

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
 August 8, 2023
 Board Retreat

1. **BOARD RETREAT**

Board Present:	Staff Present:
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, Communications Officer
Patrick Maguire	Kona Lew-Williams, Human Resources Officer
Nancy Thomas	Michelle Morrison, Financial Officer
Monique Ward	Francesca Sinapi, Equity, Access, and Engagement Officer
	Jordan Beveridge, Information & Technology Officer
Student Representatives Present:	Saideh Haghighi Khochkhrou, Operations Officer
Aliannah Shalika	Adam Stewart, Capital Projects Officer
RJ Panlilio	Gina McLain, Director of Teaching and Learning
Hadley Brathapan	Megan Nace, Director of Technology Services
	Rose Roman, Executive Assistant to the Board of Directors
	Ciara Hartzell, Technology Support
	Mary Kay Babcock, HEA

- A. Call to Order
Board Chair Mark Watson called the meeting to order at 8:08 AM.
- B. Team-Building Activity 1
Information & Technology Officer Jordan Beveridge led the first team building activity, asking the group to name an influential teacher and their impact.
- C. Transfer Process
Communications Officer Beth Graser reviewed the history and protocols of the transfer process and associated data, the accommodations made for families, and the enrollment funding.
- D. Strategic Plan
Communications Officer Beth Graser and Assistant Superintendent Brooke Nova gave a high-level overview of the strategic plan, shared the Portrait of a HSD Graduate, goals for student success and metrics, HSD performance targets, implementation of the strategic plan, launch/data calendar, data cycles, and next steps.
- E. Focus Areas and School Improvement Planning
Assistant Superintendent Audrea Neville discussed focus areas and accountability for 2023-24 school year for the school improvement plan.
- F. Early Literacy Efforts
Assistant Superintendent Audrea Neville and Director of Teaching and Learning Gina McLain discussed the 3rd grade strategic plan metric, elementary district literacy assessment,

Wonders/Maravillas & Science of Reading Alignment, the complexity of learning to read, simple view of reading, and English/dual language literacy block.

- G. Public Comment Time
Board members discussed public comment time.
- H. Recess Meeting
Time: 9:57 AM
- I. Break
- J. Reconvene Meeting
Time: 10:14 AM
- K. Team-Building Activity 2
Information & Technology Officer Jordan Beveridge led a team-builder activity, asking the group what is something you wish you could improve or learn to do.
- L. Student Representatives
Board Chair Mark Watson led a discussion on the student representative process.
- M. Board Committees
Equity, Access, and Engagement Officer Francesca Sinapi discussed the EEAC. Assistant Superintendent Brooke Nova discussed the CCAC. Financial Officer Michelle Morrison discussed the Budget Committee.
- N. PAC Structure
Equity, Access, and Engagement Officer Francesca Sinapi discussed the PAC work plan, family engagement opportunities, and PAC leadership meeting schedule.
- O. Legislative Updates
Assistant Superintendent Brooke Nova discussed SB 819 on abbreviated school days, HB 3199 on middle school PE, and Financial Officer Michelle Morrison discussed state funding.
- P. Introduction of New Administrators
Human Resources Officer Kona Lew-Williams introduced new HSD administrators.
- Q. Recess Meeting
Time: 12:05 PM
- R. Lunch Break with New Administrators
- S. Reconvene Meeting
Time: 12:53 PM
- T. Team-Building Activity 3
Information & Technology Officer Jordan Beveridge led a team-building activity, asking what is your favorite bakery or restaurant.

- U. Bond Summary
Capital Projects Officer Adam Stewart gave a Bond Projects Update including financial summary, ongoing projects, 2023 completed projects, and remaining projects.
- V. SRO Update
Operations Officer Saideh Haghighi Khochkhohou introduced the SRO program, the officers and the schools the serve, the summary of the data the SROs provided, the time SRO spent in schools, and the IGA renewal process. Equity, Access, and Engagement Officer Francesca Sinapi discussed the proposed changes to the IGA of expectations and outcomes, and the training throughout the 2022-23 school year with SROs and attendance at PAC meetings and community events.
- W. Technology Update
Information & Technology Officer Jordan Beveridge discussed bond technology items, dark fiber projects, VOIP phone system replacement, paging systems replacement, safety integration, chargers & pens, repair & replacement, and replacement cycle. Director of Technology Services Megan Nace discussed tech enhanced classrooms, 1:1 device and future, and tech training for families.
- X. Calendar Look-ahead
Human Resources Officer Kona Lew-Williams gave an update on the 2023-24 school calendar.
- Y. Board Budget
Financial Officer Michelle Morrison gave an overview of the Board budget and spending.
- Z. Board Conferences
Board members discussed Board conferences for the 2023-2024 school year.
- AA. Board / Superintendent Communication
Board Chair Mark Watson and Superintendent Travis Reiman led the discussion on communication norms between the Superintendent, the Board, and Cabinet members.
- BB. Board Meeting Planning
Board members discussed potential topics for Board meetings.
- CC. Board Working Agreements
Board members discussed the working agreements.
- DD. Information - Administrative Regulation Update
 - 1. I - Instruction
 - a. IFF-AR(1): Community Curriculum Advisory Committee
 - b. IFF-AR(2): Community Curriculum Advisory Committee Charge - Purpose
- EE. Discussion Time
 - 1. Student Representatives' Time
RJ Panlilio thanked the Board for the opportunity to serve as student representative, inquired about receiving mentoring from Board member, asked much can student representative can contribute to HSD, and asked how can we fix the girls bathrooms at Glencoe High School.

Hadley Brathapan thanked the Board for giving him this platform, he discussed the sense of discrimination among minority students, and his desire to make students feel more connected and united in his school building.
Aliannah Shalika declined to comment.

2. Superintendent's Time

Superintendent Travis Reiman thanked the Board for taking time to talk about the strategic plan, and stated that it is a goal for him to bring academics to the forefront of our conversations. He thanked cabinet members for their help to make that plan happen, and for elevating student voices. He also gave a shout out to summer school staff at Witch Hazel and South Meadow who served over 600 students in July, and highlighted kinder jumpstart at WL Henry. He highlighted the upcoming Tamarack Elementary grand opening and HSD summer graduation at Glencoe High School. He also welcomed the incoming student representatives and thanked staff and Board leadership for their work on meeting planning.

3. Board of Directors' Time

Director Nancy Thomas thanked everyone for their time, thanked the student reps for being here.

Director Monique Ward thanked Audrea Neville, Michelle Morrison, and Brooke Nova for answering her policy questions, and welcomed the student representatives.

Director See Eun Kim welcomed the student representatives, welcomes and congratulated Director Ivette Pantoja, and thanked staff for their work on today's presentations.

Director Erika Lopez thanked staff for their work today.

Director Patrick Maguire thanked his Board colleagues for their service, his pleasure to serve along side them.

Vice Chair Ivette Pantoja reflected on the day and the great introduction into the role.

Chair Mark Watson thanked staff for their work, welcomed the student representatives, and welcome back his Board colleagues.

FF. Adjourn Board Retreat

Board Chair Mark Watson adjourned the Board Retreat at 3:37 PM.



Approved September 26, 2023