

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
 December 5, 2023
 District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

2. Executive Session

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	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	Saideh Haghighi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
	Francesca Sinapi, Equity, Access and Engagement Officer
	Rose Roman, Executive Assistant to the Board

- A. Call to Order Executive Session
 Board Chair Mark Watson called the meeting to order at 5:16 PM, and moved the Board into executive session under 192.660(2)(b) - Complaint Brought Against a Staff Member.

- B. ORS 192.660(2)(b) - Complaint Brought Against a Staff Member
 Human Resources Officer Kona Lew-Williams presented the complaint. Board members discussed the complaint, asked questions and provided comment.

- C. ORS 192.660(2)(d) - Labor Negotiator Consultation
 Human Resources Officer Kona Lew-Williams gave a bargaining update. Superintendent Travis Reiman provided comment. Board members asked questions and provided comment.

- D. Recess Executive Session
 Board Chair Mark Watson moved the Board out of executive session and recessed the meeting at 6:00 PM.

3. WORK SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	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	Saideh Haghighi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
<u>Student Representatives Present:</u>	Francesca Sinapi, Equity, Access and Engagement Officer
Aliannah Shalikar	Olga Acuña, Executive Director of Federal Programs
	Rose Roman, Executive Assistant to the Board
<u>Latina/o/x PAC Members Present:</u>	Ciara Hartzell, Technology Support
Laura Gomez	Gabriel Galindo Mendez, Technology Support
Monica Uribe	Antonio Hernandez Viera, Language Liaison
	Anabella Salkind, Language Liaison
<u>Others Present:</u>	
Mary Kay Babcock, HEA President	
Angela Adzima, HEA Vice-President	
Bethany Schaffner, HCU President	

- A. Call to Order
Board Chair Mark Watson called the meeting to order at 6:10 PM.
- B. Latina/o/x Parent Advisory Committee Report
Equity, Access, and Engagement Officer Francesca Sinapi introduced the PAC. Family Engagement Specialist Jessica Servin introduced the PAC members and provided an overview of PAC activities. PAC members Laura Gomez and Monica Uribe presented to the Board and provided comment. Board members asked questions and provided comment.
- C. Proclamations Discussion
Board Chair Mark Watson presented the Proclamations for 2024. No questions were asked or comments were made.
- D. Action Items
1. Hold Complaint Hearing Determination
Director Mark Watson MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors decline to hear the Step 4 complaint filed by Patricia Hayden.

The MOTION CARRIED (7-0).

No further discussion took place.
- D. Recess Work Session
Board Chair Mark Watson recessed at 6:54 PM.

3. **REGULAR SESSION**

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	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	Saideh Haghighi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
<u>Student Representatives Present:</u>	Francesca Sinapi, Equity, Access and Engagement Officer
Aliannah Shalika	Olga Acuña, Executive Director of Federal Programs
	Arcema Tovar, Director of Multilingual Programs
<u>Others Present:</u>	Jeff Jones, Manager - Business Services
Joe Everton, CCAC Chair	Melissa Pendergrass, Coordinator of Career and College Pathways
Mary Kay Babcock, HEA President	Nicole Mito Ahern, TOSA - OSP
Angela Adzima, HEA Vice-President	Maxine Jennings, TOSA - OSP
Bethany Schaffner, HCU President	Brian Pendergrass, CTE Teacher
Karla Brokaw, HCU Treasurer	Meg Marchand, CTE Teacher
	Rose Roman, Executive Assistant to the Board
	Ciara Hartzell, Technology Support
	Gabriel Galindo Mendez, Technology Support
	Idania Romo Diaz, Language Liaison
	Han Khuu, Language Liaison

- A. Call to Order and Flag Salute
Board Chair Mark Watson reconvened the meeting at 7:05 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement
Board Chair Mark Watson read the Land Acknowledgement.
- C. Approval of Agenda
Director Erika Lopez MOVED, SECONDED by Director Patrick Maguire, to approve the agenda as printed.

The MOTION CARRIED (7-0).

No further discussion took place.
- D. 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 Nancy Thomas, 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 November 14, 2023, Board meeting
2. Approve Routine Personnel Matter

E. Audience Time

One audience member requested to address the Board. Bonnie Wakeman spoke regarding the proposed calendars.

F. Reports and Discussions

1. First Reading - High School Courses: Animal Lab Care 1, Animal Lab Care 2, and Medical Laboratory Technology

Assistant Superintendent Brooke Nova introduced the course proposals.

Melissa Pendergrass gave an overview of the Animal Lab Care 1 and 2 courses, including industry outlook, course sequence, projected additional costs, braided funding streams, and impact on students. CTE Teacher Meg Marchand discussed the Animal Care Lab 1 and 2 courses, scope and sequence, work-based learning, academic content standards, equitable access, career, community, and postsecondary connections. Joe Everton presented the CCAC perspective.

Melissa Pendergrass gave an overview of the Medical Lab Tech course, including industry outlook, course sequence, and impact. CTE Teacher Brian Pendergrass gave a course description, rationale, scope and sequence, work-based learning, academic content standards, projected additional costs, and equitable access. Joe Everton presented the CCAC perspective. Board members asked questions and provided comment.

2. First Reading - Curriculum Approval: K-12 Systematic ELD

Assistant Superintendent Brooke Nova introduced the presentation team. Maxine Jennings gave a history of Title III/ELD services, and discussed teacher and building needs. Nicole Mito-Ahern shared commitments and guiding principles of Multilingual Programs, focused and integrated ELD, and instructional materials. Arcema Tovar presented the timeline of focused ELD in HSD, ODE adoption criteria, independent adoption process, and curriculum cost. Joe Everton presented the CCAC perspective.

