

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

**Board Meeting Agenda**  
**February 9, 2021**  
**5:15 PM**

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

- A. Call to Order  
Presenter: Erika Lopez  
Time: 5:15 PM
- B. Budget Update 3  
Presenter: Michelle Morrison  
Time: 5:15 PM, 20 minutes
- C. Award Contracts  
Presenter: Adam Stewart  
Time: 5:35 PM, 5 minutes
  - 1. Award Contract Groner 4  
Presenter: Adam Stewart  
***Recommended Motion: I move that the Board of Directors award the contract for Groner K-8 School improvement project to InLine Construction in the amount of \$1,793.560.***
  - 2. Award Contract Pathways Center 6  
Presenter: Adam Stewart  
***Recommended Motion: I move that the Board of Directors award the contract for Miller Education Pathways Center design/build project to Five Star Builders in the amount of \$2,299.942.***
  - 3. Award Contract Peter Boscow 8  
Presenter: Adam Stewart  
***Recommended Motion: I move that the Board of Directors award the contract for Peter Boscow improvement project to Five Star Builders in the amount of \$572,442.90.***
- D. Discuss Superintendent Evaluation and Timeline 10  
Presenter: Erika Lopez  
Time: 5:40 PM, 15 minutes
- E. Announce School Board Election 21  
Presenter: Beth Graser  
Time: 5:55 PM, 15 minutes
- F. Discuss Student Representative Positions and Planning 22  
Presenter: Erika Lopez / Mike Scott  
Time: 6:10 PM, 15 minutes
- G. Student Services Update 28  
Presenter: Elaine Fox  
Time: 6:25 PM, 20 minutes
- H. Vaccination Update and Return to In-Person Learning Information 29  
Presenters: Mike Scott / Travis Reiman / Dayle Spitzer  
Time: 6:45 PM, 30 minutes
- I. Discussion Time

Presenter: Erika Lopez  
Time: 7:15 PM, 15 minutes

J. Adjourn Work Session

Presenter: Erika Lopez  
Time: 7:30 PM

2. Next Meetings of the Board of Directors:

- February 23, 2021 - Work / Regular Session
- March 16, 2021 - Half-day Retreat

**HILLSBORO SCHOOL DISTRICT 1J**  
**February 9, 2021**  
**BUDGET UPDATE**

**SITUATION**

Each year, the District conducts periodic discussions with Budget Committee members about the current and future financial position of the District. This update is in preparation for building the 2021-22 District budget. The Committee members will review the latest information available regarding the 2020-21 budget and discuss assumptions and timelines for the upcoming budget development cycle.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J  
FEBRUARY 9, 2021  
AWARD CONTRACT FOR GRONER K-8 SCHOOL IMPROVEMENTS**

**SITUATION**

One of the projects included in the Hillsboro School District's 2017 Bond Program is improvements to Groner K-8 School. These improvements include seismic upgrades, roofing upgrades, domestic water line replacement, ADA upgrades and safety/security improvements.

On December 30, 2020 the District sent an Invitation to Bid for a Contractor for this improvement project to our pre-qualified vendor list. A mandatory pre-bid meeting was held at Groner Elementary School on January 7, 2021. On January 26, 2021 the District received bids from four contractors to perform this work. Construction Management staff recommends that the contract for Groner K-8 School improvements be awarded to InLine Construction for the bid amount of \$1,793,560.

A copy of the Construction Documents and Bid Results are attached to this situation page.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors award the contract for Groner K-8 School improvement project to InLine Construction in the amount of \$1,793,560.

