

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

Board Meeting Agenda
Tuesday, March 12, 2024
5:15 PM

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. **5:15 PM - Executive Session**
 - A. Call to Order Executive Session
Presenter: Mark Watson
Time: 5:15 PM
 - B. ORS 192.660(2)(i) - Evaluation of the Superintendent
Presenters: Travis Reiman / Greg McKenzie
Time: 5:15 PM, 30 minutes
 - C. Recess Executive Session
Presenter: Mark Watson
Time: 5:45 PM
2. **5:45 PM - Work Session**
 - A. Call to Order Work Session
Presenter: Mark Watson
Time: 5:45 PM
 - B. Supplement Transportation Plan 4
Presenters: Saideh Haghighi Khochkhrou / Carol Hatfield
Time: 5:45 PM, 20 minutes
 - C. Oak Street Campus Update 9
Presenters: Audrea Neville / David Nieslanik
Time: 6:05 PM, 25 minutes
 - D. Inclement Weather Days Update 10
Presenter: Travis Reiman
Time: 6:30 PM, 15 minutes
 - E. Recess Work Session
Presenter: Mark Watson
Time: 6:45 PM
3. **7:00 PM - Regular Session**
 - A. Call to Order Regular Session and Flag Salute
Presenter: Mark Watson
Time: 7:00 PM, 5 minutes
 - B. Land Acknowledgement 11
Presenter: Mark Watson
Time: 7:05 PM, 5 minutes
 - C. Proclamations
Presenter: Mark Watson
Time: 7:10 PM, 5 minutes
 1. National Volunteer Week 12
Presenter: See Eun Kim
 - D. Approval of Agenda
Presenter: Mark Watson

Time: 7:15 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors approve the Agenda as printed.

E. Audience Time

Presenter: Mark Watson

Time: 7:20 PM, 5 minutes

F. Consent Agenda

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

Presenter: Mark Watson

Time: 7:25 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors approve the Consent Agenda as printed.

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| 1. Approve Minutes of February 27, 2024, Board Meeting | 13 |
| 2. Approve Routine Personnel Matters | 20 |
| 3. Accept Gifts and Donations | 26 |

G. Reports and Discussion

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| 1. 2023-2024 Drug, Alcohol and Tobacco Prevention Plan | 27 |
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Presenters: Brooke Nova / Jenny Cary

Time: 7:30 PM, 10 minutes

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| 2. Financial Report | 40 |
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Presenter: Michelle Morrison

Time: 7:40 PM, 5 minutes

H. Action Items

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| 1. Adopt 2024-2025 School Calendar | 44 |
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Presenter: Kona Lew-Williams

Time: 7:45 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors adopt the proposed 2024-2025 calendar.

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| 2. Approve High School Course - AP Art History | 48 |
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Presenter: Brooke Nova

Time: 7:50 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors adopt the proposed course AP Art History.

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| 3. Adopt Inter-District Transfers Plan | 49 |
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Presenter: Beth Graser

Time: 7:55 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors adopt the inter-district transfers plan for the 2024-25 school year.

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| 4. Adopt Supplemental Transportation Plan | 50 |
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Presenter: Saideh Haghighi Khochkhon

Time: 8:00 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors adopt the Supplemental Transportation Plan.

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| 5. Award Contract for Substitute Staffing Service | 51 |
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Presenter: Michelle Morrison

Time: 8:05 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors award the service contract to ESS West, LLC, for Substitute Staffing Service by participating in the cooperative pricing agreement of David Douglas School District, effective July 1, 2024, through June 30, 2027, with up to two annual contract extension options.

- I. HCU / HEA Reports
Presenter: Mark Watson
Time: 8:10 PM, 10 minutes
- J. Discussion Time
Time: 8:20 PM, 10 minutes
 - 1. Student Representatives' Time
 - 2. Superintendent's Time
 - 3. Board of Directors' Time
- K. Adjourn Regular Session
Presenter: Mark Watson
Time: 8:30 PM
- L. Next Meetings of the Board of Directors
 - April 9, 2024, Work Session
 - April 23, 2024, Work / Regular Session

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

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
SUPPLEMENTAL TRANSPORTATION PLAN

SITUATION

ORS 327.043 requires all school districts in Oregon to provide transportation for elementary students who reside more than one mile from school and for secondary school students who reside more than 1.5 miles from school. The district is then reimbursed 70% of the cost of transporting these students to and from school. In addition, the district is required to submit a “supplemental plan” to provide transportation for students who are transported within these walk zones. This supplemental plan must be approved by the local school board and by the State Board of Education. Approved supplemental plans are then eligible for the 70% reimbursement.

Hillsboro School District has a “Safe Routes to School” committee that reviews the identified hazard areas. The committee includes district staff, representatives from local law enforcement, and safety officials. The committee considers safety factors such as the absence of sidewalks which would require students to walk on a roadway, or if a student would need to cross a busy street in order to get to school. These unsafe areas are then identified as “hazard zones” and are recommended to be included in the supplemental plan. A supplemental plan is then prepared for each school by the Transportation Department.

Later this evening, the Board of Director will be asked to approve the supplemental plan. As part of their supplemental materials, the Board will receive a map for each school - the green shaded area indicates the school attendance area, the red shaded areas are the proposed hazard zones. Included is a narrative describing the hazard zones for each school and the reason for declaring the hazard zone.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listens to the presentation and asks any questions they may have.

Hillsboro School District 1J Supplemental Transportation Plan 2024

School	Hazard Zone	# of Students	Hazard Zone Description	Reason for Exception
Atfalati ES	Hazard A	12	A1. West Union Rd between NW Shadybrook Rd and walk area boundary, including NW Stewart lane & NW 289th Pl. A2. NW Jackson School Rd between NW West Union Rd and walk are boundary.	West Union Rd and Jackson School Rd. both have large amount of traffic with a posted speed limit of 45MPH in narrow rural roadway
Brookwood ES	Hazard A	63	Westside of SE 32 nd Avenue to school boundary.	SE 32nd Avenue has a large amount traffic and the average speed exceeds 25 mph with limited crosswalks.
	Hazard B	34	SE Brookwood Avenue and feeder roads from E. Main to school boundary. East of SE Brookwood south of E Baseline Rd to SE Golden Rd.	SW Brookwood Avenue has a high volume of traffic and the average speed is 35 to 45 mph. There are limited crosswalks.
Butternut Creek ES	Hazard A	140	North of SW Kinnaman Street to Tualatin Valley Hwy. including both sides of 198th to school boundry. East side of SW 198th between Kinnamon and School Boundry. East side of SW SW 209th ave to S	SW 209th Avenue has a large volume of traffic averaging over 45 mph. There are no sidewalks, crosswalks, and there are large ditches on the side of the road. SW Kinnaman Street between Stoddard and 198th has no sidewalks, crosswalks, and high traffic volume. North of SW 198th Avenue has an extremely large volume of traffic in excess of 45 mph, no sidewalks, and no crosswalks.
Eastwood ES	Hazard A	89	Southside of E Main Street from SE 24th Avenue to SE 12th Avenue to the school boundary including all feeder streets. Both Sides of NE 24th Avenue at E Main Street to the light rail to NE 25th Avenue on the eastside.	E Main Street has a high volume of traffic averaging 35-50 mph with limited crosswalks and visibility. The light rail tracks in this area are bordered by a concrete wall restricting access.
	Hazard B	54	E Main Street on the north side from NE 36 th Avenue to NE 28 th Ave., north to NE Cornell Road.	There is a volume of traffic with limited crosswalks and sidewalks.
Farmington View ES	Hazard A	13	One mile radius from school	This is a rural school located on Hillsboro Hwy. There is a very high volume of traffic at speeds exceeding 55 mph, no sidewalks, and no crosswalks.
Free Orchards ES	Hazard A	180	Both sides of SW Tualatin Valley Hwy. from NW 336 th Avenue west to the Fred Meyer Loop Road. SW 345 th Avenue south of Tualatin Valley Hwy to school boundary. SW Tualatin Valley Hwy., from the trailer park (between NW 341 st Avenue and the Fred Meyer Loop Road north to the school boundary.	SW Tualatin Valley Hwy. is a 4 lane road with a turn lane with speeds exceeding 50 mph and is unsafe to cross.
Groner ES	Hazard A	18	One mile radius from school	This is a rural school located on SW Scholls Ferry Rd. There is a very high volume of traffic at speeds exceeding 55 mph, no sidewalks, and no crosswalks.
Imlay ES			No Hazard Zones	
Indian Hills ES	Hazard A	29	South of SW Rock Road from SW Rock Drive east to the school boundary. SW 198 th Avenue from SW Rock Road south to SW Luree Street.	SW Rock Road has a high volume of traffic and has no sidewalks. SW 198 th Avenue has a high volume of traffic and has no sidewalks.
Jackson ES			No Hazard Zones	
Ladd Acres ES	Hazard A	55	North of SE Frances Street and SW Cornelius Pass Road west to SE 64 th Avenue, north to SW Lois Street and all feeder streets.	SW Frances has limited sidewalks and crosswalks and a high volume of traffic

