

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
 January 23, 2024
 District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. WORK SESSION

Board Present:	Staff Present:
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 Haghghi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
Student Representatives Present:	Francesca Sinapi, Equity, Access and Engagement Officer
RJ Panlilio	Rose Roman, Executive Assistant to the Board
Hadley Brathapan	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
Budget Committee Members Present:	Angela Adzima, HEA Vice President
Kim Strelchun	Mary Kay Babcock, HEA President
Dustin Rose, virtual	
Kristine Adams-Wannberg, virtual	
Ian King, virtual	
Stefanie Kondor, virtual	

- A. Call to Order Work Session
Board Chair Mark Watson called the meeting to order at 5:18 PM.
- B. Nutrition Services Update
Operations Officer Saideh Haghghi Khochkhou introduced the topic and Executive Director of Nutrition Services Nathan Roedel. Nathan Roedel provided information on the Community Eligibility Provision (CEP) program that will provide free lunches to all students in HSD. Board members asked questions and provided comment.
- C. Budget Development Update
Financial Officer Michelle Morrison gave a budget development update including 2023-24 budget plan, outlook and assumptions for 2023-24, preliminary 2024-25 enrollment projections, student enrollment trends, student weighting and impact to revenue, contingencies and next steps. Board members asked questions and provided comment.
- D. Property Tax Levy Series Part III: Recommendations and Timelines for Consideration
Financial Officer Michelle Morrison introduced the topic and provided information including long range facility plan, enrollment trends, projections, technology, transportation, resource conservation and sustainability, facilities and fields, and Bond vs. Levy. Communications Officer Beth Graser provided information on local option

levies, strategic considerations bond versus levy. Board members asked questions and provided comments.

E. Recess Work Session

Board Chair Mark Watson recessed at 6:52 PM.

2. 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
RJ Panlilio	Rose Roman, Executive Assistant to the Board
Hadley Brathapan	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
	Mary Kay Babcock, HEA President
	Angela Adzima, HEA Vice President
	Bethany Schaffner, HCU President
	Becky Kingsmith, Director of Teaching and Learning
	Melissa Pendergrass, Coordinator of Career and College Pathways
	Ashley Clemens, IB Coordinator/Language Arts Teacher, Hilhi
	Carrie Webber, Science Teacher, Hillsboro High School
	Sheryl Brownlie, Aerospace Teacher - CTE

- 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. Proclamations
1. School Board Appreciation Month
Superintendent Travis Reiman read the School Board Appreciation Month Proclamation.
 2. Career and Technical Education Month
Board Chair Mark Watson read the Career and Technical Education Month Proclamation.
 3. Black History Month
Director Nancy Thomas read the Black History Month Proclamation.
 4. School Counselors Week
Director Erika Lopez read the School Counselors Week Proclamation.
- D. Approval of Agenda
Director Mark Watson MOVED, SECONDED by Director Nancy Thomas, to amend the agenda as printed, removing Action Item 8 - Adopt 2024-2025 and 2025-26 School Calendars.

Board members provided comment.

The MOTION CARRIED (7-0).

Director Mark Watson MOVED, SECONDED by Director Erika Lopez, to approve the agenda as amended.

The MOTION CARRIED (7-0).

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

The MOTION CARRIED (7-0).

No further discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of December 5, 2023, Board meeting
2. Approve Minutes of January 9, 2024, Board meeting
3. Approve Routine Personnel Matters

G. Reports and Discussions

1. First Reading - IB DP Environmental Systems & Societies SL, IB DP School Supported Self-Taught Language A, UAS Operations: Drone Pilot

Assistant Superintendent Brooke Nova introduced the topic and introduced Director of Teaching and Learning Becky Kingsmith. Becky Kingsmith introduced IB Coordinator Ashley Clemens gave an overview of the IB program at Hilhi. Carrie Webber discussed the Environmental Systems and Societies course. CCAC Joe Everton provided committee feedback. Board members asked questions and provided comment.

IB Coordinator Ashley Clemens gave an overview of School-Support Self-Taught Language A course. CCAC Joe Everton provided committee feedback. Board members asked questions and provided comment.

Coordinator of Career and College Pathways Melissa Pendergrass introduced the topic and introduced Aerospace Teacher Sheryl Brownlie. Sheryl Brownlie discussed the UAS Operations Drone Pilot course. CCAC Joe Everton provided committee feedback. Board members asked questions and provided comment.

2. Financial Report

Financial Officer Michelle Morrison presented the financial report.

H. Action Items

1. Notice of Intent to Purchase - Print Shop

Information Technology Officer Jordan Beveridge presented the Notice of Intent to Purchase Print Shop equipment.

Director Patrick Maguire MOVED, SECONDED by Director Monique Ward, that the Board of Directors acknowledge the Notice of Intent to Purchase Print Shop equipment from Canon Solutions America Inc. by use of the Omnia Partnership cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

The MOTION CARRIED (7-0).

No further discussion took place.

