

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
September 27, 2022
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. EXECUTIVE SESSION

<u>Board Present:</u>	<u>Staff and Others Present:</u>
Mark Watson, Chair	Mike Scott, Superintendent
Nancy Thomas, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen, virtual	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	Kona Lew-Williams, Human Resources Officer
Erika Lopez	Beth Graser, Communications Officer
Patrick Maguire	Casey Waletich, Operations Officer
Monique Ward	Jordan Beveridge, Information Technology Officer
	Francesca Sinapi, Equity, Access and Engagement Officer
	Michelle Morrison, Financial Officer
	Rose Roman, Executive Assistant to the Board

A. Call to Order Executive Session

Board Chair Mark Watson called the meeting to order at 5:17 PM.

B. ORS 192.660(2)(d) - Labor Negotiator Consultation

Human Resources Officer Kona Lew-Williams gave an update on labor negotiations. Financial Officer Michelle Morrison provided pertinent fiscal information. Superintendent Mike Scott provided additional insight. Board members asked question and provided comment. Facilities Officer Casey Waletich answered Board member questions.

C. Recess Executive Session

Board Chair Mark Watson moved the Board of Directors out of executive session and recessed the meeting at 5:36 PM.

2. WORK SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Mike Scott, Superintendent
Nancy Thomas, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen, virtual	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	Beth Graser, Communications Officer
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Monique Ward	Michelle Morrison, Financial Officer
Patrick Maguire	Casey Waletich, Operations Officer
	Jordan Beveridge, Information Technology Officer
<u>Student Representatives Present:</u>	Francesca Sinapi, Equity, Access and Engagement Officer
Ivette Alonso Garcia	Rose Roman, Executive Assistant to the Board
V Godoy	Angela Adzima, Technical Support
Cailey McGuire	John Garcia Lopez, Technical Support
	Sebastian Antonio Hernandez Viera, Interpreter
	Gaspar Lopez Lopez, Interpreter
	Mary Kay Babcock, HEA President
	Melody Hansen, HCU President

- A. Call to Order
Board Chair Mark Watson called the meeting to order at 5:38 PM
- B. Facilities Naming - ES29
Operations Officer Casey Waletich discussed the naming process for ES29. Board members and student representatives asked questions and provided comment.
- C. Legislative Priorities Input / Planning
Communications Officer Beth Graser discussed legislative priorities, including background information, potential legislative seat changes, and fiscal information. Finance Officer Michelle Morrison answered finance and budget questions. Board members asked questions and provided comment.
- D. Statewide Assessment Update
Assistant Superintendent Audrea Neville discussed the recently released statewide assessment data. Board members and student representatives asked questions and provided comments.
- E. Recess Board Meeting
Board Chair Mark Watson recessed at 6:59 PM.

3. **REGULAR SESSION**

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Mike Scott, Superintendent
Nancy Thomas, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen, virtual	Audrea, Assistant Superintendent, School Performance
See Eun Kim, virtual	Beth Graser, Communications Officer
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Monique Ward	Michelle Morrison, Financial Officer
Patrick Maguire	Casey Waletich, Operations Officer
	Jordan Beveridge, Information Technology Officer
<u>Student Representatives Present:</u>	Francesca Sinapi, Equity, Access and Engagement Officer
Ivette Alonso Garcia	Rose Roman, Executive Assistant to the Board
V Godoy	Angela Adzima, Technical Support
Cailey McGuire	John Garcia Lopez, Technical Support
	Anabella Salkind, Interpreter
	Idania Romo Diaz, Interpreter
	Mary Kay Babcock, HEA President
	Melody Hansen, HCU President

A. Call to Order and Flag Salute

Board Chair Mark Watson reconvened the meeting at 7:09 PM and led the Pledge of Allegiance.

B. Land Acknowledgement

Board Chair Mark Watson read a Land Acknowledgement.

