

HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS
Administration Center, 3083 NE 49th Place, Hillsboro, OR 97124

Board Meeting Agenda
Tuesday, August 8, 2023
8:00 AM

Please note that the estimated times for specific items on Board meeting agendas are subject to change; if audience members wish to be present for specific agenda items, they are encouraged to arrive at least 15 minutes prior to the estimated time.

1. **Board Retreat**
 - A. Call to Order
Presenter: Mark Watson
Time: 8:00 AM
 - B. Team-Building Activity 1
Presenter: Jordan Beveridge
Time: 8:00 AM, 10 minutes
 - C. Transfer Process
Presenter: Beth Graser
Time: 8:10 AM, 15 minutes
 - D. Strategic Plan
Presenters: Beth Graser / Brooke Nova
Time: 8:25 AM, 30 minutes
 - E. Focus Areas and School Improvement Planning
Presenter: Audrea Neville
Time: 8:55 AM, 15 minutes
 - F. Early Literacy Efforts
Presenters: Audrea Neville / Gina McLain
Time: 9:10 AM, 20 minutes
 - G. Public Comment Time
Presenters: Mark Watson / Patrick Maguire
Time: 9:30 AM, 20 minutes
 - H. Recess Meeting
Presenter: Mark Watson
Time: 9:50 AM
 - I. Break
Time: 9:50 AM, 10 minutes
 - J. Reconvene Meeting
Presenter: Mark Watson
Time: 10:00 AM
 - K. Team-Building Activity 2
Presenter: Jordan Beveridge
Time: 10:00 AM, 10 minutes
 - L. Student Representatives
Presenter: Mark Watson
Time: 10:10 AM, 15 minutes
 - M. Board Committees
Presenters: Francesca Sinapi / Brooke Nova / Michelle Morrison
Time: 10:25 AM, 30 minutes
 - N. PAC Structure
Presenter: Francesca Sinapi

- Time: 10:55 AM, 10 minutes
- O. SRO Update
Presenters: Francesca Sinapi / Saideh Haghighi Khochkhou
Time: 11:05 AM, 30 minutes
- P. Legislative Updates
Presenters: Brooke Nova / Michelle Morrison
Time: 11:35 AM, 15 minutes
- Q. Introduction of New Administrators
Presenter: Kona Lew-Williams
Time: 11:50 AM, 10 minutes
- R. Recess Meeting
Presenter: Mark Watson
Time: 12:00 PM
- S. Lunch Break with New Administrators
Time: 12:00 PM, 30 minutes
- T. Reconvene Meeting
Presenter: Mark Watson
Time: 12:30 PM
- U. Team-Building Activity 3
Presenter: Jordan Beveridge
Time: 12:30 PM, 10 minutes
- V. Bond Summary
Presenter: Adam Stewart
Time: 12:40 PM, 15 minutes
- W. Technology Update
Presenter: Jordan Beveridge
Time: 12:55 PM, 20 minutes
- X. Calendar Look-ahead
Presenter: Kona Lew-Williams
Time: 1:15 PM, 15 minutes
- Y. Board Budget
Presenter: Michelle Morrison
Time: 1:30 PM, 10 minutes
- Z. Board Conferences
Presenter: Mark Watson
Time: 1:40 PM, 5 minutes
- AA. Board / Superintendent Communication
Presenters: Mark Watson / Travis Reiman
Time: 1:45 PM, 10 minutes
 - Board / Superintendent
 - Board / Cabinet
 - Board Emails
 - Emergency Response
- BB. Board Meeting Planning
Presenters: Mark Watson / Travis Reiman
Time: 1:55 PM, 10 minutes
- CC. Board Working Agreements
Presenters: Mark Watson / Travis Reiman
Time: 2:05 PM, 10 minutes
- DD. Information - Administrative Regulation Update
Presenter: Brooke Nova
 - 1. I - Instruction

- a. IFF-AR(1): Community Curriculum Advisory Committee 4
Presenter: Brooke Nova
- b. IFF-AR(2): Community Curriculum Advisory Committee 5
Presenter: Brooke Nova
- EE. Discussion Time
Time: 2:15 PM, 15 minutes
 - 1. Student Representatives' Time
 - 2. Superintendent's Time
 - 3. Board of Directors' Time
- FF. Adjourn Regular Session
Presenter: Board Chair
Time: 2:30 PM
- GG. Next Meetings of the Board of Directors:
 - September 12, 2023 - Work Session
 - September 26, 2023 - Work / Regular Session

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



Code: **IFF-AR(1)**
Revised/Reviewed: 10/24/17; 2/26/19
Orig. Code: IFF-AR

Community Curriculum Advisory Committee

The purpose of the Community Curriculum Advisory Committee is advisory in nature. The committee's reports, findings, and recommendations are presented to the Board by minutes of meetings and oral presentations. The Board may or may not concur with the recommendations of the committee.