*I move that the Board of Directors award the contract for Groner K-8 School improvement project to InLine Construction in the amount of \$1,793,560.*



# BID TABULATION FORM

Groner Improvements Project						
OPEN: January 26, 2021 @ 2:00pm						
BID PROVIDER	Signed	Addendum 1-3 Ack.	Bid Bond	1st Tier Disclosure	BASIC QUOTE	
AKG	yes	yes	yes		2,305,000 <sup>00</sup>	
Par Tech	yes	yes	yes		2,135,100 <sup>00</sup>	
In Line	yes	yes	yes		1,793,560 <sup>00</sup>	
Ross Builders	yes	yes	yes		2,447,353 <sup>00</sup>	

*[Signature]*

John Abel

OWNER Representative:

*[Signature]*

1/26/2021

WITNESS:

**HILLSBORO SCHOOL DISTRICT 1J  
FEBRUARY 9, 2021  
AWARD CONTRACT FOR MILLER EDUCATION PATHWAYS CENTER  
DESIGN/BUILD PROJECT**

**SITUATION**

On December 2, 2020 the Board approved the Findings of Fact allow for a Design/Build contracting method for the construction of a new Pathways Center building on the Miller Education Campus.

On January 4, 2021 the District sent an Invitation to Bid for a Design/Build Contractor to our pre-qualified vendor list. A pre-bid meeting was held at the Miller Education Campus was held on January 8, 2021.

On January 27, 2021 the District received bids from three contractors to perform this work. A screening committee consisting of Cheryl Pin, Cornerstone Project Manager, Adam Stewart and Jim Peterson met to score the three proposals. The screening committee use the following criteria to rank the firms:

- Project Approach – 20 Points
- Schedule Management – 20 Points
- Team Members/Similar Projects – 10 Points
- Safety Plan – 20 Points
- Cost Proposal/Fees – 15 Points
- Concerns & Assumptions – 15 Points

Construction Management staff recommends that the contract for Miller Education Pathways Center design/build project be awarded to 5 Star Builders for the bid amount of \$2,299,942.

A copy of the Construction Documents and Bid Results are attached to this situation page.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors award the contract for Miller Education Pathways Center design/build project to Five Star Builders in the amount of \$2,299,942.

*I move that the Board of Directors award the contract for Miller Education Pathways Center design/build project to Five Star Builders in the amount of \$2,299,942.*



# BID TABULATION FORM

Peter Boscow Improvements						
OPEN: January 21, 2021 @ 2:00pm						
BID PROVIDER	Signed	Addendum 1 Ack.	Bid Bond	1st Tier Disclosure	BASIC QUOTE	
Emerick	yes	yes	yes		945,000 <sup>00</sup>	
2 KG	yes	yes	yes		1,482,000 <sup>00</sup>	
5 Star Builders	yes	yes	yes	yes	572,442 <sup>90</sup>	
InLine	yes	yes	yes	yes	598,579 <sup>00</sup>	
Par-Tech	yes	yes	yes	yes	786,200 <sup>00</sup>	
Ross Builders	yes	yes	yes		612,544 <sup>00</sup>	

1/21/21

OWNER Representative:

*Sharon Mcclarty*

WITNESS:

**HILLSBORO SCHOOL DISTRICT 1J  
FEBRUARY 9, 2021  
AWARD CONTRACT FOR PETER BOSCOW IMPROVEMENTS**

**SITUATION**

One of the projects included in the Hillsboro School District's 2017 Bond Program is improvements to Peter Boscow. These improvements include seismic upgrades and ADA upgrades.

On December 28, 2020 the District sent an Invitation to Bid for a contractor for this improvement project to our pre-qualified vendor list. A mandatory pre-bid meeting was held at Peter Boscow on January 6, 2021.

On January 26, 2021 the District received bids from six contractors to perform this work. Construction Management staff recommends that the contract for Peter Boscow improvements be awarded to Five Star Builders for the bid amount of \$572,442.90.

A copy of the Construction Documents and Bid Results are attached to this situation page.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors award the contract for Peter Boscow improvement project to Five Star Builders in the amount of \$572,442.90.

