. National School Nurses Week  
Presenter: Jaci Spross
  - c. Asian Pacific American Heritage Month  
Presenter: See Eun Kim
  - d. Mental Health Awareness Month  
Presenter: Yadira Martinez

C. Approval of Agenda

**SAMPLE MOTION: *I move that the Board of Directors approve the agenda as printed.***

D. Audience Time

Time: 7:15 PM, 5 minutes

E. Consent Agenda

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

**SAMPLE MOTION: *I move that the Board of Directors approve the items on the consent agenda.***

Time: 7:20 PM, 5 minutes

1. Approve Minutes of March 17, 2020, Board Meeting
2. Approve Minutes of April 14, 2020, Board Meeting
3. Approve Routine Personnel Matters
4. Approve Policies G, K/L
  - a. G: Personnel
    - 1) GA: Personnel Policy Goals (Delete)  
Presenter: Kona Lew-Williams
    - 2) GAA: Personnel: Definitions  
Presenter: Kona Lew-Williams
    - 3) GAB: Job Descriptions  
Presenter: Kona Lew-Williams
    - 4) GABA: Standards of Ethical Professional Performance  
Presenter: Kona Lew Williams
    - 5) GB: General Personnel Policies  
Presenter: Kona Lew-Williams
    - 6) GBA: Equal Employment Opportunity  
Presenter: Kona Lew-Williams
    - 7) GBCA: Staff Religious Dress  
Presenter: Kona Lew-Williams
    - 8) GBD: Board-Staff Communications

Presenter: Mike Scott

- 9) GBE: Staff Health and Safety  
Presenter: Michelle Morrison
- 10) GBEA: Workers' Compensation Insurance (Delete)  
Presenter: Michelle Morrison
- 11) GBEB: Communicable Diseases - Staff  
Presenter: Travis Reiman
- 12) GBEB: Staff with HIV, AIDS, and HBV  
Presenter: Travis Reiman
- 13) GBEBAA/JHCCBA/EBBAB: Hepatitis B/Bloodborne Pathogens (Delete)  
Presenter: Travis Reiman
- 14) GBEB: Infection Control - HIV, AIDS, HBV (Delete)  
Presenter: Travis Reiman
- 15) GBEBE/JHCCE: News/Media - HIV, AIDS, or HBV (Delete)  
Presenter: Travis Reiman
- 16) GBEC: Drug-Free Workplace (Delete/Replace)  
Presenter: Kona Lew-Williams
- 17) GBED: Pre-Employment Physicals/Drug Testing (Delete/Replace)  
Presenter: Kona Lew-Williams
- 18) GBEDA: Drug and Alcohol Testing - Transportation Personnel  
Presenter: Kona Lew-Williams
- 19) GBEDA-AR: Drug and Alcohol Testing - Transportation Personnel  
\*AR requires Board approval  
Presenter: Kona Lew-Williams
- 20) GBHA: Parental/Family Relationship (Delete)  
Presenter: Dayle Spitzer
- 21) GBHB: Personal Relationships with Students (Delete)  
Presenter: Kona Lew-Williams
- 22) GBI: Gifts and Solicitations  
Presenter: Michelle Morrison
- 23) GBK/KGC: Prohibited Use, Distribution, or Sale of Tobacco Products and  
Inhalant Delivery Systems  
Presenter: Dayle Spitzer
- 24) GBL: Personnel Records  
Presenter: Kona Lew-Williams
- 25) GBLA: Disclosure of Information  
Presenter: Kona Lew-Williams
- 26) GBM: Staff Complaints  
Presenter: Kona Lew-Williams
- 27) GC: Licensed Staff Positions  
Presenter: Kona Lew-Williams
- 28) GCA: License Requirements  
Presenter: Kona Lew-Williams
- 29) GCAA: Standards for Competent and Ethical Performance of Oregon  
Educators

Presenter: Kona Lew-Williams

- 30) GCBA: Salary Placement - Out-of-District Experience (Delete)  
Presenter: Kona Lew-Williams
- 31) GCBCA/GDBCA: Continuation Coverage Health Benefits (Delete)  
Presenter: Kona Lew-Williams
- 32) GCBBD/GDBD: Leaves and Absences  
Presenter: Kona Lew-Williams
- 33) GCBDA/GDBDA: Family Medical Leaves  
Presenter: Michelle Morrison and Kona-Lew Williams
- 34) GCBDB/GDBDB: Early Return to Work  
Presenter: Michelle Morrison and Kona Lew-Williams
- 35) GCBDC/GDBDC: Domestic Violence, Harassment, Sexual Assault or Stalking Leave  
Presenter: Michelle Morrison and Kona Lew-Williams
- 36) GCBDD/GDBDD: Sick Time  
Presenter: Kona Lew-Williams
- 37) GCBE/GDBE: Vacation and Holidays (Delete)  
Presenter: Kona Lew-Williams
- 38) GCC/GDC: Recruitment/Selection of Staff  
Presenter: Kona Lew-Williams
- 39) GCEA: Substitute Teachers (Delete)  
Presenter: Kona Lew-Williams
- 40) GCEC: Job Sharing (Delete)  
Presenter: Kona Lew-Williams
- 41) GCI/GDI: Assignment and Transfer  
Presenter: Kona Lew-Williams
- 42) GCL/GDL: Staff Development  
Presenter: Dayle Spitzer
- 43) GCN/GDN: Evaluation of Staff  
Presenter: Dayle Spitzer
- 44) GCPB/GDPB: Resignation of Employees  
Presenter: Kona Lew-Williams
- 45) GCPC/GDPC: Retirement of Staff  
Presenter: Kona Lew-Williams
- 46) GCPD: Discipline and Dismissal of Personnel  
Presenter: Kona Lew-Williams
- 47) GCQB: Research  
Presenter: Travis Reiman
- 48) GCQBA: Copyrights and Patents  
Presenter: Jordan Beveridge
- 49) GCQC: Exchange Teaching (Delete)  
Presenter: Kona Lew-Williams
- 50) GCQE: Student Teachers (Delete)  
Presenter: Kona Lew-Williams

