

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
 January 24, 2023  
 District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

**1. 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	Audrea Neville, Assistant Superintendent, School Performance
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Patrick Maguire	Michelle Morrison, Financial Officer
Monique Ward	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	Brooke Nova, Director of CCP and Student Support Networks
Cailey McGuire	Jeff Jones, Manager – Business Services
	Melissa Pendergrass, Coordinator Career/College Pathways
<u>Others Present:</u>	Claudia Rizo Mendoza, Project Manager Youth Apprenticeship
Dan Goldman, NWRES D	Rose Roman, Executive Assistant to the Board
David Williams, NWRES D	John Garcia Lopez, Technical Support
Yadira Martinez, NWRES D	Ciara Hartzell, Technical Support
Yuvindu Chandrasinghe, Student	Gaspar Lopez Lopez, Supervisor - Language Liaison
	Sebastian Antonio Hernandez Viera, Language Liaison
<u>Budget Committee Members:</u>	Mary Kay Babcock, HEA President
Ian King	Angela Adzima, HEA Vice-President
Dawn Wallace, virtual	
Kristine Adams-Wannberg, virtual	
Michael Smith, virtual	

- A. Call to Order  
Board Chair Mark Watson called the meeting to order at 5:15 PM
- B. Budget Update  
Financial Officer Michelle Morrison provided a budget development update including the budget development process, current year budget status, accelerated learning plan 2022-23, preliminary budget outlook, biennium budgeting contingency plan, collective current service level support and investments, and next steps. Board members asked clarifying question and provided comment.
- C. 2023-2024 School Calendar Discussion  
Human Resources Officer Kona Lew-Williams provided an update on the 2023-24 school calendar, and discussed draft calendars for the 2024-25 and 2025-26 school years. Board members asked clarifying question and provided comment.
- D. Hillsboro Advanced Manufacturing Registered Youth Apprenticeship  
Assistant Superintendent Travis Reiman introduced the topic. Director of CCP and Student Support Networks Brooke Nova provided an overview, and discussed the

theory of action. Coordinator of Career/College Pathways Melissa Pendergrass discussed college and career pathways, key employers, and advanced manufacturing growth trends. Project Manager of Youth Apprenticeship Claudia Rizo Mendoza discussed the youth apprenticeship program, key elements, available occupations, and benefits for apprentices and employers. Apprentice student Yuvindu Chandrasinghe discussed his experience with the program. Board members asked questions and provided comments.

E. Northwest Regional Education Service District (NWRES D) Local Service Plan for 2023-2024

Superintendent Mike Scott introduced the NWRES D staff and provided background information. NWRES D Director Yadira Martinez gave background information on the NWRES D. NWRES D Chief of Staff David Williams provided information on the NWRES D Local Service Plan for 2023-24. NWRES D Superintendent Dan Goldman discussed the NWRES D service menu, and the student success act technical assistance plan. Board members asked questions and provided comments.

F. Superintendent Search - Update

Board Chair Mark Watson provided an update on the superintendent search process.

G. Recess Work Session

Board Chair Mark Watson recessed at 6:56 PM.

## 2. 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	Audrea Neville, Assistant Superintendent, School Performance
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Patrick Maguire	Michelle Morrison, Financial Officer
Monique Ward	Beth Graser, Communications Officer
	Casey Waletich, Operations Officer
<u>Student Representatives Present:</u>	Jordan Beveridge, Information Technology Officer, virtual
Ivette Alonso Garcia	Francesca Sinapi, Equity, Access and Engagement Officer
V Godoy	Becky Kingsmith, Director of Teaching and Learning
Cailey McGuire	Rose Roman, Executive Assistant to the Board
	Ciara Hartzell, Technical Support
<u>CCAC Members Present:</u>	John Garcia Lopez, Technical Support
Shira Long-Strand, CCAC President	Mary Kay Babcock, HEA President
	Melody Hansen, HCU President
	Angela Adzima, HEA Vice President

- A. Call to Order and Flag Salute  
Board Chair Mark Watson reconvened the meeting at 7:10 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement  
Board Chair Mark Watson read the Land Acknowledgement.
- C. Proclamations
1. School Board Appreciation Month  
Superintendent Mike Scott read the School Board Appreciation Month Proclamation.
  2. Black History Month  
Vice Chair Nancy Thomas read the Black History Month Proclamation.
  3. School Bus Driver Appreciation Day  
Director Monique Ward read the School Bus Driver Appreciation Day Proclamation.
  4. School Counselors Week  
Director Erika Lopez read the School Counselors Week Proclamation.
- D. Approval of Agenda  
Director Monique Ward MOVED, SECONDED by Director Erika Lopez, to approve the agenda as printed.
- The MOTION CARRIED (6-0). No further discussion took place.
- E. Audience Time  
No audience members requested to address the Board.

F. Consent Agenda

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

Director See Eun Kim MOVED, SECONDED by Director Nancy Thomas, to approve the Consent Agenda as printed.