*I move that the Board of Directors award the contract for Peter Boscow improvement project to Five Star Builders in the amount of \$572,442.90.*





# BID TABULATION FORM

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InLine	yes	yes	yes	yes	598,579 <sup>00</sup>	
Par-Tech	yes	yes	yes	yes	786,200 <sup>00</sup>	
Ross Builders	yes	yes	yes		612,544 <sup>00</sup>	

1/21/21

OWNER Representative:

*Sharon Mcclarty*

WITNESS:

**HILLSBORO SCHOOL DISTRICT 1J**  
**February 9, 2021**  
**DISCUSS SUPERINTENDENT EVALUATION PROCESS AND TIMELINE**

**SITUATION**

Board Policy CBG: Evaluation of the Superintendent states that the Board will formally evaluate the Superintendent's job performance each year. During this work session, the Board will discuss the process and timeline for evaluating the Superintendent's performance and communicating the results to the public.

## SUPERINTENDENT EVALUATION TIMELINE

<u>Date (2021)</u>	<u>Process</u>
March 8 – April 2	<ul style="list-style-type: none"> <li>• Superintendent prepares self-evaluation</li> </ul>
April 13	<ul style="list-style-type: none"> <li>• Consultant provides superintendent evaluation process orientation to the Board</li> <li>• Superintendent presents goals summary report and self-evaluation to the Board <i>(Board Meeting – Executive Session)</i></li> </ul>
April 14 – 30	<ul style="list-style-type: none"> <li>• Board members complete evaluation worksheets online</li> </ul>
April 27	<ul style="list-style-type: none"> <li>• Superintendent answers any questions about self-evaluation and goals summary <i>(Board Meeting – Executive Session)</i></li> </ul>
May 3 – 9	<ul style="list-style-type: none"> <li>• Consultant compiles Board evaluation worksheet data and prepares comprehensive evaluation report</li> </ul>
May 10	<ul style="list-style-type: none"> <li>• Comprehensive evaluation report posted in the Board’s confidential folder</li> </ul>
May 11	<ul style="list-style-type: none"> <li>• Consultant presents evaluation report to the Board; Board reviews consultant report (Q &amp; A) and discusses Superintendent evaluation <i>(Board Meeting – Executive Session)</i></li> </ul>
May 12 – 17	<ul style="list-style-type: none"> <li>• Board Chair prepares draft evaluation narrative</li> </ul>
May 20	<ul style="list-style-type: none"> <li>• Draft evaluation narrative posted in Board’s confidential evaluation folder for review</li> </ul>
May 25	<ul style="list-style-type: none"> <li>• Board reviews and discusses narrative; Board and Superintendent meet to review evaluation narrative and adjust as necessary <i>(Board Meeting – Executive Session)</i></li> </ul>
June 17	<ul style="list-style-type: none"> <li>• Any narrative revisions posted in Board’s confidential evaluation folder on Google for final review</li> </ul>
June 22	<ul style="list-style-type: none"> <li>• Superintendent evaluation narrative read publicly <i>(Board Meeting – Regular Session)</i></li> </ul>

**HSD SUPERINTENDENT PERFORMANCE 2021**  
**Standards with Comments**  
**DRAFT**

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**Standard 1: LEADERSHIP & DISTRICT CULTURE**

**The Superintendent leads by empowering others, casting vision, shaping culture and climate, and promoting a District environment that embraces multi-cultural and ethnic differences.**

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**Successful performance towards this standard would include the following:**

- 1.1 Engages the community in providing feedback and input for a shared vision
- 1.2 Develops leadership of staff
- 1.3 Promotes high expectations for staff and students
- 1.4 Institutes a high level of accountability of District leadership team
- 1.5 Promotes a positive school climate
- 1.6 Develops process for continual improvement
- 1.7 Provides professional advice and counsel to the Board and to advisory groups established by Board action

**The Superintendent's Overall Performance for this Standard:**

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**Standard 2: POLICY & GOVERNANCE**

**The Superintendent works with the Board to formulate internal and external District policy, define mutual expectations of policy implementation, and demonstrate responsible school oversight to staff, students, and the community at large.**

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**Successful performance towards this standard would include the following:**