2. Approve Course Proposals - Animal Care Lab 1, Animal Care Lab 2, Medical Technologies Lab

Director Erika Lopez MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors approve the proposed course Animal Lab 1.

The MOTION CARRIED (7-0).

No further discussion took place.

Director Monique Ward MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors approve the proposed course Animal Lab 2.

The MOTION CARRIED (7-0).

No further discussion took place.

Director Ivette Pantoja MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the proposed course Medical Technologies Lab.

The MOTION CARRIED (7-0).

No further discussion took place.

3. Curriculum Approval: K-12 Systematic ELD

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors approve the proposed Systematic ELD curriculum.

The MOTION CARRIED (7-0).

Board members asked questions and provided comment.

4. Approve District Radios Procurement

Operations Officer Saideh Haghighi Khochkhon presented and discussed the need for a full replacement of District radios.

Director Patrick Maguire MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve the procurement of handheld radios from Silke at an estimated cost not to exceed \$400,000.

The MOTION CARRIED (7-0).

Board members asked questions and provided comment.

5. Enterprise Zone Assessment Resolution

Financial Officer Michelle Morrison provided an explanation of the resolution.

Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the Enterprise Zone Assessment Resolution set at the minimum 15% rate, effective January 1, 2024.

The MOTION CARRIED (5-2). Director Nancy Thomas and Vice Chair Ivette Pantoja voted against.

Board members asked questions and provided comment.

6. Approval Glencoe High School Elevator Modernization

Operations Officer Saideh Haghighi Khochkhon provided information regarding the Glencoe High School elevator modernization.

Director Monique Ward MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors approve the Notice of Intent to Contract with KONE to perform the modernization of the Glencoe High School elevator at an estimated cost not to exceed \$180,000.

The MOTION CARRIED (7-0).

Board members provided comment.

7. Notice of Intent to Contract for Energy Services for Liberty High School HVAC

Operations Officer Saideh Haghighi Khochkhon provided information regarding the Liberty High School HVAC upgrade.

Director Patrick Maguire MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors acknowledge the Notice of Intent to Contract with an Energy Service Company (ESCO) for the Liberty High School HVAC control system replacement at an estimated cost of \$1,500,000.

The MOTION CARRIED (7-0).

Board members asked questions and provided comment.

I. HCU / HEA Reports

HEA President Mary Kay Babcock thanked the District for keeping student and staff safe during last week's weather event, and thanked staff for having buildings ready upon returning. She highlighted the beginning of bargaining and thanked the Board for holding off the calendar vote.

HCU Bargaining officer Ciara Hartzell thanked classified staff for their work during last week's winter storm. She highlighted January as bargaining season, introduced HCU staff in attendance, thanked Board and student representatives for their advocacy.

J. Discussion Time

1) Student Representatives' Time

RJ Panlilio thanked everyone for the gifts, and highlighted Glencoe High School's upcoming theater production *Matilda the Musical* which he will be featured in. Hadley Brathapan thanked everyone for the gifts, thanked staff for the presentations, and thanked his IB teachers for the course proposal presentations.

2) Superintendent's Time

Superintendent Travis Reiman thanked the Board for their service. He expressed his appreciation for the conversation on Enterprise Zone Assessment, thanked Michelle Morrison for her guidance and keeping the Board in line with the law. He echoed HEA and HCU in thanking staff for their work during last week's winter storm and thanked Communication staff for their work as well. He said the question of whether the District will be adding back days will be addressed after winter has passed, but reminded everyone that the calendar includes two built in days.

3) Board of Directors' Time

Director See Kim thanked staff for the presentations and wished everyone a Happy Board Appreciation Month.

Director Erika Lopez stated that she feels optimistic heading into bargaining, fired up about legislative advocacy, reminded everyone that we have OSBA to help us to work collectively as districts to make meaningful change.

Director Monique Ward thanked the community for their involvement and respectful emails with feedback, thanked district schools and staff for goodies, and thanked staff for the presentations. She additionally thanked Michelle Morrison for the budget presentation and thanked Rose Roman and the Technology team for their work.

Director Nancy Thomas shared that she is honored to serve as a publicly elected board member. She gave kudos to the CCAC for endorsing tonight's proposed courses, thanked Michelle Morrison and Beth Graser for their work on the Bonds and Levy presentations, thanked the schools for the gifts, and shared her pride in the student representatives.

Director Patrick highlighted Congresswoman Suzanne Bonamici's upcoming visit to Liberty High School. He expressed his excitement at the soon to be free school meals for all student and shared his appreciation for the gifts for the Board.

Board Vice Chair Ivette Pantoja shared her appreciation for fellow board members.

Board Chair Mark Watson thanked the Facilities Department and others for keeping us safe and getting buildings ready for return from the winter storm. Thanked everyone for the gifts. He expressed appreciation for his Board colleagues and looked forward to talking to legislators at the NWRESA meeting tomorrow night.

K. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 8:53PM.



Approved February 27, 2024