The committee is organized to address K-12 curriculum issues; however, there may be occasions when issues arise that are unique to certain grade levels. At that time, the committee may organize subcommittees to address a specific issue.

The function of the committee is to study topics as assigned by the Board and provide input, such as review new high school course proposals, review study team recommendations, or review textbook adoption recommendations and other programs being considered.

The committee shall consist of community members and/or parents who reside in the District attendance area, and shall include student representation, as appropriate. To be eligible for appointment, candidates must not be officers, agents, or employees of the District.

The ~~a~~Assistant ~~S~~uperintendent ~~of for~~ ~~A~~cademic ~~S~~ervices, or designee, shall serve as the executive secretary to the committee.

Committee members will review the Community Curriculum Advisory Committee Charge at the beginning of each year. Any proposed changes to the charge require the approval of the Board.



Code: IFF-AR(2)
Revised/Reviewed: 2/26/19

Community Curriculum Advisory Committee ~~Charge~~—Purpose

The purpose of the Community Curriculum Advisory Committee is advisory in nature. The committee's reports, findings, and recommendations are presented to the Board by minutes of meetings and oral presentations. The Board may or may not concur with the recommendations of the committee.

The committee is organized to address K-12 curriculum issues; however, there may be occasions when issues arise that are unique to certain grade levels. At that time, the committee may organize subcommittees to address a specific issue.

The function of the committee is to study topics as assigned by the Board and provide input, such as review new high school course proposals, review study team recommendations, and review textbook adoption recommendations and other programs being considered.

Membership

Section 1 – Representation

The committee shall consist of community members and/or parents who reside in the District attendance area and shall include student representation, as appropriate. To be eligible for appointment, candidates must not be officers, agents or employees of the District. Board members shall appoint members to the committee at the September meeting, or as openings occur.

Section 2 – Term of Office

1. Members shall normally be appointed for a two-year term.
2. The terms are September through June.
3. Representatives may serve as re-appointed by the Board.

Section 3 – Resignations

Members may resign their membership by notifying the executive secretary to the committee. (The executive secretary to the committee is the executive director of the office for school performance).

Section 4 – Attendance

1. Any member who misses two meetings without notifying the committee chairperson or the executive secretary of the committee of the absence shall be dropped from membership.

2. Notification shall be made by the executive secretary to the committee to the appropriate Board member and Board chair so an immediate replacement can be made.

Officers

Section 1 – Elected Officers

The officers of this committee shall be a chairperson and vice-chairperson.

Section 2 – Duties

The chairperson shall:

1. Preside at all meetings.
2. Appoint all subcommittees, with the approval of a simple majority of the committee members.
3. Supervise all functions of the committee.
4. Serve as ex-officio member of any subcommittee that might be created.

Section 3 – Term of Office

The chairperson and the vice-chairperson of the committee shall be elected annually at the committee's first meeting of the school year by a majority of the committee. They shall serve for no more than two consecutive years in these positions.

Section 4 – Executive Secretary

The ~~executive director of the office for school performance~~ Assistant Superintendent for Academic Services or designee shall serve as the executive secretary to the committee, and shall be responsible for the following:

1. Notifying the press of meetings;
2. Assisting with preparation of the agenda;
3. Sending timely notice of all meetings;
4. Securing necessary information and staff attendance when appropriate;
5. Taking and distributing committee minutes.

All meetings shall be open to the public as provided in the Oregon Public Meeting Law. Copies of the Public Meeting Law will be distributed with the first meeting notice each school year.

Meetings

Section 1 – Meeting Times

1. Regular meeting dates and times for the committee shall be established by the membership.
2. Special meetings may be called by the chairperson or the executive secretary if deemed necessary.

Section 2 – Meeting Notices

1. Notices of all meetings shall be sent in writing to each member not fewer than 5 days, nor more than 10 days before the date of the meeting.
2. All notices of special meetings shall state the purpose of the meeting.
3. Meeting notices will be published in the District’s newspaper of record, as required by law.

Section 3 – Quorum

1. A quorum shall consist of a simple majority of the then seated members.
2. A quorum is required to forward a recommendation to the Board.

Section 4 – Meeting Place

The committee will hold all regular and special meetings in a public place.

Subcommittees

1. Subcommittees may be appointed to carry out any task or responsibility designated by the committee, after a majority vote of the committee.
2. The tasks of any subcommittee shall be adopted by a majority of the committee in the form of a written resolution entered into the minutes of the committee meeting.

Amendments

1. The charge of this committee may be amended or revised by the Board.
2. The revised charge shall be given to all committee members at least two weeks prior to the Board meeting when action is contemplated.

Effective Date

Committee members will review the Community Curriculum Advisory Committee charge IFF-AR at the first regularly scheduled meeting. These charges expectations will take effect at the first regularly scheduled committee meeting following their approval review by the Board. Any proposed changes to IFF-AR the charge require review by the Board.