

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
December 6, 2022
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

2. 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
See Eun Kim, virtual	Audrea Neville, Assistant Superintendent, School Performance
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Patrick Maguire	Beth Graser, Communications Officer
Monique Ward, virtual	Casey Waletich, Operations Officer
	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 5:18 PM.

B. ORS 192.660(2)(e) - Real Property Transactions

Operations Officer Casey Waletich gave an overview of the real property transaction.
Financial Officer Michelle Morrison provided additional information.

C. Recess Executive Session

Board Chair Mark Watson moved the Board out of executive session and recessed the meeting at 5:28 PM.

3. 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
See Eun Kim, virtual	Audrea Neville, Assistant Superintendent, School Performance
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Patrick Maguire	Michelle Morrison, Financial Officer
Monique Ward, virtual	Beth Graser, Communications Officer
	Casey Waletich, Operations Officer
<u>Student Representatives Present:</u>	Jordan Beveridge, Information Technology Officer
Ivette Alonso Garcia	Francesca Sinapi, Equity, Access and Engagement Officer
V Godoy	Frank Caropelo, Executive Director of Schools
	Rose Roman, Executive Assistant to the Board
	Angela Adzima, Technical Support
	John Garcia Lopez, Technical Support
	Jeff Jones, Manager - Business Services
	Gaspar Lopez Lopez, Supervisor - Language Liaison
	Sebastian Antonio Hernandez Viera, Language Liaison
	Melody Hansen, HCU President

- A. Call to Order
Board Chair Mark Watson called the meeting to order at 5:31 PM

- B. Community Curriculum Advisory Committee (CCAC) Selection Process
Assistant Superintendent Travis Reiman introduced the candidates. Orpa Alvord was present. Heather Clements and David Eppelsheimer spoke online. Francesca Hurd, Chris Adzima, Jaci Spross, and Hannah Holt submitted statements that were read aloud by Assistant Superintendent Travis Reiman. Board members voted by ballot. Orpa Alvord, Jaci Spross, Hannah Holt, David Eppelsheimer, and Chris Adzima were top vote getters and will be appointed later in the meeting.

- C. Admission of Exchange Students Administrative Regulation Review
Executive Director of Schools Frank Caropelo gave an update on the admission of exchange students AR, and shared survey data obtained. Assistant Superintendent Audrea Neville shared next steps. Board members asked questions and provided comment.

- D. 2023-2024 School Calendar Discussion
Human Resources Officer Kona Lew-Williams shared the 2023-23 calendar, ideas behind the planned draft of the 2023-2024 school calendar, surveys planned, and next steps. Board members asked questions and provided comment.

- E. School Start Times Report
Assistant Superintendent Audrea Neville shared factors that impact school start times, elementary school start and end times, secondary school start and end times,

and data on surrounding districts practices. Board members asked questions and provided comment.

F. National School Boards Association Conference Planning

Board Chair Mark Watson introduced the topic. Vice Chair Nancy Thomas and Director Patrick Maguire expressed interest in attending.

G. Superintendent Search - Update

Board Chair Mark Watson shared the number of Requests for Proposals (RFP) received thus far. He gave an update on plans and asked Board members to share their ideas. The Board agreed that if four firms apply, they will interview all four. If five or more apply, they should narrow it down to three. He asked if the Board would like to ask specific questions. Board members asked clarifying questions and provided comment.

H. Recess Work Session

Board Chair Mark Watson recessed at 7:00 PM.

4. 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
See Eun Kim, virtual	Audrea Neville, Assistant Superintendent, School Performance
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Patrick Maguire	Michelle Morrison, Financial Officer
Monique Ward, virtual	Beth Graser, Communications Officer
	Casey Waletich, Operations Officer
<u>Student Representatives Present:</u>	Jordan Beveridge, Information Technology Officer
Ivette Alonso Garcia	Francesca Sinapi, Equity, Access and Engagement Officer
V Godoy	Becky Kingsmith, Director of Teaching and Learning
	Rose Roman, Executive Assistant to the Board
	Angela Adzima, Technical Support
	John Garcia Lopez, Technical Support
	Mary Kay Babcock, HEA President
	Melody Hansen, HCU President
	Jeff Jones, Manager - Business Services
	Anabella Salkind, Language Liaison
	Melissa Pendergrass, Coordinator of CCP
	Hollee McNamee, TOSA - OSP
	Brooke Nova, Director of CCP and Student Support Networks

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 the Land Acknowledgement.