The MOTION CARRIED (6-0). No further discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of December 6, 2022 Board Meeting
2. Approve Minutes of December 15, 2022 Board Meeting
3. Approve Minutes of January 10, 2023 Board Meeting
4. Approve Routine Personnel Matters
5. Approve Policies
  - a. J - Students
    - 1) JECBA: Admission of Exchange Students  
Presenter: Audrea Neville

G. Reports and Discussions

1. First Reading - High School Course Approvals: AP World History, IB Language ab initio, IB Psychology

Assistant Superintendent Travis Reiman introduced the topic. Director of Teaching and Learning Becky Kingsmith introduced the presenters. Century High School teacher Michiah Kaiser gave an outline of the AP World History course proposal. CCAC president Shira Long-Strand provided the CCAC perspective, and shared the vote of the CCAC committee (13 ayes, 1 abstain). Student representatives and Board members asked questions and provided comments. Hillsboro High School IB Coordinator Ashley Clemens gave an overview of IB curriculum. Hillsboro High School teacher James Mick gave an overview of IB Psychology. CCAC president Shira Long-Strand provided the CCAC perspective and shared the vote of the CCAC committee (13 ayes, 1 abstain). Student representatives and Board members asked questions and provided comments. Hillsboro High School teacher Robyn Anderson Morehouse gave an overview of IB Language ab initio. CCAC president Shira Long-Strand provided the CCAC perspective and shared the vote of the CCAC committee (14 ayes). Board members and student representatives asked questions and provided comments.

2. Strategic Planning Process Update

Communications Officer Beth Graser introduced consultant Lauren Klaffky. Lauren gave an update of the current progress on the strategic plan, the framework, equity focused planning, strategic priorities, measured outcomes, and key milestones. Board members asked questions and provided comments.

3. 2023-2024 School Calendar - First Reading

Human Resources Officer Kona Lew-Williams presented the first read of the 2023-2024 School Calendar, providing key highlights and features.

4. Financial Report

Board members asked questions and provided comments. Financial Officer Michelle Morrison answered questions from the Board.

H. Action Items

1. Adopt Resolution Approving Northwest Regional Education Service District Local Service Plan for 2023-2024

Director Erika Lopez MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors adopt the resolution approving the Northwest Regional Education Service District Local Service Plan for 2023-2024.

The MOTION CARRIED (6-0). No further discussion took place.

2. Approve High School Course Proposals - Diesel Mechanic Program of Study & Data Science

Director Erika Lopez MOVED, SECONDED by Director See Eun Kim, that the Board of Directors approve the proposed course Diesel Mechanic Program of Study.

The MOTION CARRIED (6-0).

Board Chair Mark Watson expressed excitement for the opening of the classroom at the Transportation Center.

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the proposed course Data Science.

The MOTION CARRIED (5-0). Director Monique Ward abstained.

Director Patrick Maguire provided insight on the proposed course, and expressed his support. Director Monique Ward expressed her concerns. Assistant Superintendent Travis Reiman answered Board member questions.

3. Approve Lot Consolidation at Tobias Elementary School Site

Operations Officer Casey Waletich provided background information on efforts under the Bond to clean up records and tax documents.

Director Nancy Thomas MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve the Bargain and Sale Deed for Lot Consolidation to create one tax lot at Tobias Elementary School.

The MOTION CARRIED (6-0). No further discussion took place.

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the Resolution attesting to Hillsboro School District 1J ownership of Tobias Elementary School and removing the reference to Washington County School District No. 29.

The MOTION CARRIED (6-0). No further discussion took place.

4. Imlay HVAC Upgrade Projects

Operations Officer Casey Waletich explained the HVAC projects presented.

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, that the Board of Directors acting in the capacity of the Local Contract Review Board, award

the contract for Imlay Elementary School HVAC controls upgrade to Environmental Controls Corp. (ECC) in the amount of \$233,859.00.

The MOTION CARRIED (6-0). Director Monique Ward thanked Operations Officer Casey Waletich for the information provided.

5. Witch Hazel HVAC Upgrade Projects

Director Patrick Maguire MOVED, SECONDED by Director See Eun Kim, that the Board of Directors acting in the capacity of the Local Contract Review Board, award the contract for Witch Hazel Elementary School HVAC controls upgrade to Environmental Controls Corp. (ECC) in the amount of \$233,859.00.

The MOTION CARRIED (6-0). No further discussion took place.

I. HCU / HEA Reports

HCU President Melody Hansen thanked Student Reps and the Board for their work for students and staff, and shared thoughts on selecting a Superintendent.

HEA President Mary Kay Babcock reflected on MLK day, mid-year orientations, goals of the union, building discipline plans, and the upcoming Superintendent search. She also highlighted a donation of \$200 in name of HSD Board to OEA Foundation.

J. Discussion Time

1) Student Representatives' Time

Ivette Alonso Garcia highlighted the end of semester, thanked school staff, and said it is an honor to be here.

Cailey McGuire thanked everyone for the position, highlighted an internship at a law firm, and mock trial is approaching.

2) Superintendent's Time

Superintendent Mike Scott highlighted HSD graduation rates being released and thanked the Board for their work.

3) Board of Directors' Time

Director Erika Lopez highlighted her passion for education, gratefulness for servicing with fellow board members, and highlighted student representative to the Board.

Director Monique Ward thanked the audience for attending, thanked staff for answering her questions, shared her appreciation for the opportunity to serve the community, serving with fellow board members, and thanked the schools for the swag gifts.

Director See Kim thanked the presenters, highlighted the course proposals, and thanked schools for the recognition and the gifts. She announced her intention to seek re-election to the Board.

Director Patrick Maguire thanked the union leaders, highlighted course proposals, and thanked fellow Board members.

Board Vice Chair Nancy Thomas thanked bus drivers, counselors, teachers and administrators. She spoke regarding an email received by Board members from a constituent, and highlighted the PACs, including the Black Village Family Advisory Committee.

Board Chair Mark Watson thanked Nutrition Services for the meal, Tech Services, reminded everyone about the HSF Gala, discussed the statement of economic

interest that the Board is now required to submit, thanked the community for their support and the support of the Superintendent Search process, thanked fellow Board members, and thanked the school for the gifts.

K. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 9:31 PM.

Two handwritten signatures in black ink. The first signature is 'Mark W. Watson' and the second is 'Rebecca L. Brown'.

Approved February 28, 2023