C. Proclamations

1. National Principals Month

Director Nancy Thomas read the National Principals Month Proclamation.

2. Safe Schools Week

Director Patrick Maguire read the Safe Schools Week Proclamation.

D. Approval of Agenda

Director Erika Lopez MOVED, SECONDED by Director Monique Ward, to approve the agenda as printed.

The MOTION CARRIED (7-0).

No further discussion took place.

E. Consent Agenda

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

Director Monique Ward MOVED, SECONDED by Director Lisa Allen, to approve the Consent Agenda as printed.

The MOTION CARRIED (7-0).

No discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of June 21, 2022, Board meeting
2. Approve Minutes of June 23, 2022, Board meeting
3. Approve Minutes of June 28, 2022, Board meeting
4. Approve Minutes of August 2, 2022, Board meeting
5. Approve Minutes of September 13, 2022, Board Meeting
6. Approve Routine Personnel Matters
7. Accept Gifts and Donations
8. Adopt Board / Superintendent Working Agreements
9. Adopt Board Goals
10. Approve Policy
 - a. D - Fiscal Management
 - 1) DH: Loss Coverage
Presenter: Michelle Morrison

F. Audience Time

No audience members requested to address the Board.

G. Action Items

1. Approve the Nomination of Metro Policy Advisory Committee (MPAC) Members
Board Chair Mark Watson provided background information.

Director Mark Watson MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors approve the nomination of Susan Greenberg to serve on the Metro Policy Advisory Committee (MPAC).

The MOTION CARRIED (6-1). Director Monique Ward opposed.

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, that the Board of Directors nominate Mark Watson to serve on the Metro Policy Advisory Committee (MPAC) for the alternate position.

The MOTION CARRIED (6-1). Director Monique Ward opposed.

No further discussion took place.

2. Acknowledge Gifts and Donations

Financial Officer Michelle Morrison presented the donations over \$5000.

Director Erika Lopez MOVED, SECONDED by Director Monique Ward, that the Board of Directors acknowledge the donations listed.

The MOTION CARRIED (7-0).

Director Monique Ward discussed the donation process of approving and acknowledging donations over \$5000. Board members asked questions, provided

comment and agreed to discuss further in a future work session.

3. Facilities Naming - ES29

Facilities Officer Casey Waletich provided information.

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, that the Board of Directors select Tamarack as the name for ES29 to be placed on first read.

The MOTION CARRIED (7-0).

Director Erika Lopez and Chair Mark Watson thanked staff and community members for engaging in the naming process. Board members asked questions and Facilities Officer Casey Waletich answered questions and provided additional information. Assistant Superintendent Travis Reiman and Superintendent Mike Scott answered questions.

4. Notice of Intent to Purchase - Microsoft

Information Technology Officer Jordan Beveridge reminded the Board that this is an update to a yearly contract.

Director Patrick Maguire MOVED, SECONDED by Director Erika Lopez, that the Board of Directors acknowledge the Notice of Intent to Purchase by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

The MOTION CARRIED (7-0).

No discussion took place.

5. Notice of Intent to Purchase - Custodial Agency Services

Financial Officer Michelle Morrison offered to answer any questions.

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors approve the non-exclusive, temporary contracts for Custodial Agency Services to ABM and Cascade Business Services.

The MOTION CARRIED (7-0).

Board members asked clarifying questions and Financial Officer Michelle Morrison provided background information and answered questions.

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

Chair Mark Watson recessed the Board Meeting, and convened the meeting of the Local Contract Review Board at 7:44 PM

1. Local Contract Review Board Hearing: Review and Approve Findings of Fact for Special Procurements and Exception from Competitive Bidding, and Authorize a Specific Sole Source Procurement

Information Technology Officer Jordan Beveridge / Financial Officer Michelle Morrison

Director Patrick Maguire MOVED, SECONDED by Director Monique Ward, that the Board of Directors, acting in the capacity of the Local Contract Review Board, approve the sole source procurement and Exemptions from Competitive Bidding, and authorize the purchase of Google Voice and G Suite for Education Enterprise Licenses from AmplifiedIT / CDW.