- 51) GD: Classified Staff/Classified Staff Positions  
Presenter: Kona Lew-Williams
- 52) GDA: Instructional Assistants (Proposed)  
Presenter: Kona Lew-Williams
- 53) GDIA: Notice of Employment  
Presenter: Kona Lew-Williams
- 54) GDKA: Supplementary Pay/Overtime (Delete)  
Presenter: Kona Lew-Williams

b. K/L: District-Community Relations

- 1) KA/KAA: School-Community Relations Goals and Objectives (Delete)  
Presenter: Beth Graser
- 2) KAB: Parental Rights  
Presenter: Travis Reiman
- 3) KB: Public Engagement and Communications Program (Delete)  
Presenter: Beth Graser
- 4) KBA: Public Records  
Presenter: Beth Graser
- 5) KBCA: News Releases  
Presenter: Beth Graser
- 6) KBCB: Press Conferences and Interviews  
Presenter: Beth Graser
- 7) KBCE: Sports and Special Events News Coverage  
Presenter: Beth Graser
- 8) KC: Community Involvement in Decision Making (Delete)  
Presenter: Beth Graser
- 9) KGA: Public Sales on District Property  
Presenter: Casey Waletich
- 10) KGC/GBK: Prohibited Use, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems\*  
Presenter: Dayle Spitzer
- 11) KH: Public Gifts to the District  
Presenter: Beth Graser
- 12) KHB: Scholarship Donations  
Presenter: Beth Graser
- 13) KI: Public Solicitation in District Facilities (Proposed)  
Presenter: Beth Graser
- 14) KI/KJ: Public Solicitation/Advertising in District Facilities (Delete)  
Presenter: Beth Graser
- 15) KJ: Commercial Advertising (Proposed)  
Presenter: Beth Graser
- 16) KJA: Materials Distribution  
Presenter: Beth Graser
- 17) KL: Public Complaints  
Presenter: Kona Lew-Williams

- 18) LBD/IBDJA: Homeschooled Students\*\* (Delete)  
Presenter: Travis Reiman
- 19) LBE: Public Charter Schools  
Presenter: Michelle Morrison
- 20) LE: Relations with Colleges and Universities (Delete)  
Presenter: Michelle Morrison

F. Action Items

1. Declare Surplus Equipment and Authorize Recycling of Technology Equipment  
**SAMPLE MOTION: *I move that the Board of Directors declare the obsolete technology identified above as surplus and authorize recycling of this technology through Green Century Electronics Recycling.***  
Presenter: Michelle Morrison  
Time: 7:25 PM, 5 minutes
2. Accept Gifts and Donations  
**SAMPLE MOTION: *I move that the Board of Director accept the donation of \$5,508.30 from Kroger to the Hillsboro School District to be used for general education, and for the \$7,733.60 from Ladd Acres PTA to Ladd Acres Elementary School.***  
Presenter: Michelle Morrison  
Time: 7:30 PM, 5 minutes
3. Budget Committee Appointment  
**SAMPLE MOTION: *I move that the Board of Directors appoint \_\_\_\_\_ to the Hillsboro School District Budget Committee position 6, expiring June 30, 2022.***  
Presenter: Michelle Morrison  
Time: 7:35 PM, 5 minutes
4. Approve Contract for Butternut Creek Elementary School Domestic Water Pipe System Replacement  
**SAMPLE MOTION: *I move that the Board of Directors award the contract for Butternut Creek Elementary School domestic water pipe replacement project to Five Star Builders in the amount of \$274,260.***  
Presenter: Adam Stewart  
Time: 7:40 PM, 5 minutes
5. Approve Recommendations Regarding Student Representatives to the Board of Directors for the 2020-21 School Year  
**SAMPLE MOTION: *I move that the Board of Directors approve the interview team's recommendation that the following students be appointed on June 23 to serve as Student Representatives to the Board of Directors during the 2020-21 school year:***  
***Mya Smith from Century High School***  
***Ilhaam Ikramullah from Liberty High School***  
***Devlin Knill from Liberty High School (Member-at-large)***  
Presenter: Erika Lopez  
Time: 7:45 PM, 5 minutes
6. Approve Amended Calendar 2020-2021  
**SAMPLE MOTION: *I move that the Board of Directors approve the amended 2020-2021 calendar.***  
Presenter: Kona Lew-Williams  
Time: 7:50 PM, 5 minutes