C. Approval of Agenda

Director Patrick Maguire MOVED, SECONDED by Director Erika Lopez, to approve the agenda as printed.

The MOTION CARRIED (6-0).

No further discussion took place.

D. Audience Time

Two audience members requested to address the Board. Parent Kimberly Morehouse discussed mental health of autistic students, behavioral issues. CCAC member Joe Everton addressed his concerns with the Data Science course proposed.

E. Consent Agenda

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

Director Monique Ward requested to remove policy IK: Academic Achievement from the Consent Agenda.

Director Erika Lopez MOVED, SECONDED by Director Monique Ward, to approve the Consent Agenda as amended.

The MOTION CARRIED (6-0).

No discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of November 15, 2022, Board meeting
2. Approve Routine Personnel Matters
3. Accept Gifts and Donations
4. Approve Policies
 - a. G - Personnel
 - 1) GCDA/GDDA: Criminal Records Checks and Fingerprinting
Presenters: Kona Lew-Williams / Michelle Morrison
 - b. I - Instruction
 - 1) IICC: Volunteers
Presenters: Kona Lew-Williams / Michelle Morrison
 - 2) ~~IK: Academic Achievement~~
~~Presenter: Audrea Neville~~
 - c. J - Students
 - 1) JEA: Compulsory Attendance
Presenter: Audrea Neville
 - 2) JGAB: Use of Restraint and Seclusion
Presenter: Audrea Neville
 - 3) JHC: Student Health Services and Requirements
Presenter: Travis Reiman

F. Reports and Discussions

1. First Reading - High School Course Approvals: Diesel Mechanics Program of Study & Data Science

Director of Teaching and Learning Becky Kingsmith introduced the topic. Coordinator of CCP Melissa Pendergrass outlined the Diesel Mechanics Program of Study including program overview, program rationale, and next steps. Assistant Superintendent Travis Reiman provided the questions and comments shared at the CCAC meeting on December 5, 2022. Board members and student representatives asked questions and provided comment.

Assistant Superintendent Travis Reiman introduced the Data Science course. OSP - TOSA Hollee McNamee outlined what the Data Science course is, and why it is proposed. Director of Teaching and Learning Becky Kingsmith discussed course sequence options and next steps. Assistant Superintendent Travis Reiman provided the questions and comments shared at the CCAC meeting on December 5, 2022. Board members and student representatives asked questions and provided comment.

2. Strategic Planning Process Update

Communications Officer Beth Graser introduced the topic. Consultant Lauren Klaffky provided an update on the Strategic Planning process including embracing diverse voices and perspectives, listening sessions, data driven process, equity-centered strategic planning centered on student learning, along with instructional effectiveness and empowering infrastructure. Board members provided comment.

3. Financial Report

Financial Officer Michelle Morrison outlined the Financial Report, and pointed out that the Cash Flow Report was not included this month due to the early meeting date.

4. Bond Program Review Report

Financial Officer Michelle Morrison gave an overview of the fifth annual Bond Program Review Report.

G. Action Items

1. Appoint CCAC Members

Director Mark Watson MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors appoint the following candidates to two-year positions:

Position 4: David Eppelsheimer

Position 7: Orpa Alvord

Position 8: Chris Adzima

Position 12: Hannah Holt

Position 14: Jaci Spross

The MOTION CARRIED (6-0).

Directors thanked the applicants.

2. Accept Annual Comprehensive Financial Report for 2021-2022

Financial Officer Michelle Morrison thanked the audit committee and the auditors for the overview. Additionally she thanked Manager of Business Service Jeff Jones for his work.

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors accept the Annual Comprehensive Financial Report for 2021-2022.

The MOTION CARRIED (6-0).

Board members provided comment, thanked Financial Officer Michelle Morrison and her team in the Business Office.

3. Adopt Budget Planning Calendar

Financial Officer Michelle Morrison highlighted additional vacancies in the budget committees.

Director Mark Watson MOVED, SECONDED by Director Patrick Maguire, that the

Board of Directors adopt the planning calendar for the 2023-24 budget.

The MOTION CARRIED (6-0).

Directors suggested CCAC applicants not appointed be recruited for the Budget Committee and highlighted the work of Financial Officer Michelle Morrison.

4. Elect Members to Oregon School Boards Association Board of Directors and Approve Resolution

Director Mark Watson highlighted the positions.