- 2.1 Understands the role of policy regarding District governance
- 2.2 Establishes procedures for Board/Superintendent working relationships
- 2.3 Understands and communicates the role and impact of legislative actions as well as state and federal policies
- 2.4 Appropriately utilizes legal counsel to protect District interests
- 2.5 Works with legislators toward the best interest of the District
- 2.6 Prepares an agenda with the Board Chair for each Board meeting, together with abstract and supporting data, before each meeting
- 2.7 Assists the Board in its formulation of school policies, plans and programs, and by the preparation and presentation of facts and explanations; assists the Board with its duties
- 2.8 Keeps the Board informed as to how policies are being carried out and the effectiveness of such policies
- 2.9 Develops practices and processes to effectively carry out the Board's annual goals and the District's long-range facilities plan

**The Superintendent's Overall Performance for this Standard:**

**COMMENTS:**

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**Standard 3: COMMUNICATIONS & COMMUNITY RELATIONS**

**The Superintendent demonstrates the skills necessary to establish effective communication with students, staff, parents, and the community as a whole. He/She also responds to community feedback, and builds community support for the District.**

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**Successful performance towards this standard would include the following:**

- 3.1 Serves as the official representative of the District and maintains a program of publicity as may serve to improve understanding and morale within the schools and keep the public informed
- 3.2 Actively seeks to receive feedback from the community
- 3.3 Demonstrates effective communication skills
- 3.4 Develops a process to involve stakeholders in decisions
- 3.5 Establishes effective District / community relationships
- 3.6 Clearly articulates the District vision, mission and priorities to staff, community and media
- 3.7 Works collaboratively with local governments, other colleagues, professional organizations, business and community groups in furthering the District's educational goals

**The Superintendent's Overall Performance for this Standard:**

**COMMENTS:**

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**Standard 4: ORGANIZATIONAL MANAGEMENT**

**The Superintendent gathers and analyzes data for decision-making, and makes recommendations to the Board regarding the effective allocation of resources.**

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**Successful performance towards this standard would include the following:**

- 4.1 Oversees the financial management of the District
- 4.2 Develops budgeting process that includes forecasting, planning, input, prioritization and monitoring
- 4.3 Directs the implementation of the budget adopted by the Board
- 4.4 Provides leadership to keep abreast of current educational developments
- 4.5 Arranges for staff development necessary to ensure the establishment and operation of improved learning programs
- 4.6 Provides access to the decision-making process for improvement ideas of staff, students, parents, and others
- 4.7 Coordinates cooperative efforts for the improvement of learning programs, facilities, equipment, and materials

**The Superintendent's Overall Performance for this Standard:**

**COMMENTS:**

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**Standard 5: FACILITIES & TECHNOLOGY MANAGEMENT AND PLANNING**

**The Superintendent oversees the management and planning of appropriate facilities and technology to assure a successful, safe and secure working environment for staff and learning environment for students.**

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**Successful performance towards this standard would include the following:**

- 5.1 Engages the staff and Board in a long-range planning process designed to prepare for future growth, as well as to maintain current facilities
- 5.2 Develops protocols and procedures for dealing with the school/District emergencies
- 5.3 Oversees facilities, maintenance and construction management
- 5.4 Implements appropriate safety and security practices in schools
- 5.5 Implements the use of technology to enhance administering business, student and other information and support systems

**The Superintendent's Overall Performance for this Standard:**

**COMMENTS:**

DRAFT



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**Standard 6: INSTRUCTIONAL LEADERSHIP**

**The Superintendent ensures that the most effective teaching techniques are in place, and that all instructional resources are used to maximize student achievement**

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**Successful performance towards this standard would include the following:**

- 6.1 Allocates instructional resources in an effective manner
- 6.2 Applies effective methods of monitoring and evaluating student achievement
- 6.3 Develops a continual improvement process for student achievement
- 6.4 Develops and effectively operates curriculum, special courses and activities as will provide a complete system of instruction
- 6.5 Develops college and career pathways for students
- 6.6 Promotes the effective use of instructional technology
- 6.7 Develops and promotes learning options for students