	Hazard B	79	SW Tualatin Valley Hwy, west to SE Century Blvd. to SE Drake Street and all feeder streets to the west of SE Century Blvd. SE Century Blvd. north to SE Kensington Street, west to SE Imlay Avenue and all feeder streets.	SE Johnson Street has a high volume of traffic and limited sidewalks. SE Century Blvd. has a high volume of traffic and limited sidewalks and crosswalks.
Lenox ES	Hazard A	5	NW Cornelius Pass Road – NW Jacobson Road to NW West Union Road east to NW 208 th Avenue.	NW Cornelius Pass Road and NW West Union Road have a high volume of traffic with no access to streets leading to Lenox.
	Hazard B	0	Sunset Hwy north on NW Cornelius Pass Road (eastside) north to NW Rock Creek Blvd.	NW Cornelius Pass Road has a high volume of traffic with no sidewalks.
Lincoln Street ES	Hazard A	4	Eastside of NE Jackson School Road north from NE Grant Street to NE Arrington Road.	NE Jackson School Road has a high volume of traffic with no sidewalks
	Hazard B	224	North of SE Oak Street from SE 12 th Avenue to S 1st Avenue north to SE Washington Street. NE 10 th Avenue north from SE Oak Street east side to NE Sturgess Street on NE Cornell Road.	Light rail on SE Washington Street is a barrier to access the school. NE Cornell Road has a high volume of traffic across 4 lanes of traffic with limited crosswalks.
McKinney ES	Hazard A	125	Both sides of NW Connell Street north to NW 9 th Avenue. Both sides of NW Padgett Rd and NW Cavens Lane.	NW Connell has a high volume traffic and no sidewalks or crosswalks. NW Padgett Rd and NW Cavens Lane have no sidewalks and is an undeveloped area.
			East of the railroad track to the school boundary. SW Main Street and feeder streets, including SW Baseline and SW Oak	This area has unprotected railroad crossings, sporadic sidewalks and limited crosswalks. SW Main has a high volume of traffic and only sporadic sidewalks and limited crosswalks.
Minter Bridge ES	Hazard A	19	SE River Road from SE Enterprise Circle to SE Minter Bridge Road south to SE Jaquelin Drive	SE Minter Bridge and SE River Road have a high volume of traffic with speeds exceeding 35 mph, with very limited crosswalks.
	Hazard B	3	SE Rood Bridge Road to SE Pipers Drive	SE Rood Bridge Road has no sidewalks or crosswalks and a high volume of traffic.
Mooberry ES	Hazard A	116	NE Sunrise Lane to the school boundary north, east and west	NE Sunrise Lane has a high volume of traffic, limited sidewalks, deep ditches and limited crosswalks.
	Hazard B	4	NE 17 th Avenue east to NE 25 th Avenue, south of Sunrise and north of NE Cornell Road	NE 17 th Avenue has very limited sidewalks and crosswalks, and a high volume of traffic.
	Hazard C	166	NE 25 th Avenue from NE Griffin Oaks Street south to NE Cornell Road	NE 25 th Avenue has a high volume of traffic and very limited sidewalks and crosswalks.
North Plains ES	Hazard A	47	North of NW North Avenue and all feeder streets west of NW Shadybrook Road	NW North Avenue and NW Shadybrook Road have a high volume of traffic, limited sidewalks and crosswalks.
	Hazard B	52	South of NW Commercial (west of Glencoe Rd) and all feeder streets to Hwy 26	NW Commercial Avenue has a high volume of traffic and limited sidewalks and crosswalks. Immediately north of Commercial Avenue are the railroad tracks.
Orencia ES	Hazard A	171	NW 231 st Avenue and all feeder streets. NW Quatama Road from NW 227 th to Cornelius Pass Road and all feeder streets	NW 231 st has a high volume of traffic at speeds exceeding 35 mph, no shoulders, deep ditches, no sidewalks and limited crosswalks. NW Quatama Road has no sidewalks and has limited crosswalks. There are deep ditches and a creek with a narrow bridge.
Patterson ES	Hazard A	143	NW Evergreen Road from NE Jackson School Road north to the school boundary. NW Glencoe Road from NW Zimmerman Lane south to NE Harewood Street west to the school boundary.	NW Evergreen Road, NE Jackson School Road and NW Glencoe Road have limited crosswalks, and a high volume of traffic exceeding 35 mph.
Quatama ES	Hazard A	157	NE Cornell Road between NE Elam Young Parkway east to NW 231 st Avenue, south to NE Oelrich Rd	NE Cornell Road, NW 231 st Avenue, have a high volume of traffic and limited crosswalks and the light rail line causes barriers to access to the school.
	Hazard B	19	NE Cherry Drive from NW 231 st Avenue east to NW Cornelius Pass Road, south to the light rail line.	NE Cherry Drive, NW Cornelius Pass Road and NW 231 st Avenue have a high volume of traffic and limited sidewalks and crosswalks.

Reedville ES	Hazard A	3	SW Tualatin Valley Highway from SW 214 th Avenue west to Cornelius Pass Road to SW Johnson Street.	SW Johnson Street has limited sidewalks and crosswalks.
	Hazard B	37	SW Tualatin Valley Highway from the school boundary west to SW 209 th Avenue, and north of Alexander Street from the school boundary on the east to SW 209 th Avenue on the west and all feeder streets.	SW Tualatin Valley Highway has a very high volume of traffic exceeding 40 mph; SW Alexander has very limited sidewalks and crosswalks
	Hazard C	3	SW Johnson Street between SW 198 th Avenue and SW Anthony Drive.	There are limited sidewalks and crosswalk and SW 198 th Avenue has a high volume of traffic.
Rosedale ES	Hazard A	48	South of TV HWY and North of SE Davis Rd. between SE 67th Ave and SE Silver Oak Ave including all feeder streets.	There is a high volume of traffic on SE 67th ave., SE Century Blvd, SE David Rd and SE Alexander St with limited sidewalks or crosswalks
Tamarack ES	Hazard	26	Between Cornelius Pass and 209th and south of T.V Hwy	Multiple lanes of traffic including turn lanes. High volume of vehicle traffic. Thorough far in and out of business and residential traffic.
Tobias ES	Hazard A	140	A1. SE Baseline Road North to SW Mohican St between SW 205th Ave and school boundary including all feeders street. A2. SW 197th to SW Rock Rd including all feeder streets.	Baseline Road has a high volume of traffic with speed limits over 35 mph. SW 197 th has a high volume of traffic with very limited sidewalks and crosswalks. SW Rock Road has limited sidewalks and no crosswalks.
WL Henry			No Hazard Zones	
West Union ES	Hazard A	4	One mile radius from school	This is a rural school located on NW West Union Road. There is a high volume of traffic exceeding 55 mph, no sidewalks or crosswalks and deep ditches.
Witch Hazel ES	Hazard A	47	SE Witch Hazel Road and all feeder streets from Tualatin Valley Highway to SW River Road; and SW River Road from SE Witch Hazel Road south to the school boundary	SE Witch Hazel Road has a high volume of traffic and no sidewalks or crosswalks and has deep ditches. SW River Road has a high volume of traffic and limited sidewalks and crosswalks.
R.A. Brown MS	Hazard A	12	SW 197 th Avenue from south of SW Brookfield Lane to SW Rock Road on the west side all feeder streets; SW 198 th Avenue south from SW Rock Road to SW York Street	SW 197 th and 198 th Avenues have no sidewalks or crosswalks and have a high volume of traffic exceeding 35 mph.
	Hazard B	29	North of W Baseline Rd. between 205th and SW 197th Place including all feeder st.	Crossing of major multi lan high traffic intersection at W. Baseline Rd.
	CHS/Brown Hazard	4	NE Shaleen between NE Cornelius Pass and W Baseline rd including all feeder street	Crossing of major multi lan high traffic intersection at W. Baseline Rd.
Evergreen MS	Hazard A	32	NW Evergreen Road from Jackson School Road west to NW Glencoe Road south to Glencoe High School on the west side and all feeder streets to the school boundary	NW Glencoe Road and Evergreen Road have a high volumes of traffic with limited sidewalks and crosswalks
	Hazard B	6	Both sides of N 1st Avenue north from NE Warren Street to NE Harewood Street	There is a high volume of traffic N 1st Avenue and there are limited sidewalks and crosswalks.
	Hazard D	32	Both sides and feeder streets of NW Glencoe Road between NE Harewood Street north to Glencoe High School	NW Glencoe Road has a high volume of traffic with limited sidewalks and crosswalks and an unprotected railroad crossing.
Poynter MS	Hazard A	40	NE Sunrise Lane to NE 15 Ave NE 15th Ave to 25th Ave between NE Griffin Oaks and edge of school boundary	On NE Sunrise Ln, NE 15th Ave and Griffin Oaks St there are limited sidewalks and crosswalks.
			E Main Street south between NE 24th Avenue to the school boundary on the west	SE 24th ave and feeder st. has limited sidewalks and crosswalks and has a high volume of traffic
	Hazard B	11	E Main Street south to SE Maple Street east to SE 15th	This area has no access due to the concrete barriers for the light rail line.
South Meadows MS	Hazard A	3	SE Creek Court off of SE Rood Bridge Road	SE Rood Bridge has a high volume of traffic with no sidewalks or crosswalks
	Hazard B	2	Both sides of SW River Road from SE Davis Road south to SW Rosa Road	This is a rural area with no sidewalks or crosswalks and a high volume of traffic.
	Hazard C	11	Both sides of SE Davis Road to both sides of SW 234 th Avenue north to Tualatin Valley Highway	There are no sidewalks or crosswalks and deep ditches.
	Hazard D	49	Both sides of Tualatin Valley Highway from SE Imlay Ave to SE 40 th Avenue.	Tualatin Valley Highway is a four lane highway with a turn lane and there is a high volume of traffic with speeds exceeding 45 mph.