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors cast its vote for Susan Greenberg for the OSBA Board of Directors, position 15.

The MOTION CARRIED (5-1). Directors provided comment about getting information on candidates. Director Monique Ward opposed.

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors cast its vote for Maureen Wolf for the OSBA Board of Directors, position 16.

The MOTION CARRIED (5-1). Director Monique Ward opposed. No further discussion.

Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the Resolution to adopt the OSBA Legislative Priorities and Principle as recommended by the Legislative Policy Committee.

The MOTION CARRIED (5-1). Chair Mark Watson thanked OSBA for the work across the state. Director Monique Ward opposed.

5. Adopt Legislative Priorities

Communications Officer Beth Graser highlighted HSD Legislative Priorities.

Director Patrick Maguire MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors adopt the proposed 2023 legislative priorities.

The MOTION CARRIED (6-0).

Directors complimented the Legislative Priorities and asked clarifying questions.

6. Notice of Intent to Purchase

Information Technology Officer Jordan Beveridge provided background information.

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

The MOTION CARRIED (6-0).

No further discussion took place.

7. Notice of Intent to Purchase

Information Technology Officer Jordan Beveridge provided background information.

Director Erika Lopez MOVED, SECONDED by Director Monique Ward, that the Board of Directors acknowledge the Notice of Intent to Purchase of Palo Alto firewalls and services from CDWG by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

The MOTION CARRIED (6-0).

Directors discussed highlighting security enhancement in cyber security.

8. Approve Purchase of School Buses

Financial Officer Michelle Morrison highlighted the purchase of diesel buses, the replacement of gross polluters, and the anticipated delivery date.

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the purchase of ten (10) vehicles for a total estimated cost of \$1,843,419.

The MOTION CARRIED (6-0).

Board members asked clarifying questions and provided comment.

9. Approve Purchase of Property Adjacent to Current 40-Acre Future High School Site on Rosedale Road

Financial Officer Michelle Morrison provided additional information, highlighted bond funds as source of funds for the property purchase.

Director Mark Watson MOVED, SECONDED by Director See Eun Kim, that the Board of Directors approve the Purchase and Sale Agreement and First Amendment as presented.

The MOTION CARRIED (6-0).

No further discussion took place.

10. Approve Policy

Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve policy IK: Academic Achievement.

The MOTION CARRIED (5-1). Director Monique Ward opposed.

Director Monique Ward expressed disagreement of removing essential skills from the policy. Directors provided additional comments.

H. HCU / HEA Reports

HCU President Melody Hansen asked for professional growth opportunities for classified employees, including mentorship, language classes, and additional training for sped assistants.

HEA President Mary Kay Babcock highlighted the challenges teachers are facing this year, trauma informed care, staff shortages limiting support, staff resignation, and the focus on mental health and wellness.

I. Discussion Time

1) Student Representatives' Time

V Godoy highlighted their college acceptance and scholarship offer from University of Portland. Ivette Alonso Garcia thanked Equity, Access and Engagement Officer Francesca Sinapi for taking her and other students to the Black College Expo in Renton, Washington.

2) Superintendent's Time

Superintendent Mike Scott highlighted school visits, Equity Access Engagement Officer Francesca Sinapi Bilingual Ed Night, BVFAC Cultural Reading Event. He also addressed professional development opportunities for staff members with the proposed calendar for 2023-24.

3) Board of Directors' Time

Director See Kim thanked the public for their comments.

Director Monique Ward wished everyone a merry Christmas and happy New Year and thanked staff for the information and presentations.

Director Erika Lopez shared she is happy to be hear and absorb all the work happening in the District, acknowledged continuous challenges but the consistency of staff for showing up and working for children. She expressed her pride in the district and the Board. She wished everyone happy holidays.

Director Patrick Maguire discussed the policy questions he submitted, including sports fees waivers and the pilot at Hilhi, the chancellor's diploma.

Board Vice Chair Nancy Thomas apologized for missing the audit committee meeting, and congratulated student representative V Godoy.

Board Chair Mark Watson highlighted school visits with Administrators, Legislators, and lunch with students at Ladd Acres and W.L. Henry. He shared that he looks forward to lobbying in the upcoming legislative session, and highlighted the Native American PAC event at Tyson Rec Center. He reminded the Board of the additional meeting on December 15, 2022 to select a search firm for the superintendent search.

J. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 9:47 PM.



Approved January 24, 2023