3. Financial Report

Financial Officer Michelle Morrison presented the Financial report and offered to answer any questions.

4. School Calendar Update

Human Resources Officer Kona Lew-Williams provided an update on the calendar approval, informing the Board know that in light of a shortened time between first read and approval, it is recommended that the Board holds off on approval until January.

5. Bond Program Review Report

Financial Officer Michelle Morrison presented the sixth and final Bond Program Review.

G. Action Items

1. Accept Annual Comprehensive Financial Report for 2022-2023

Financial Officer Michelle Morrison thanked Business Manager Jeff Jones for his work on the Audit.

Director Erika Lopez MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors accept the Annual Comprehensive Financial Report for 2022-2023.

The MOTION CARRIED (7-0).

Board members asked questions and provided comment.

2. Approve 2022-23 Annual Comprehensive Financial Report Plan for Corrective Actions

Financial Officer Michelle Morrison discussed the plan.

Director Mark Watson MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve the 2022-23 Annual Comprehensive Financial Report Plan for Corrective Actions.

The MOTION CARRIED (7-0).

Board members provided comment.

3. Student Investment Act Agreement

Financial Officer Michelle Morrison offered to answer questions.

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors approve the Student Investment Act Grant Agreement.

The MOTION CARRIED (7-0).

Board members asked questions and provided comment.

4. Approve High School Course: Construction 3

Assistant Superintendent Brooke Nova thanked the presenters.

Director Nancy Thomas MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors approve the proposed course Construction 3.

The MOTION CARRIED (7-0).

No further discussion took place.

5. Approve Early Literacy Success Grant

Assistant Superintendent Audrea Neville stated that she has received no comments or questions.

Director Ivette Pantoja MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve the Early Literacy Success Grant.

The MOTION CARRIED (7-0).
Board members provided comment.

6. Elect Members to Oregon School Boards Association Board of Directors and Legislative Policy Committee and Approve Resolutions

Director Erika Lopez MOVED, SECONDED by Director Mark Watson, that the Board of Directors cast its vote for Tristan Irvin for the OSBA Board of Directors, position 16.

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

Board members provided comment.

Director Patrick Maguire MOVED, SECONDED by Director Erika Lopez, that the Board of Directors cast its vote for Becky Tymchuk for the OSBA Legislative Policy Committee, position 16.

The MOTION CARRIED (7-0).

Board members provided comment.

Director Nancy Thomas MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve Resolution 1 to create the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and the Legislative Policy Committee.

The MOTION CARRIED (7-0).

Board members provided comment.

Director Erika Lopez MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors approve Resolution 2 to adopt the proposed amendments to the OSBA Bylaws.

The MOTION CARRIED (7-0).

Board members provided comment.

7. Adopt Planning Calendar for the 2024-25 Budget

Financial Officer Michelle Morrison made note that future budget planning is highlighted.

Director Monique Ward MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors adopt the planning calendar for the 2024-25 budget.

The MOTION CARRIED (7-0).

No further discussion took place.

H. HCU / HEA Reports

HCU Membership Officer David Eggleston addressed the Board, highlighted upcoming bargaining, gave a shoutout to Anastasia Hernandez at Century for putting together holiday gift baskets, ongoing collaborative efforts with HSD to address safety for classified staff, HSD Benefits team, and discussed embodying the HSD motto of know, value, and empower.

HEA President Mary Kay Babcock discussed the proposed calendar, and provided feedback that she has received regarding the calendar. She discussed improving moral, retention, mentors, and discussed issues that HEA is championing. She ended by wishing the Board a happy holiday season.

I. Discussion Time

1) Student Representatives' Time

Aliannah Shalihar enjoyed the ELD adoption proposal and shared her own dual language story.

2) Superintendent's Time

Superintendent Travis Reiman gave a shoutout to Michelle Morrison and the Business Office for their work, he thanked the Early Literacy Team, and the Board for approving the grant. He gave a shoutout the HCU and HEA for their open dialog. He thanked the Washington County Chamber of Commerce for honoring former student representative Ivette Alonso Garcia with the Distinguished Youth Award, and highlighted RJ Panlilio singing at the event. He highlighted the recent student conferences and the positive participation numbers. He also highlighted the Downtown Marketing Interns featured on the HSD website and the work they have done. He ended by wishing everyone a happy holidays.

3) Board of Directors' Time

Director See Kim wished everyone a happy holidays.

Director Erika Lopez reminded everyone about student representative Hadley Bathapan's choir concert next week. She shared how grateful she is as a Board member volunteering for the Hillsboro School District. She thanked everyone for the comments and feedback on the calendar.

Director Monique Ward thanked Brooke Nova and Michelle Morrison for answering all of her questions in order to help make informed decisions, and highlighted the CTE presentation.

Director Nancy Thomas wished everyone a happy holidays.

Director Patrick Maguire discussed upcoming bargaining and state funding. He also discussed a choir concert he went to where he met the Century High School Choir director.

Board Vice Chair Ivette Pantoja highlighted former student representative Ivette Alonso Garcia receiving the Washington County Chamber of Commerce Distinguished Youth award.

Board Chair Mark Watson thanked the tech team and interpreters for keeping meetings running smoothly. He thanked Michelle Morrison for all the communication over the last week regarding the audit. He looked forward to advocating for Director Ivette Pantoja and Director Nancy Thomas to OSBA Boards. He looked forward to bargaining and working together not against each other, and addressing state funding and legislative advocacy.

J. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 9:27 PM.

Handwritten signatures of Mark W. Watson and Roseanna D. Brown.

Approved January 23, 2024