			Both sides of SE Brookwood Avenue from Tualatin Valley Highway to just south of SE Mair Street, and all connecting streets to the school border. SE River Road from Tualatin Valley Highway to SE 39 th Avenue.	This is a high volume traffic street with limited crosswalks and traffic exceeds 35 mph. This a high volume traffic street with no sidewalks and no crosswalks.
Century HS	CHS/ Brown Hazard	6	NE Shaleen between NE Cornelius Pass and W Baseline Rd	Crossing of major multi lan high traffic intersection at W. Baseline Rd.
Glencoe HS	Hazard A	3	Both sides of NW Hornecker Road	This is a rural area with a high volume traffic and no sidewalks and crosswalks.
	Hazard B	97	Both sides of N 1 st Avenue from the light rail line north to NE Harewood Street and all feeder streets	N 1st Avenue has a high volume of traffic at speeds exceeding 35 mph. There are limited crosswalks.
Hillsboro HS	Hazard A	185	SE Tualatin Valley Highway and all feeder streets to the north.	SE Tualatin Valley Highway has five lanes and a high volume of traffic at speeds exceeding 35 mph.
	Hazard B	10	SE Minter Bridge Road	This is a rural area with deep ditches, no sidewalks, and no crosswalks. Traffic speeds exceed 45 mph.
	Hazard C	21	SE Witch Hazel Road and SW River Road	SE Witch Hazel Road and SW River Road have a high volume of traffic, limited sidewalks and crosswalks. River Road has traffic with speeds exceeding 45 mph.
Liberty HS	Hazard A	13	NW West Union Road from the district boundary on the east to just east of NW Helvetia Road on the west. NW Jacobson Road and all feeder roads west of Century Blvd. All school attend boundaries south of Highway 26.	NW West Union Road has a high volume of traffic at speeds exceeding 55 mph. NW Jacobson Road has limited sidewalks or crosswalks in this area. There are no sidewalks or crosswalks. Highway 26 has a high volume of traffic at speeds exceeding 55 mph.
Oak Street Campus	Hazard A	8	All feeder st. beyond SW 1st Ave., SW Oak St and SW 10th ave. to 1.5 mile walk zone boundry	Crossing of major multi lane high traffic intersection at SW 1st Ave., SW Oak St and SW 10th Ave

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
OAK STREET CAMPUS UPDATE

SITUATION

The Board will receive an update about Oak Street Campus and the supports that the campus is able to provide to students with alternative options and pathways.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listens to the presentation and asks any questions they may have.

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
INCLEMENT WEATHER DAYS UPDATE

SITUATION

An update will be given regarding inclement weather days.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listens to the presentation and asks any questions they may have.

**HILLSBORO SCHOOL DISTRICT 1J
BOARD OF DIRECTORS 2023-2024
LAND ACKNOWLEDGEMENT**

As we gather here today, we would like to take a moment to acknowledge that our district service area is on the occupied traditional homelands of the Atfalati Indigenous people, lands we now call Washington County and the State of Oregon.

We honor the Indigenous people whose traditional and ancestral homelands we stand on the Tualatin Kalapuya, Kathlamet, Clackamas, Tumwater, Molalla, bands of the Chinook and many other Indigenous nations of the Columbia River.

In remembering these communities, we honor their legacy, their lives, and their ancestors. We also recognize the urban Indigenous/Native/First Peoples community living in the metro area, which includes over 400 tribal nations.

The Hillsboro School District is committed to the recognition and education regarding tribal and local history and working with our local tribes in partnership.

PROCLAMATION

The Hillsboro School District recognizes that family and community involvement is a significant factor in the success of schools. By becoming a volunteer, family and community members are providing an invaluable contribution to the education of our students.

The Hillsboro School District appreciates the service of dedicated volunteers to assist professional educators, by offering their time, encouragement, and meaningful contact with students.

The Hillsboro School District acknowledges that volunteers are called upon to assist teachers and staff with the day-to-day activities involved in providing a balanced education for our students and are an important part of a team that strives to ensure that each one of our students succeeds.

The Hillsboro School District thanks volunteers for spending innumerable hours serving schools as chaperones, mentors, after-school tutors, club leaders, booster club members, PTA, PTO, and PAC members, guest speakers, classroom helpers, athletics coaches, and in countless other ways.

The Hillsboro School District Board of Directors do hereby proclaim the week of April 21 - 27, 2024 to be:

NATIONAL VOLUNTEER WEEK



We urge all community members to join us in recognizing the many contributions and achievements of Volunteers to the development and prosperity of our community.

Hillsboro School District Board of Directors

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
February 27, 2024
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. 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
Erika Lopez	Brooke Nova, Assistant Superintendent, Academic Services
Patrick Maguire	Beth Graser, Communications Officer
Nancy Thomas	Kona Lew-Williams, Human Resources Officer
Monique Ward	Michelle Morrison, Financial Officer
	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 5:22 PM and moved the Board into executive session under 192.660(2)(b) - Complaint Brought Against a Staff Member.

- B. ORS 192.660(2)(d) - Labor Negotiator Consultation
Human Resources Officer Kona Lew-Williams gave an update on labor negotiations. Financial Officer Michelle Morrison gave an update from her perspective. Vice Chair Ivette Pantoja shared her experience in Classified bargaining. Chair Mark Watson shared his experience in Licensed bargaining.

- C. Recess Executive Session
Board Chair Mark Watson moved the Board out of Executive Session and recessed the meeting at 5:39 PM.

2. 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
Erika Lopez	Brooke Nova, Assistant Superintendent, Academic Services
Patrick Maguire	Beth Graser, Communications Officer
Nancy Thomas	Kona Lew-Williams, Human Resources Officer
Monique Ward	Michelle Morrison, Financial Officer
	Saideh Haghighi Khochkhou, Operations Officer
<u>Student Representatives Present:</u>	Jordan Beveridge, Information Technology Officer
Aliannah Shalika	Francesca Sinapi, Equity, Access and Engagement Officer
Hadley Brathapan	Olga Acuña, Executive Director of Federal Programs
	Brian Haats, Director of Human Resources
<u>Others Present:</u>	Martha Rodriguez Siordia, Director of Human Resources
Dan Goldman, NWRES D Superintendent	Kim Bayer, Talent Recruitment and Retention TOSA
Yadira Martinez, NWRES D Director	Jeff Jones, Manager – Business Services
	Rose Roman, Executive Assistant to the Board
<u>Budget Committee Members Present:</u>	Ciara Hartzell, Technology Support
Kristine Adams-Wannberg	John Garcia, Technology Support
Zarmeena Riaz Khan	

- A. Call to Order Work Session
Board Chair Mark Watson called the meeting to order at 5:41 PM.
- B. Budget Development Update
Financial Officer Michelle Morrison gave a budget development update, including 2024-25 revenue assumptions, preliminary 2024-25 enrollment projections, student enrollment trends, student weighting and impact to revenue, student investment account categories, SIA investments, operational contingencies, and next steps. Board members and budget committee members asked questions and provided comment.
- C. Northwest Regional Education Service District Local Service Plan for 2024-2025
Superintendent Dan Goldman introduced the presentation and the Local Service Plan. NWRES D Director Yadira Martinez presented the NWRES D Local Service Plan document. Board members asked questions and provided comment.
- D. Human Resources Department Update
Human Resources Officer Kona Lew-Williams introduced the presentation and HR staff, discussed the HR High Five Podcast, and thanked HR and Communications staff for their work. Director of Human Resources Brian Haats discussed the HSD workforce reflecting the community, tuition reimbursement, TSPC reimbursement, and EAC diversity scholarships. Talent Recruitment and Retention TOSA Kim Bayer discussed Diverse Educator Pathway, Nursing Partnership with University of Portland, Grow Your Own grant, SPED mentoring support educator network, Meyer Foundation, and targeted social media presence. Director of Human Resources Martha Rodriguez Siordia discuss the Classified pathways, and tuition reimbursement for Classified staff. Board members asked questions and provided comment.

- E. Equity, Access, and Engagement Update
Equity, Access and Engagement Officer Francesca Sinapi presented the Equity, Access, and Engagement 2023-24 Semester 1 updates, including equity timeline, CASEL core competencies, black history month events, Saturday family academy, student leadership summit, API community events (Native American/Pacific Islander and Lunar New Year), community inclusion forums, family partnership opportunities, LBGQTQ2SIA+, collaborative work with staff, and climate/culture and voice monthly meetings. Board members provided comment.

- F. Technology Update
Information Technology Officer Jordan Beveridge provided technology reminders.