**The Superintendent's Overall Performance for this Standard:**

**COMMENTS:**

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**Standard 7: HUMAN RESOURCES MANAGEMENT**

**The Superintendent implements a staff performance evaluation system that applies ethical, contractual, and legal requirements for personnel selection, development, retention, promotion, and dismissal.**

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**Successful performance towards this standard would include the following:**

- 7.1 Exercises general supervision over all employees of the District
- 7.2 Demonstrates the use of system and staff evaluation data for personnel policies, decision-making, promotion of career growth, and professional development
- 7.3 Develops, maintain, and operates a suitable program of staff professional development
- 7.4 Develops effective bargaining strategies based upon collective bargaining laws and processes
- 7.5 Establishes productive relationships with bargaining groups, while managing collective bargaining contracts effectively

**The Superintendent's Overall Performance for this Standard:**

**COMMENTS:**

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**Standard 8: VALUES & ETHICS OF LEADERSHIP**

**The Superintendent understands and models appropriate value systems, ethics, and moral leadership, including multi-cultural and ethnic sensitivity.**

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**Successful performance towards this standard would include the following:**

- 8.1 Understands and embraces the role of public schools in a democratic society
- 8.2 Manifests a professional code of ethics and demonstrates personal integrity in all interactions
- 8.3 Explores and develops ways to find common ground in dealing with difficult and divisive issues
- 8.4 Promotes the value that moral and ethical practices are established and practiced throughout the District
- 8.5 Ensures that the constitution, laws, and all State Board of Education regulations governing the schools are effectively carried out and that the rules and regulations of the Board are enforced

**The Superintendent's Overall Performance for this Standard:**

**COMMENTS:**

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**Standard 9: EQUITY & CULTURAL RESPONSIVENESS**

**The Superintendent establishes specific and measurable goals for equity that are informed by data and are aligned with student needs.**

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**Successful performance towards this standard would include the following:**

- 9.1 Collects and analyzes data to monitor progress towards achieving equity goals and informing continuous improvement.
- 9.2 Partners with stakeholders to provide learning experiences and resources for students that promote cultural responsiveness and equitable practices.
- 9.3 Aligns and allocates resources to foster equitable student learning environments (This includes but is not limited to access to high-quality instructional materials, effective educators, rigorous courses, and extracurricular experiences.)
- 9.4 Exhibits multi-cultural and ethnic understanding and sensitivity.
- 9.5 Identifies and applies policies, criteria and processes for the recruitment, selection, compensation and separation of personnel with attention to issues of equity and diversity
- 9.6 Establishes instructional strategies that include cultural diversity and differences in learning styles

**The Superintendent's Overall Performance for this Standard:**

**COMMENTS:**

**HILLSBORO SCHOOL DISTRICT 1J**  
**February 9, 2021**  
**ANNOUNCE SCHOOL BOARD ELECTION PROCESS AND TIMELINE**

**SITUATION**

On May 18, 2021, elections will be held statewide for all school board positions expiring June 30, 2021. Four positions on the Hillsboro School District Board of Directors will be on the ballot. The term of service for Hillsboro School District Board members is four years. Board positions are elected, volunteer positions. Candidates for Board positions must be registered voters and live within District boundaries. Elected Board members will be sworn in during the regular Board meeting in June 2021, and their terms of service will begin on July 1, 2021.