## G. Reports and Discussion

### 1. Financial Report (*see written report*)

Presenter: Michelle Morrison

Time: 7:55 PM, 5 minutes

## H. Information

### Administrative Regulation Updates - For Information

#### 1. Administrative Regulation Updates - G: Personnel

##### a. GB-AR: General Personnel Policies (Delete)

Presenter: Kona Lew-Williams

##### b. GBA-AR: Veterans' Preference

Presenter: Kona Lew-Williams

##### c. GBE-AR: Staff Health and Safety - Safety Rules

Presenter: Michelle Morrison

##### d. GBEB-AR: Communicable Diseases - Staff

Presenter: Travis Reiman

##### e. GBM-AR: Staff Complaint Procedure

Presenter: Kona Lew-Williams

##### f. GCBDA/GDBDA-AR-1: Federal Family and Medical Leave/State Family Medical Leave (Delete/Replace)

Presenter: Michelle Morrison and Kona Lew-Williams

##### g. GCBDA/GDBDA-AR-2: Request for Family and Medical Leave

Presenter: Michelle Morrison and Kona Lew-Williams

##### h. GCBDA/GDBDA-AR-3A: Certification of Health Care Provider--Employee's Serious Health Condition

Presenter: Michelle Morrison and Kona Lew-Williams

##### i. GCBDA/GDBDA-AR-3B: Certification of Health Care Provider--Family Member's Serious Health Condition

Presenter: Michelle Morrison and Kona Lew-Williams

##### j. GCBDA/GDBDA-AR-3C: Military Family Leave - Certification of Qualifying Exigency for Military Family Leave

Presenter: Michelle Morrison and Kona Lew-Williams

##### k. GCBDA/GDBDA-AR-3D: Military Family Leave - Certification of Serious Injury or Illness

Presenter: Michelle Morrison and Kona Lew-Williams

##### l. GCBDA/GDBDA-AR-4: FMLA/OFLA Eligibility Notice to Employee

Presenter: Michelle Morrison and Kona Lew-Williams

##### m. GCBDA/GDBDA-AR-5: Sample Designation Letter to Employee - FMLA/OFLA Leave

Presenter: Michelle Morrison and Kona Lew-Williams

##### n. GCBDA/GDBDA-AR-6: Designation Notice - FMLA/OFLA

Presenter: Michelle Morrison and Kona Lew-Williams

##### o. GCBDC/GDBDC-AR: Request for Domestic Violence, Harassment, Sexual Assault or Stalking Leave

Presenter: Michelle Morrison and Kona Lew-Williams

##### p. GCC/GDC-AR: Administrative Practicum - Procedures for Obtaining District

Endorsement

Presenter: Kona Lew-Williams

q. GCEA-AR: Substitute Teachers (Delete)

Presenter: Kona Lew-Williams

r. GCEC-AR: Job Sharing (Delete)

Presenter: Kona Lew-Williams

s. GCQB-AR: Research

Presenter: Travis Reiman

2. Administrative Regulation Updates - K/L: District-Community Relations

a. KAB-AR: Parental Rights

Presenter: Travis Reiman

b. KBA-AR: Public Records

Presenter: Beth Graser

c. KBCE-AR: Sports and Special Events News Coverage

Presenter: Beth Graser

d. KH-AR: Public Gifts to the District

Presenter: Beth Graser

e. KI/KJ-AR: Public Solicitation/Advertising in District Facilities (Delete)

Presenter: Beth Graser

f. KJ-AR: Commercial Advertising (Proposed)

Presenter: Beth Graser

g. KJA-AR: Guidelines for Materials Distribution in Elementary Schools

Presenter: Beth Graser

h. KL-AR(1): Public Complaint Procedure

Presenter: Kona Lew-Williams

i. KL-AR(2): Appeal to the Deputy Superintendent of Public Instruction

(Delete/Proposed)

Presenter: Kona Lew-Williams and Travis Reiman

j. LBD/IBDJA-AR: Home Schooling Placement/Credit Guidelines\*\* (Delete)

Presenter: Travis Reiman

k. LBE-AR: Public Charter Schools (Delete/Proposed)

Presenter: Michelle Morrison

I. HCU / HEA Reports

Time: 8:00 PM, 10 minutes

J. Discussion Time

Time: 8:10 PM, 10 minutes

1. Student Representatives' Time

2. Superintendent's Time

3. Board of Directors' Time

K. Adjourn Regular Session

Time: 8:20 PM

L. Next Meetings of the Board of Directors

• May 12, 2020, Work session

• May 26, 2020, Regular Session



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