- G. Recess Work Session
Board Chair Mark Watson recessed at 7:08 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
Erika Lopez	Brooke Nova, Assistant Superintendent, Academic Services
Patrick Maguire	Beth Graser, Communications Officer
Nancy Thomas	Kona Lew-Williams, Human Resources Officer
Monique Ward	Michelle Morrison, Financial Officer
	Saideh Haghghi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
<u>Student Representatives Present:</u>	Francesca Sinapi, Equity, Access and Engagement Officer
Aliannah Shalika	Carol Hatfield, Executive Director of Transportation
Hadley Brathapan	Becky Kingsmith, Director of Teaching and Learning
	Claudia Ruf, Glencoe High School Principal
<u>Others Present:</u>	Rebecca Clark, Social Studies Teacher Glencoe High School
Joe Everton, CCAC Chair	Rose Roman, Executive Assistant to the Superintendent
	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
	Alejandra Saldana, Technology Support
	Bethany Schaffner, HCU President
	Mary Kay Babcock, HEA President
	Karla Brokaw, HCU

- A. Call to Order and Flag Salute
Board Chair Mark Watson reconvened the meeting at 7:16 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement
Board Chair Mark Watson read the Land Acknowledgement.
- C. Proclamations
1. Classified Employee Appreciation Week
Director Patrick Maguire read the Classified Employee Appreciation Week Proclamation.
 2. Women's History Month
Vice Chair Ivette Pantoja read the Women's History Month Proclamation.
- D. Approval of Agenda
Director Erika Lopez MOVED, SECONDED by Director Monique Ward, 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 Nancy Thomas MOVED, SECONDED by Director Ivette Pantoja, 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 January 23, 2024, Board meeting
2. Approve Minutes of February 13, 2024, Board Meeting
3. Approve Extension and Non-Extension of Temporary, Probationary, and Contract Teachers and Administrators

G. Reports and Discussions

1. First Reading - Course Approval: AP Art History

Assistant Superintendent Brooke Nova introduced the topic. Becky Kingsmith introduced the course and GHS Art teacher Rebecca Clark who discussed the AP Art History course. CCAC Chair Joe Everton provided the CCAC perspective. Board members asked questions and provided comment.

2. Strategic Plan Implementation Update

Communications Officer Beth Graser reminded the Board of the portrait of a graduate, the District promise, the organization framework, 15 goals and five performance targets, how we organize the plan under community, schools, and central office, community collaboration and accountability plan, snapshot of strategic plan dashboard, discussed the Performance Fact community survey summary, and next steps. Assistant Superintendent Brooke Nova discussed goal #1 success in the early years, goal #2 safe and supported learners and corresponding high school student and PAC feedback, goal #3 access and opportunity and corresponding high school student and PAC feedback, goal #4 critical thinking and problem solving, goal #5 graduate ready for college, college, and life and corresponding high school student and PAC feedback. Board members asked questions and provided comments.

3. First Read: 2024-2025 School Calendar

Human Resources Officer Kona Lew-Williams presented the latest version of the 2024-25 school calendar for first read. Board members asked questions and provided comment.

4. Financial Report

Financial Officer Michelle Morrison highlighted Kim Hall's retirement after 27 years with the District.

H. Action Items

1. Adopt Resolution Approving Northwest Regional Education Service District Local Service Plan for 2024-2025

Director Ivette Pantoja MOVED, SECONDED by Director Erika Lopez, that the Board of Directors adopt the resolution approving the Northwest Regional Education Service District Local Service Plan for 2024-2025.

The MOTION CARRIED (6-0).

No further discussion took place.

2. Approve High School Courses - IB Environmental Systems and Societies; IB Self-Guided Language and Literature; CTE UAS Operations - Drones

Director Nancy Thomas MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve the proposed course IB Environmental Systems and Societies.

The MOTION CARRIED (6-0).

No further discussion took place.

Director Monique Ward MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors approve the proposed course IB Self-Guided Language and Literature.

The MOTION CARRIED (6-0).

No further discussion took place.

Director Mark Watson MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the proposed course UAS Operations - Drones.

The MOTION CARRIED (6-0).

Board members provided comment.

3. Award Bid for the Purchase of School Buses

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors award the bid for school bus purchases to Peterson Bus Sales, Western Bus Sales & Service, and Schetky Bus & Van Sales.

The MOTION CARRIED (5-1). Director Patrick Maguire opposed.

Board members asked questions and provided comment. Executive Director of Transportation Carol Hatfield provided comment.

I. HCU / HEA Reports

HCU Bargaining Officer Ciara Hartzell provided a bargaining update and acknowledged the upcoming Classified Appreciation Week.

HEA President Mary Kay Babcock discussed the election of HEA officers, classified staff appreciation, women's history month, gave a licensed bargaining update, discussed recent licensed listening session, safety in schools, and PAC convention in March.

J. Discussion Time

- 1) Student Representatives' Time
Aliannah Shalika expressed her appreciation for the updates this evening. Hadley Brathapan appreciated the API recognition this year, the voices given to students, and highlighted Hilhi choir students going to state competition this weekend.
- 2) Superintendent's Time
Superintendent Travis Reiman gave a shoutout to EAE/SPED teams for creating family engagement opportunities, highlighted academic conferences to review school improvement targets, reminded the Board that the Superintendent mid-year goal review is posted in the Board Update, and thanked Classified and Licensed bargaining teams. He also highlighted the HSF gala last Saturday which raised over \$200,000, the most ever raised.
- 3) Board of Directors' Time
Director Erika Lopez expressed that she is in awe, impressed, proud and appreciative of where we have come on this journey. She said it takes time to build and keep that trust, our district is constantly working to approve that, change happens at the speed of trust, so proud and so much gratitude. She said that she is proud that as a Board that they don't always agree but they are always cordial.
Director Monique Ward expressed appreciation for staff in addressing her questions, shared that she participated in National Engineering week, and interviewing at BizTown. Ask board members to consider policy GBC for discussion in the future.
Director Nancy Thomas expressed thanks to HSF for their fundraising efforts.
Director Patrick Maguire shared that he recently enjoyed reading to HOA kinders, discussed summer learning funds being addressed in the legislature this session, congratulated the union for the increase in members, and expressed concern for safety in schools.
Board Vice Chair Ivette Pantoja thanked staff for their work and thanked unions for what they do.
Board Chair Mark Watson attended the HSF auction and Black History month celebration at SMMS, highlighted his participation in licensed bargaining, and informed the Board that Vice Chair Ivette Pantoja will run the April 9 work session in his absence.

K. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 8:49 PM.

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

- A. Ratify the acceptance of the retirement of the following supervisory/technical personnel:

Kim Hall

Assignment: 1.0 FTE Supervisor - Payroll
Location: Administration Center – Business Office
Effective Date: February 29, 2024

- B. Ratify the acceptance of the retirement of the following licensed personnel:

Dan Abrahamson

Assignment: 0.9 FTE Music Teacher
Location: W.L. Henry Elementary School
Effective Date: December 31, 2023
Years of Service: 8 years

Connie Briceno

Assignment: 1.0 FTE English Learner Specialist
Location: South Meadows Middle School
Effective Date: June 14, 2024
Years of Service: 10 years

Melinda Callahan

Assignment: 1.0 FTE Secondary Resource Specialist
Location: Glencoe High School
Effective Date: June 14, 2024
Years of Service: 19 years

Donna Dikeman

Assignment: 1.0 FTE Kindergarten Teacher
Location: Mooberry Elementary School
Effective Date: June 14, 2024
Years of Service: 13 years

Christine Estep

Assignment: 1.0 FTE 2nd Grade Teacher
Location: Ladd Acres Elementary School
Effective Date: June 14, 2024
Years of Service: 29 years

Mary Garmon

Assignment: 1.0 FTE Secondary Resource Specialist
Location: J.W. Poynter Middle School
Effective Date: June 14, 2024
Years of Service: 7 years

Christie Hammer

Assignment: 1.0 FTE Kindergarten Teacher
Location: Butternut Creek Elementary School
Effective Date: June 14, 2024
Years of Service: 9 years

Ramona Toth

Assignment: 1.0 FTE Science Teacher
Location: Oak Street Campus
Effective Date: January 31, 2024
Years of Service: 27 years

Eric Walker

Assignment: 1.0 FTE Business Teacher
Location: Glencoe High School
Effective Date: June 14, 2024
Years of Service: 23 years

C. Ratify the acceptance of the resignation of the following licensed personnel:

Megan Ayeni

Assignment: 1.0 FTE Graphic Design Teacher – CTE Program
Location: Century High School
Effective Date: February 29, 2024

Rachel Baker

Assignment: 1.0 FTE District Nurse
Location: Student Services
Effective Date: February 26, 2024

Shannon Corbeau

Assignment: 1.0 FTE Secondary Resource Specialist
Location: Glencoe High School
Effective Date: June 14, 2024

Laurie Frayn

Assignment: 1.0 FTE District Nurse
Location: Student Services
Effective Date: February 19, 2024

Jaime Gaoiran

Assignment: 1.0 FTE District Nurse
Location: Student Services
Effective Date: February 15, 2024