For more information regarding Board duties, interested patrons may contact Rose Roman, Executive Assistant to the Board, at 503-844-1789. The District has also scheduled the following information sessions for patrons who would like an opportunity to learn more about Board service:

- Virtual information sessions
  - Date / Time: Tuesday, February 23, 12:00 – 1:00 PM, virtual session
  - Date / Time: Wednesday, February 24, 3:00 – 4:00 PM, virtual session

Positions Up For Election

Position 1, currently held by Erika Lopez  
Position 2, currently held by Mark Watson  
Position 3, currently held by Martin Granum  
Position 6, currently held by Jaci Spross

Key Dates

February 6 First day for a candidate to file  
March 18 Last day for a candidate to file  
March 22 Last day for a candidate to file a Voter's Pamphlet statement  
May 18 Election day

Election information and forms are available on the Washington County Elections Office website at: <http://www.co.washington.or.us/Elections>, or contact the elections office at 2925 NE Aloclek Drive Suite 170, Hillsboro, Oregon. The elections office phone number is 503-846-5800.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J**  
**February 9, 2021**  
**DISCUSS STUDENT REPRESENTATIVE POSITIONS AND PLANNING**

**SITUATION**

Because the Board values the input of students on matters that are important to them, Board members established a position of “Student Representative to the Board,” beginning with the 2018-19 school year.

It was determined that up to three students would be appointed each year, to serve from September through June, and no school would be represented by more than one position. The opportunity to serve as a student representative would rotate between schools on an annual basis, with students from Glencoe High School, Hillsboro High School, and the Miller Education (Pathways) Center having the opportunity to participate in 2021-22; and students from Liberty High School, Century High School, and the Hillsboro Online Academy having the opportunity to participate the following year.

During this evening’s work session, Board members will discuss the timeline and process for selecting Student Representatives to serve during the 2021-22 school year, and will receive feedback from the current Student Representatives regarding their experiences in the position.

**RECOMMENDATION**

The Superintendent recommends that the Board of Directors and Student Representatives discuss the timeline and process for selecting Student Representatives to serve during the 2021-22 school year.

## STUDENT REPRESENTATIVE RECRUITMENT / SELECTION PROCESS – KEY POINTS FOR 2021-22 TIMELINE DISCUSSION

- Board updates throughout the process
- Recruitment (English / Spanish) via:
  - Monday Notes (beginning 2/15/21)
  - Hot News (beginning 2/15/21)
  - District website
  - Mike will tweet announcement
  - Information sessions for schools (current Student Reps / Board members) (week of March 1 – include dates in announcements)
- Applications (English / Spanish) due 4/2/21
  - Google form, Google doc, PDF
- Board identifies the interview subcommittee (at least two Board members and at least one current Student Representative), selects applicants to interview, finalizes interview questions (4/13/21)
- Students invited to interview (Board secretary sends email); interview questions provided to students (4/15/21)
- Interviews conducted by subcommittee (public meeting) (week of April 19)
- BU regarding interview committee's recommendations (4/23/21)
- Discussion of recommendations during Board work session (4/27/21)
- Approval of recommendations during Board regular session (4/27/21)
- Letter emailed to students notifying them of the Board's decision (5/03/21)
- Students appointed during Board regular session (6/22/21)
- Mentoring schedule created – Board input requested (by the beginning of July)
- Orientation (last week of July) (Superintendent, Board Chair, Board Secretary)
- Students receive invitations to District events (Board meetings, Faith luncheon, etc.) (as appropriate)

## **Student Board Representatives 2021-22** **Applications Due April 2, 2021**

### **Background**

The Hillsboro School Board would like to extend the opportunity for students to apply to serve as Student Representatives to the Board for the 2021-22 school year. The Board will select three students to serve for each one-year term.

No school will be represented by more than one student position during the course of a school year.

- The opportunity to serve as a student representative will rotate on an annual basis. Glencoe, Hilhi, and Miller Education students will have the opportunity to participate during the 2021-22 school year. Liberty, Century, and Hillsboro Online Academy students will have the opportunity to serve during the 2022-23 school year.

### **Student Board Representative Eligibility**

1. Student Board Representatives must attend one of Hillsboro School District's high schools, Hillsboro Online Academy or Miller Education Center.
2. Student Board Representatives must be a junior or senior during the 2021-22 school year.
3. Student Board Representatives shall serve a one-year term.
4. Three Student Board Representatives may serve on the Board per year.