The MOTION CARRIED (7-0).

No further discussion took place.

2. Local Contract Review Board: Public Testimony
No public testimony was received.
- I. Adjourn Meeting of the Local Contract Review Board; Reconvene Board Meeting
Chair Mark Watson adjourned the meeting of the Local Contract Review Board and Reconvened the Board Meeting at 7:47 PM
- J. Reports and Discussions
 1. Financial Report
Financial Officer Michelle Morrison presented the Financial Report and introduced the new risk manager MaryBeth Puncochar. Board members asked clarifying questions and provided comment.
 2. Division 22 Assurances
Assistant Superintendent Travis Reiman presented the Division 22 Assurances. Board members asked questions and provided additional comments.
- K. Information - Administrative Regulation Update
 1. C - General Administration
 - a. CPA-AR: Layoff and Recall for Administrators
Presenter: Kona Lew-Williams
 2. K - District-Community Relations
 - a. KBA-AR: Public Records
Presenter: Beth Graser
- L. Policies - First Reading
 1. A/B - Board Governance and Operations
 - a. BBBA: Board Member Qualifications
Presenter: Mike Scott
 - b. BCF: Advisory Committees to the Board
Presenters: Mike Scott / Francesca Sinapi
 2. C: General Administration
 - a. CPA: Layoff and Recall for Administrators
Presenter: Kona Lew-Williams
 3. D: Fiscal Management
 - a. DBEA: Budget Committee
Presenter: Michelle Morrison
 4. G - Personnel
 - a. GDA: Instructional Assistants
Presenter: Kona Lew-Williams

5. I - Instruction

a. IGBAF-AR: Special Education - Individualized Education Plan (IEP)

Presenter: Travis Reiman

b. IGBAG-AR: Special Education - Procedural Safeguards

Presenter: Travis Reiman

6. K/L: District-Community Relations

a. KBA: Public Records

Presenter: Beth Graser

M. HCU / HEA Reports

HCU President Melody Hansen welcomed everyone back to a new school year, discussed COVID-19 cases and staff illness, staff shortages, burnout, and working with the District to find creative solutions to current challenges. HEA President Mary Kay Babcock introduced herself and provided her reasons for serving as union president. She also discuss staff burnout, impact of pandemic on students, asked for everyone to vote in November election.

N. Discussion Time

1) Student Representatives' Time

Ivette Alonso Garcia discussed the importance of mental health of students and staff. Cailey McGuire thanked the union representatives for coming, and highlighted the importance of teachers to students.

2) Superintendent's Time

Superintendent Mike Scott emphasized the value the District has shown to its classified staff through contract negotiations, lack of layoffs, and keeping employees working, paid and insured throughout the pandemic. He highlighted the school environment, and the return of the feeling of normalcy among staff and students. He recognized the staff and Equity, Access and Engagement Officer Francesca Sinapi, for their presentations at the COSA Equity Conference. He discussed the importance of legislative priorities and being closer to naming ES29.

3) Board of Directors' Time

Director See Eun Kim welcomed everyone back. Director Lisa Allen highlighted an upcoming production at South Meadows. Director Erika Lopez highlighted the recent OSBA retreat, legislative priorities, and the importance of voting in November for champions of public education. Director Monique thanked staff for their willingness to answer questions. Director Patrick Maguire highlighted importance of early literacy, staff engagement and sustainable conditions for staff. Vice Chair Nancy Thomas urged unions to understand of the complexity of funding, legislative advocacy, impact of funding on student, staff, and districts, and pleaded for the public to vote in November. Chair Mark Watson encourage fellow board members to advocate in Salem, urged public to vote, thanked the Technology team and highlighted the upcoming Superintendent coffee chats.

O. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 8:28 PM.



Approved October 25, 2022