Magaly Gonzalez Hiltner

Assignment: 1.0 FTE Speech Language Pathologist
Location: Student Services
Effective Date: June 14, 2024

Allison Haulton

Assignment: 1.0 FTE Kindergarten Teacher
Location: Indian Hills Elementary School
Effective Date: June 14, 2024

Michelle Huson

Assignment: 1.0 FTE District Nurse
Location: Student Services
Effective Date: January 19, 2024

Mark Johansen

Assignment: 1.0 FTE 4th Grade Teacher
Location: Rosedale Elementary School
Effective Date: June 14, 2024

Jillian Kuhl

Assignment: 1.0 FTE 3rd/4th Grade Teacher
Location: West Union Elementary School
Effective Date: February 29, 2024

Rachel Lam

Assignment: 1.0 FTE 2nd Grade Teacher
Location: Jackson Elementary School
Effective Date: June 14, 2024

Andrea Landis

Assignment: 1.0 FTE Kindergarten Teacher
Location: Eastwood Elementary School
Effective Date: June 14, 2024

Allison Lawson

Assignment: 1.0 FTE 6th Grade Teacher
Location: Jackson Elementary School
Effective Date: February 7, 2024

Lauren Phillips

Assignment: 1.0 FTE Speech Language Pathologist

Location: Quatama Elementary School
Effective Date: March 22, 2024

Nichole Volz

Assignment: 0.4 FTE Elementary Resource Specialist
Location: W.L. Henry Elementary School
Effective Date: June 14, 2024

Katherine Washington

Assignment: 1.0 FTE 6th Grade Teacher
Location: Imlay Elementary School
Effective Date: June 14, 2024

Tracy Welninski

Assignment: 1.0 FTE Physical Education Teacher
Location: Evergreen Middle School
Effective Date: January 3, 2024

- C. Approve the employment of the following supervisory/technical personnel:

Heffernan, Emily

Assignment: 1.0 FTE Supervisor – Payroll
Location: Administration Center, Business Office
Effective Date: March 1, 2024

- D. Approve the employment of the following licensed personnel in the 2023-24 school year:

Paice Adams

Education: BA – University of North Texas, Denton, TX
Experience: None
Assignment: 1.0 FTE English Learner Specialist – Free Orchards Elementary School

Anne Bafaro

Education: MA – George Fox University, Newberg, OR
Experience: 22 years
Assignment: 1.0 FTE Student Support Wellness Counselor – Hillsboro Online Academy

Sherry Becker

Education: MA – California State University, Fresno, CA
Experience: 21 years
Assignment: 1.0 FTE Special Education Teacher – P.L. Patterson Elementary School

Kristen Bergmann

Education: MA – Nova Southern University, Davie, FL
Experience: None
Assignment: 0.6 FTE Speech Language Pathologist – Student Services

Camryn Blanchard

Education: MA – Eastern Oregon University, La Grande, OR
Experience: 1 year
Assignment: 1.0 FTE 3rd/4th Grade Teacher – West Union Elementary School

Jack Buchanan

Education: MA – George Fox University, Newberg, OR
Experience: 1 year
Assignment: 1.0 FTE Science Teacher – Oak Street Campus

Thomas Byrne

Education: BA – Indiana University of Pennsylvania, Indiana, PA
Experience: None
Assignment: 1.0 FTE 6th Grade Teacher – Tamarack Elementary School

Darren Letendre

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Social Studies Teacher – Liberty High School

Greg Nicosia

Education: MA – Western Oregon University, Monmouth, OR
Experience: 5 years
Assignment: 0.5 FTE Classroom Teacher – J.W. Poynter Middle School

Nicole Warner

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE General Education Specialist – Witch Hazel Elementary School

Brooke Wolf

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: 1 year
Assignment: 1.0 FTE Kindergarten Teacher – Eastwood Elementary School

- E. Approve the employment of the following licensed personnel in the 2023-24 school year, who have held temporary status:

Suzanne Hawthorne

Education: MA – George Fox University, Newberg, OR
Experience: 3 years
Assignment: 1.0 FTE General Education Specialist – L.C. Tobias
Elementary School

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
ACCEPT GIFTS AND DONATIONS
(as of February 29, 2024)

SITUATION

District Policy KH states that the District may receive donations of gifts that may serve to enhance and extend the work of the District, subject to Board approval. Individuals who desire to make contributions are encouraged to consider donations for equipment or services that are not likely to be acquired from public fund expenditures.

The purpose of this report is to describe to the Board the donations received that are valued at \$5,000 or more.

- Donation of \$500,000 from Marcia Petrick, on behalf of the Vern Petrick Legacy Foundation, to Hillsboro School District to be used to encourage student participation in afterschool activity programs.
- Donation of \$92,500 from Meyer Memorial Trust to Hillsboro School District to be used for Latino Youth Programs.
- Donation of \$6,700 from Western Oregon University to Hillsboro School District to be used for the Project Promise program.

RECOMMENDATION

The Superintendent recommends that the Board of Directors accept these donations.

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
2023-2024 DRUG, ALCOHOL AND TOBACCO PREVENTION PLAN

SITUATION

This report outlines curricular programs and activities that are provided for students as part of the District's comprehensive Drug, Alcohol, and Tobacco Prevention Plan.

[Please Click HERE for 2023-2024 Revised Plan for Review.](#)

Introduction

Students have a right to attend school in an environment conducive to learning. Since student alcohol, drug, and tobacco use is illegal and harmful, and interferes with both effective learning and the healthy development of students, the school has a fundamental legal and ethical obligation to prevent unlawful drug, alcohol, and tobacco use, and to maintain drug-free educational environments. After consulting with stakeholders, the Board will adopt a written plan for a drug, alcohol, and tobacco prevention and intervention program. The plan will be reviewed annually for revision and re-adoption.

Supporting Laws & HSD Policy

- [IGEAB](#) - Drug, Alcohol, and Tobacco Prevention, Health Education
- [JFCG/JFCH/JFCI](#) - Use of Tobacco Products, Alcohol, Drugs, or Inhalant Delivery Systems
- [Rule 581-022-2045 Prevention Education in Drugs and Alcohol](#)

RECOMMENDATION

The Superintendent recommends that the Board of Directors review annual revisions and place the 2023-2024 Drug, Alcohol and Tobacco Prevention Plan on first read.

HILLSBORO SCHOOL DISTRICT 1J 2023/2024 DRUG, ALCOHOL, AND TOBACCO PREVENTION PLAN

This report outlines curricular programs and activities that are provided for students as part of the District’s comprehensive Drug, Alcohol, and Tobacco Prevention Plan.

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Purpose/Introduction

Introduction

Students have a right to attend school in an environment conducive to learning. Since student alcohol, drug, and tobacco use is illegal and harmful, and

interferes with both effective learning and the healthy development of students, the school has a fundamental legal and ethical obligation to prevent unlawful drug, alcohol, and tobacco use, and to maintain drug-free educational environments.

After consulting with parents, teachers, school administrators, local community agencies, and persons from the drug, alcohol, or health service community who are knowledgeable of the latest research information, the Board will adopt a written plan for a drug, alcohol, and tobacco prevention and intervention program. The plan will be reviewed annually for revision and readoption.

Supporting Laws & HSD Policy

- [IGAEB](#) - Drug, Alcohol, and Tobacco Prevention, Health Education
- [JFCG/JFCH/JFCI](#) - Use of Tobacco Products, Alcohol, Drugs, or Inhalant Delivery Systems
- [Rule 581-022-2045 Prevention Education in Drugs and Alcohol](#)
- SB 52 Adi's Act Policy ([JHH](#))

Staff Training

SafeSchools Modules

Washington County has created a Drug, Alcohol and Tobacco module and a Youth Suicide: Awareness, Prevention and Postvention module that is accessible to staff on SafeSchools. The module includes current information and is designed to be specific for our county.

Suicide Prevention and Intervention

Students with substance use challenges are at higher risk for suicide. As a part of our district Suicide Prevention Plan, school staff working closely with these students are expected to have foundational training in suicide prevention and risk assessment. School counselors, student support and wellness counselors and school administrators are trained in our HSD suicide screening procedures and in partnership with Washington County Suicide Prevention and the Northwest Regional ESD, are provided opportunities for additional training in suicide risk assessment and when and how to refer for appropriate mental health services.

Targeted Staff Development

In October the substance use team presented to school counselors to introduce the team and review resources, referral procedures, and opportunities for collaboration. Additionally, the Drug and Alcohol Continuum of Support was shared highlighting the prevention opportunities available to students, families and teams.

The team returned in January to present to counselors on the current trends of student substance use, protective factors and how the role of the school counselor can support students whose substance use intersects with disciplinary

actions, academic disengagement, physical or mental health risks or continued use.

[Health Room Protocol](#)

Student Under the Influence Guidelines that inform when to call 9-1-1 if a student is suspected to be under the influence.

Naloxone (Narcan) Training

Training in the administration of naloxone includes instruction on recognizing the signs of opioid overdose, understanding how naloxone works, proper administration techniques (such as intranasal), and post-administration procedures. Additionally, training covers safety precautions, and how to access naloxone kits in schools. The HSD District Nursing team hosts regular training opportunities throughout the year and any staff may attend.