### **Selection of Student Board Representatives**

1. Students wishing to serve as Student Board Representatives will apply for the position in the spring. The year of service will begin in July.
2. A committee consisting of at least two Board members shall conduct interviews and make a recommendation to the rest of the Board regarding representatives.
3. The selection of Student Board Representatives shall be based on the completed application and materials supplied by the applicant, the interview, and staff recommendations.
4. Should a Student Board Representative position become vacant prior to January 1, the Board may appoint a replacement who will serve until the end of the current school year.



## **Student Board Representative Participation Guidelines**

Student Board Representatives will:

1. Speak to the interests of students by expressing the views of high school students, and the representative's own views
2. Attend School Board meetings and act in an advisory capacity to the Board
3. Be provided a place to sit at Board meetings
4. Have the same privileges of discussion that apply to Board members
5. When appropriate, exercise a non-binding (advisory) recommendation on matters brought before the Board
6. Read the Board packet before each meeting, and be prepared to discuss agenda items
7. Meet with the Superintendent and Board secretary as needed
8. Serve as liaisons to keep channels of communication open between the Board and students

Student Board Representatives may be asked to serve on District and/or Board committees when appropriate.

Student Board Representatives may be asked to represent the District and/or Board at events when appropriate.

Student Board Representatives may not participate in matters brought before the Board that require executive session, or that raise concerns related to confidentiality of students or school personnel.

**Application may be submitted via [Google form](#) or paper form (see below).**

**Student Board Representative Application  
Due by April 2, 2021**

Name: \_\_\_\_\_ Preferred Pronoun: She/Her He/Him They/Them

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

HSD Email Address: \_\_\_\_\_

Current School: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

Write a short essay (500 words) responding to the following questions:

1. Why would you like to be a high school Student Representative to the Board of Directors?
2. What involvement have you had at high school and in the Hillsboro community, and what has that involvement meant to you as a student?
3. If you could change one aspect of the Hillsboro School District, what would it be, and how would you change it?

List the names of two high school staff member references.

Reference Name: \_\_\_\_\_

Reference Name: \_\_\_\_\_

Thank you for applying. You will be notified of the status of your application. If you have any questions, please contact Rose Roman at 503-844-1789, or [romanr@hsd.k12.or.us](mailto:romanr@hsd.k12.or.us).

**Please send your application and materials by April 2 to:**

Rose Roman  
Executive Assistant to the Board of Directors  
Hillsboro School District  
3083 NE 49<sup>th</sup> Place  
Hillsboro, OR 97124  
[romanr@hsd.k12.or.us](mailto:romanr@hsd.k12.or.us)

## Student Board Representative Interview Questions

Candidate: \_\_\_\_\_ Date: \_\_\_\_\_

1. What personal strengths/experiences will you bring to enhance the work of the Board?
2. If you should be selected as a student representative to the Board, what do you see as your role on the Board? In the school?
3. What do you hope to accomplish as a student representative to the Board?
4. What do you expect to learn from your Board experience?
5. How will you work to represent the views of a wide range of students?
6. The Board meets on Tuesday evenings twice a month. Occasionally, there are extra meetings and/or committee meetings at other times. There are also opportunities to attend school events during both days and evenings. What challenges do you anticipate in meeting this time commitment?
7. Do you have any questions that we can address for you?

**HILLSBORO SCHOOL DISTRICT 1J**  
**February 9, 2021**  
**STUDENT SERVICES UPDATE**

**SITUATION**

This report will provide an overview of how Student Service is meeting the needs of students on Individualized Educational Program (IEP) during Comprehensive Distance Learning. Additionally, it will convey some instructional strategies being used with our students experiencing disability and strategies used to engage our parent community.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J**  
**February 9, 2021**  
**VACCINATION UPDATE AND RETURN TO SCHOOL INFORMATION**

**SITUATION**

The Board will receive an update concerning our plans to start hybrid learning, including an update on staff vaccinations.

**RECOMMENDATION**

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