Universal Prevention

Social Emotional Learning Framework for the District

The Collaborative for Academic, Social, and Emotional Learning ([CASEL](#)) is the Hillsboro School District's adopted framework. CASEL is a high-quality, evidence-based social and emotional learning (SEL) framework and is an integral part of education and human development. SEL is the process through which all young people and adults acquire and apply the knowledge, skills, and attitudes to develop healthy identities, manage emotions and achieve personal and collective goals, feel and show empathy for others, establish and maintain supportive relationships, and make responsible and caring decisions. CASEL's SEL framework fosters knowledge, skills, and attitudes across five areas of competence and multiple key settings to establish equitable learning environments that advance students' learning and development. The five areas of competence include self management, self awareness, social awareness, relationship skills, and responsible decision making.

- Morning meetings in elementary school and advisory in secondary school are the primary avenues of explicit SEL instruction. However, SEL occurs throughout a student's day, in and out of school.
- The SEL Framework is a key part of the equity work taking place across the district.

District SEL Curriculum

Elementary

Harmony SEL- [Harmony](#) is a no cost social emotional learning program available to all K-6 grade teachers designed to foster communication, connection, and community both in and outside the classroom by engaging students in lessons and activities that promote empathy, understanding, and respect. It is also accessible to all staff and HSD families.

School counselors teach SEL using a variety of materials: MindUp, Kelso's Wheel, Zones of Regulation, Second Step, and Sources of Strength to name a few.

Sources of Strength is an upstream prevention curriculum that focuses on increasing wellbeing, help-seeking, resiliency, healthy coping, and belonging. This model enhances the other SEL work, including Harmony SEL, by helping students develop protective factors, which can mitigate various risks including suicide. Part of the Sources of Strength curriculum is taught in classrooms by school counselors to ensure all students have the opportunity to identify and develop their own personal strengths.

Middle School

CharacterStrong - Middle School students across our district are using CharacterStrong as a prosocial curriculum in advisory classes. CharacterStrong's curriculum braids the core components of Social Emotional Learning (SEL) as [defined by CASEL](#) and character development into one. One of the strengths of the CharacterStrong curriculum is the relationships it builds between students to peers, students and school staff, students and family, and students and the greater community. This is done through intentional relationship building activities that put a daily and weekly focus on skill development and community building. .

High School

HS Advisory and Access Time - Advisory is designed to support consistent connections between students and staff, a student's Social and Emotional Learning, academic needs and a place to teach Career and College Readiness skills for all high school students. Our [Advisory Lesson Site](#) is a curative bank of lessons prepared by the [district](#) and from all of our high schools that addresses many of the goals below. The systematic approach to Advisory and Access time provides an additional layer of academic support, a cohesive peer-peer and peer-adult community for the entire high school career, and targeted substance use education. Advisory does count as instructional time for students.

District Health Curriculum

In 2016, revised Oregon Health Education Standards (OHES) and performance indicators were adopted by the State Board of Education. The standards and performance indicators can be reviewed on the [ODE website](#) and on the [District website](#).

Health Education Standards help define the knowledge and skills students will need throughout their K-12 experience. Standards also provide consistency in what is taught to students across the state to ensure equity in education.

Prevention is the basis for national, state, and district standards. The key components for all levels of instruction are as follows:

- Comprehend concepts related to health promotion and disease prevention

- Analyze the influences of family, peers, culture, media, technology, and other factors on health behaviors
- Access valid health information, products, and services to enhance health
- Use interpersonal communication skills to enhance health and avoid or reduce health risks
- Use decision-making skills to enhance health
- Use goal-setting skills to enhance health
- Practice health-enhancing behaviors and avoid or reduce health risks
- Advocate for personal, family, and community health

In 2022, The Great Body Shop was adopted as the Kindergarten-6th grade curriculum.

HSD secondary teachers are currently in their first year of implementation of the newly adopted Goodheart-Willcox Health Curriculum Supplemental materials have been adopted to support substance use prevention and district alignment. The Safety First Curriculum has been adopted at the high school level, while middle schools are utilizing Project School Wellness for their supplemental substance use prevention program. Health teachers have had access to district supported collaboration and planning time as they become familiar with the new materials.

In HSD middle schools PE teachers teach 30 sessions of health each year to 7th and 8th grade. High school students take a full year of health their sophomore year. Additional substance use prevention lessons are taught through advisory in 9th, 11th, and 12th grade.

Surveys

HSD Start of the Year Connections- Knowing students by name, strength and need is a core value in HSD and we know that this includes action! In HSD we know that action occurs when we start with the belief that positive relationships are the foundation of our work. The connection and the support that our teachers and staff have with students is immensely valuable in the lives of our students and families. We also know that these connections and relationships made by teachers make a large impact in many lives of our students. Therefore, the connections were conducted at the beginning of the school year.

Oregon Student Health Survey (SHS)- During the 2020-2021 school year, Oregon shifted from administering two student surveys (the Oregon Healthy Teen Survey and the Oregon Student Wellness Survey) to the administration of one survey, the Oregon Student Health Survey. The new SHS combined questions from both the OHT and the SWS in order to lessen the survey burden on schools.

Most recently, the SHS was administered to 6th, 8th, and 11th grades in the Fall of 2022 and will continue in even numbered years. This survey is voluntary and can be opted out of by the student's parents/guardians or the student

themselves. Students may also skip any question they do not wish to answer. In an effort to maintain confidentiality, data is only released in aggregate form.

The Student Health Survey is used by district staff members to analyze school specific, district, and statewide trends. The results below are a comparison from the 2017 and 2019 Oregon Healthy Teens Survey as well as the 2020 and 2022 results from the Oregon Student Health Survey.

Oregon SHS Substance Use Data for 6th Graders, 2022

Category	6th 2022
Tobacco, 30-day use	.5
E-cig, vape, 30-day use	1
Alcohol, 30-day use	2
Marijuana, 30-day use	.8

Oregon SHS Substance Use Data for 8th Graders by Year: HSD and Oregon State Comparison

Category	8th 2017	State 8th 2017	8th 2019	State 8th 2019	8th 2020	State 8th 2020	8th 2022	State 8th 2022
Tobacco, 30-day use	3.4	3	10.2	11.9	0.2	1.2	1.4	2.5
E-cig, vape, 30-day use	2.2	6.3	9.5	10.5	2.3	5.1	2.8	4.7
Alcohol, 30-day use	5.9	10.3	10.7	11.3	3.3	6.1	3.9	5.9
Marijuana, 30-day use	4.3	6.7	7.2	7.8	2.3	3.3	1.5	3.1

Oregon SHS Substance Use Data for 11th Graders by Year: HSD and Oregon State Comparison

Category	11th 2017	State 11th 2017	11th 2019	State 11th 2019	11th 2020	State 11th 2020	11th 2022	State 11th 2022
Tobacco, 30-day use	14.1	7.7	17.4	23.1	0.3	2.9	3.6	6.2
E-cig, vape, 30-day use	9.8	12.9	16	21.4	6.7	11.9	7.3	10.8
Alcohol, 30-day use	20.8	26.9	15.7	24.3	9.9	17	11.6	16.6
Marijuana, 30-day use	16.6	20.9	16.7	20.4	8.4	13.5	9.8	12

[*Oregon Healthy Teen/Oregon Student Health Survey Graphs](#)

Caution should be used when interpreting the 2020 SHS, which is not comparable to prior surveys, and accurate comparisons cannot be made to similar data points from previous years due to the COVID-19 pandemic, widespread shift to distance learning, and data collection mode and time period.

It is important to note that 2022 SHS results are not comparable to 2020 SHS results due to additional response categories (I am not sure, I don't know what this question is asking, I prefer not to answer) included in the 2022 SHS that impact the denominator and resulting percentages in the tables.

Oregon SHS Completion Rates for HSD, 2022

	6th	8th	11th	Total
HSD Enrollment	1,448	1,561	1,550	4,559
HSD Completed Surveys	1,158	1,175	740	3,073
HSD Completion Rates	80.0%	75.3%	47.7%	67.4%
Participating Districts in OR Completion Rates	69.9%	65.4%	49.6%	61.4%

Standards of Student Conduct and Athletic/Activity Handbook

These [publications](#) provide specific policies regarding the use, possession, or distribution of drugs, alcohol, or tobacco by students at any school site, school-sponsored activity, or school-sponsored sporting events (pages 18, 21, 31).

Substance Use Response Committee Athletics/Activities

A committee has been diligently reviewing our current policies and practices, meeting regularly to ensure they reflect the latest resources and programs available to our students. By integrating these policies, we aim to create a more cohesive strategy that promotes accountability and student well-being. This collaborative effort underscores our commitment to adapting to the evolving needs of our student body and fostering a safe and supportive environment. Additionally, this team is committed to bringing the Athletics and Activities response protocols into better alignment with the District-wide progressive discipline plan.

Targeted Prevention

Kid Talk

The purpose of Kid Talk is to support academic concerns by identifying needed interventions. A team of multi-disciplinary staff review relevant student data of individual students who continue to struggle after tier 1 academic interventions. New interventions or changes to the current intervention are determined. Follow-up happens every 6-8 weeks and students are referred to the SST Team as needed.

Advisory and student Lessons

The substance use awareness and fentanyl awareness lessons are linked in the advisory website. The substance use team can provide additional lessons to advisory teachers upon request.

A curated bank of resources is available to be used to develop targeted student lessons has been made available through our partnership with Washington County Health and Human Services. This directory of resources is available to teams as needed and is regularly updated with current community resources.

Family Engagement Opportunities

Students are less likely to use addictive substances if their parents talk early and often about the risks, establish clear rules and consequences, and regularly monitor their activities. Active involvement and support of caring adults are both critical in the prevention of youth substance abuse. Family engagement events are dedicated to providing parents with the latest information, trends and support available in addition to strategies to connect with their own kids about this topic. Parents also learn about stress management, healthy coping, and other protective factors that can support youth.

Intervention

[Progressive Discipline Plan](#)

The progressive discipline plan provides support to the student and family to help address the underlying cause(s) a student is using or in possession of an illegal substance at school. The [Teen Intervene](#) 4th Edition curriculum is used in conjunction with a discipline incident specifically related to drug, alcohol, or nicotine use. Teen Intervene is evidence-based and uses a Screening, Brief Intervention, and Referral to Treatment (SBIRT) structure.

The Teen Intervene 4th Edition curriculum incorporates the stages of change model, motivational interviewing, and cognitive-behavioral therapy. Teen Intervene 4th Edition consists of a Teen Intervene (substances other than nicotine) Module and a Nicotine Module. Each module is composed of three sessions, and is designed to include teens' parents or guardians. The 4th Edition is updated with gender inclusive language and to include education specific to vaping. The curriculum, also Part of the D&A Discipline Plan, includes a step to connect the student with a trusted adult in the building for regular check in, in addition to the Teen Intervene sessions. Consult and additional support is done in partnership with our North and South feeder Substance Use counselors.

Substance Use Counselor Team

The HSD Substance Use counselors partner with school teams to consult and collaborate about concerns for students experiencing barriers to school success due to issues related to substance use.

Substance Use counselors also meet directly with students and can provide screening, individualized support, brief intervention and connection with students and their families as well as safety planning and referrals bridging them to community resources. They design and deliver training and professional development opportunities for HSD staff related to drugs and alcohol. Substance Use counselors also facilitate prevention efforts including school events, parent outreach, and advisory lessons for students.

Student Support Wellness Counselors

SSWC's are counselors focused on supporting students with social, emotional and mental health needs. They provide individual and family support, suicide prevention and risk assessment, substance use prevention and intervention, and crisis support for students. They collaborate with building teams to identify, support, monitor and connect students to district and community resources. For students who have been involved with an on campus drug or alcohol offense, they provide screening and brief intervention using the Teen Intervene model.

Drug and Alcohol Referral Process

The HSD Drug and Alcohol [referral form](#) is a process for both students and staff to connect with the HSD Substance Use team for support. Staff can refer students who may need substance use resources and/or services. Students may also self-refer if they want support. Teams can refer students when additional support is needed as a result of disciplinary action (i.e. The Substance Use Progressive Discipline Plan) or when there is concern about a student using substances outside of discipline.

Care Teams

[The Care Team](#) is a building-level team meeting that includes representatives from the school, HSD Partners, and the district to review students who have indicated a need for more targeted support or services in order to develop and monitor comprehensive intervention plans. The value of the Care Team is the ability to develop plans that encompass building-level targeted supports, district-level resources, and community resources. The professionals represented on the Care Team represent a multitude of specialties and services. This team primarily monitors the impact of mental health and well-being on school performance and participation. Various risk factors are considered, such as: mental health concerns, substance use, suicidal ideation, instability in the home environment, disciplinary action, resource needs (basic needs, housing, food, etc), attendance concerns, juvenile justice or other involvement with the legal system, and recent hospitalization/step down. Collaboration among home, school, and partner agencies is an important support for students at risk.

Mental Health Care Coordinator Program

Mental Health Care Coordinators provide outreach to students, parents/guardians, and families, helping them connect with meaningful mental health counseling support. After performing an informal needs assessment with the parent/guardian, Mental Health Care Coordinators provide psycho-education, referral and follow up case management services. Mental Health Care Coordinators help the parent/guardian navigate their medical insurance benefits and complex systems of care to connect with meaningful mental health counseling, substance abuse treatment, and/or parent education programs. Foundational in their efforts to support and link families to care is their connection and relationships with our extended network of community based providers. Mental Health Care Coordinators also lead the HSD Flight Team, providing grief support to impacted students and staff in the aftermath of a death of a current student or staff member. They coordinate district suicide prevention efforts, facilitate annual staff suicide awareness presentations, maintain the Suicide Intervention Protocol, and train staff on the Suicide Intervention Protocol.

Community Partner Resources

Our community partners provide professional development and feedback to inform HSD of best practices. The listed partners below attend regular meetings with HSD staff on related topics on drug, alcohol and tobacco prevention and intervention. Some of our key partners are: SARC, Washington County Sheriff's Youth Services, NWRESA, Washington County Health, Washington Youth & Family Services Department, Department of Human Services, and CARES NW.

Century School Based Health Center

In partnership with Virginia Garcia Memorial Health Center, the Century School Based Health Center provides high quality, culturally appropriate healthcare services to any Hillsboro School District student. Students are seen by appointment however walk-ins are welcome. Students do not need health insurance in order to be seen, and most insurance plans are accepted. The SBHC has a primary care provider (PCP), mental health therapist, medical assistant, and receptionist on board. Students may be seen for mental health assessments, substance use evaluations, well-child check-ups, vaccines, illness or injury, reproductive health, as well as sports physicals.

Northwest Counseling Associates

Contracted by the District, NCA provides School based mental health services for students in two elementary Schools. These counselors work with students who have met medical necessity for mental health services and whose needs extend beyond the scope of school counseling support. Trauma, stress and conflict can interfere with almost every aspect of a child's learning. Access to these services not only improves students' physical and psychological safety, but also reduces costly negative outcomes such as chronic absenteeism, discipline incidents, and suicidal thoughts.

LifeStance Health

Contracted by the District, LifeStance Health provides school based mental health services for students in 9 of our elementary schools. These counselors work with students who have met medical necessity for mental health services and whose needs extend beyond the scope of school counseling support. Trauma, stress and conflict can interfere with almost every aspect of a child's learning. Access to these services not only improves students' physical and psychological safety, but also reduces costly negative outcomes such as chronic absenteeism, discipline incidents, and suicidal thoughts.

Youth Contact Student Assistance Program

Contracted by the District, the Youth Contact High School Student Assistance Program seeks to decrease substance abuse risk by increasing school commitment and engagement. YC providers offer a continuum of services that include prevention, intervention, outreach and referral. These include skill development groups, family and individual counseling, crisis intervention and safety planning, peer mentor training, affinity groups, and parent migrant groups. They collaborate closely with families, as well as school based personnel in an effort to provide students with strong support units that include the provision of structure, appropriate limit setting, and the nurturing environment crucial to preventing substance use and abuse. Hundreds of hours of individual and family therapy are provided by Youth Contact counselors.

Champions and Boys and Girls Club Programs

The District partners with Champions to provide after-school tutoring, academic support, and recreational activities for students who attend Brookwood, Butternut Creek, Eastwood, Free Orchards, Groner, W. L. Henry, Imlay, Indian Hills, Jackson, Ladd Acres, Lincoln Street, McKinney, Minter Bridge, Mooberry, Orenco, Patterson, Quatama, Reedville, Rosedale, Tobias, and Witch Hazel Elementary Schools.

Hillsboro Police Department

School Resource Officers (SROs) - SROs assist in prevention by providing information on drug / alcohol / tobacco laws and prevention, in formal classroom settings. They teach students about the legal consequences of drug / alcohol / tobacco use, and assist in investigations referred to them by school administrators.

Washington County Public Health (Tobacco Prevention Specialist)

Partner in communication and messaging with Hillsboro School District. Created a recommended SafeSchools module on drug, alcohol and tobacco prevention and intervention information specific to our county. Assist with information for outreach events or included in publications.

Latino Network ROSA

Building Resiliency through Opportunities & Success for Adolescents (ROSA) is a community based *violence and crime prevention program* aimed at identifying and mitigating risk factors, removing barriers and connecting families and youth to resources in their own communities. Services include: Outreach, screening, needs assessment, service planning, case coordination, mentoring, skill development groups for students and families and consultation with School personnel and community partners.

Public Information for Family/Student/Staff

Our Hillsboro School District website houses information related to Drug Safety and Awareness [HERE](#).

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
FINANCIAL REPORT

Business Office – General Update

In alignment with the [Center for Educational Leadership Principal Support Framework](#), specifically, Action Area 3: A Strategic Partnership Between the Central Office and Principals, the Business Office develops systemic solutions that ensure instructional leadership is the primary job of principals.

Example 76: Health and Education Partnership MOU

The Business Office Central office There is an efficiency created by a well-coordinated and defined set of operational systems serving the Health Services College and Career Pathway. Working with leadership of Office of School Performance and Facilities, the Business Office has coordinated with legal support to finalize and fully execute the Memorandum of Understanding for the Health and Education Partnership. Watch for exciting work to design and develop a new Health and Education Center in partnership with Portland Community College, Virginia Garcia Memorial Health Center, and the City of Hillsboro!

Business Functions and Reporting

Lisa Hicks, Fiscal Planning Specialist for Contracts and Procurement, continues to offer support with thorough contract review and administration. Facilities, Technology, and other departments rely on Lisa to develop and negotiate contracts that represent the best interest of District staff and ensure the highest value. Agreements this month range from apprenticeships, independent auditor services, therapeutic supports, energy savings company services, and various grants.

Employee Services

Congratulations to Emily Heffernan, the new District Payroll Supervisor! After Kim Hall's retirement, Emily, a former Payroll Assistant applied for the role and accepted the position after a rigorous screening and interview process. Emily is excited about the opportunity to grow and her team is thrilled that she has moved into that role. Fortunately, there is a thorough support and training plan to ensure payroll services will remain stable during this transition.

Daphne Fisk, Benefits Supervisor, has been working closely with her team to administer employee leaves and benefit options. Daphne Fisk is the key point of contact to arrange Retirement Seminars (not solicitations) that are offered to staff members. This is an added level of coordination and monitoring beyond the normal work day/week to ensure staff members have easy access to financial planning and retirement from established district partners.

Donations Over \$5,000

District Policy KH states that the District may receive donations of gifts that may serve to enhance and extend the work of the District, subject to Board approval. Individuals who desire to make contributions are encouraged to consider donations for equipment or services that are not likely to be acquired from public fund expenditures.

The purpose of this report is to describe to the Board the donations received that are valued at \$5,000 or more.

- Donation of \$500,000 from Marcia Petrick, on behalf of the Vern Petrick Legacy Foundation, to Hillsboro School District to be used to encourage student participation in afterschool activity programs.
- Donation of \$92,500 from Meyer Memorial Trust to Hillsboro School District to be used for Latino Youth Programs.
- Donation of \$6,700 from Western Oregon University to Hillsboro School District to be used for the Project Promise program.

Workers' Compensation Report

The table below includes workers' compensation claims reported month to date through February 29, 2024.

The District has received 66 new workers' compensation claims year to date, and a total of eleven (11) claims for the month of February.

Workers' Compensation Reports			
	2021-22	2022-2023	2023-2024
July	2	1	2
August	7	8	3
September	19	11	14
October	8	13	6
November	12	8	5
December	10	6	11
January	8	7	14
February	10	11	11
March	6	8	
April	13	10	
May	8	11	
June	9	9	
Yearly Total:	112	103	66

Student Incident Report

Student incident data below is month to date through February 29, 2024. Injuries to the head (10) were the most common type of injury.

Student Incident Reports						
	2022-23 Total Incidents	Average Incidents Per School Day	Serious Injuries With 911 Transport	2023-24 Total Incidents	Average Incidents Per School Day	Serious Injuries With 911 Transport
July	0	N/A	0	0	N/A	0
August	3	N/A	0	0	N/A	0
September	87	0.20	1	102	.18	8
October	128	0.20	5	80	.26	10
November	71	0.16	3	37	.30	4
December	70	0.17	3	36	.30	2
January	87	0.23	4	39	.58	4
February	77	0.22	4	60	.30	3
March	79	0.22	6			
April	69	0.27	9			
May	83	0.26	9			
June	28	N/A	5			
Yearly Total:	782	0.20	49	354	.32	31

Vehicle Accidents

In February there was only one (1) motor vehicle/bus claims filed.

General Functions

If you would like more information or to discuss these or other Business Office items, please contact Michelle Morrison at 503-844-1527 or [morrison@hsd.k12.or.us](mailto:morrisom@hsd.k12.or.us).

HILLSBORO SCHOOL DISTRICT HILLSBORO SCHOOL DISTRICT 1J

2023-24

MONTHLY FINANCIAL REPORT - as of February 29, 2024

	1st Quarter	2nd Quarter	January	February	3rd Quarter	Fiscal YTD	Budget		Fiscal YTD	
Revenues	Actual	Actual	Actual	Actual	Actual	2023-24	2023-24	% of Budget	2022-23	% of Budget
Taxes	\$349,682.99	\$90,461,778.50	\$1,528,541.35	\$259,837.77	\$1,788,379.12	\$92,599,840.61	\$93,524,331.00	99.01%	\$88,774,996.92	100.33%
Interest	\$258,707.90	\$475,848.42	\$290,062.85	\$0.00	\$290,062.85	\$1,024,619.17	\$639,744.00	160.16%	\$991,185.43	198.10%
Local Sources	\$229,585.52	\$569,227.97	\$171,395.53	\$396,662.24	\$568,057.77	\$1,366,871.26	\$2,751,130.00	49.68%	\$1,280,014.24	71.19%
Total Local	\$837,976.41	\$91,506,854.89	\$1,989,999.73	\$656,500.01	\$2,646,499.74	\$94,991,331.04	\$96,915,205.00	98.01%	\$91,046,196.59	100.29%
County/ESD	\$15,344.06	\$1,427,221.58	\$297,503.94	\$212,707.00	\$510,210.94	\$1,952,776.58	\$5,255,911.00	37.15%	\$3,010,508.61	67.61%
State Sources	\$49,583,764.13	\$37,176,706.62	\$12,165,410.07	\$13,541,846.26	\$25,707,256.33	\$112,467,727.08	\$154,252,132.00	72.91%	\$111,573,337.10	74.34%
Federal Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Adjusted Beginning Balance*	\$12,688,776.12	\$0.00	\$0.00	\$0.00	\$0.00	\$12,688,776.12	\$12,824,439.00	98.94%	\$21,194,031.00	100.00%
Total Revenue	\$63,125,860.72	\$130,110,783.09	\$12,462,914.01	\$13,754,553.26	\$28,863,967.01	\$222,100,610.82	\$269,247,687.00	82.49%	\$226,824,073.30	85.11%
Expenditures										
Instruction										
Salaries	\$8,307,652.11	\$24,501,600.74	\$8,159,717.38	\$8,137,519.65	\$16,297,237.03	\$49,106,489.88	\$83,657,609.00	58.70%	\$47,125,298.81	55.71%
Benefits	\$4,147,994.86	\$12,215,868.03	\$4,096,021.98	\$4,054,679.85	\$8,150,701.83	\$24,514,564.72	\$43,442,929.00	56.43%	\$22,982,836.41	50.40%
Purchased Service	\$2,050,223.65	\$3,620,017.63	\$964,361.50	\$394,243.10	\$1,358,604.60	\$7,028,845.88	\$14,493,546.00	48.50%	\$6,423,396.87	41.56%
Supplies/Materials	\$1,370,580.36	\$848,418.83	\$104,913.83	\$121,868.56	\$226,782.39	\$2,445,781.58	\$5,960,742.00	41.03%	\$1,369,524.04	25.09%
Capital Purchases	\$18,906.55	\$5,119.95	\$0.00	\$0.00	\$0.00	\$24,026.50	\$0.00	0.00%	\$10,568.00	0.00%
Other	\$117,264.46	\$21,893.60	\$1,609.00	\$3,450.00	\$5,059.00	\$144,217.06	\$1,370,504.00	10.52%	\$207,998.97	18.30%
Total Instruction	\$16,012,621.99	\$41,212,918.78	\$13,326,623.69	\$12,711,761.16	\$26,038,384.85	\$83,263,925.62	\$148,925,330.00	55.91%	\$78,119,623.10	51.31%
Support Services										
Salaries	\$9,563,994.74	\$13,340,170.08	\$4,408,461.65	\$4,477,404.62	\$8,885,866.27	\$31,790,031.09	\$53,701,063.00	59.20%	\$29,304,230.13	57.08%
Benefits	\$4,926,262.97	\$7,167,937.79	\$2,409,641.98	\$2,529,999.36	\$4,939,641.34	\$17,033,842.10	\$27,886,659.00	61.08%	\$15,820,439.79	57.16%
Purchased Service	\$3,673,454.69	\$3,754,564.93	\$1,098,104.37	\$1,682,055.50	\$2,780,159.87	\$10,208,179.49	\$9,303,628.00	109.72%	\$9,228,447.52	98.37%
Supplies/Materials	\$4,810,180.88	-\$991,752.56	\$285,333.83	\$537,781.98	\$823,115.81	\$4,641,544.13	\$3,826,284.00	121.31%	\$3,837,327.16	115.81%
Capital Purchases	\$88,044.59	\$274,216.13	\$55,790.90	\$9,208.90	\$64,999.80	\$427,260.52	\$418,902.00	0.00%	\$164,722.01	0.00%
Other	\$2,178,475.10	\$236,154.31	-\$2,134.92	\$68,786.10	\$66,651.18	\$2,481,280.59	\$879,744.00	282.05%	\$1,909,150.53	276.81%
Total Support	\$25,240,412.97	\$23,781,290.68	\$8,255,197.81	\$9,305,236.46	\$17,560,434.27	\$66,582,137.92	\$96,016,280.00	69.34%	\$60,264,317.14	65.22%
Community Services										
Salaries	\$82,060.44	\$115,241.78	\$12,533.78	\$30,622.51	\$43,156.29	\$240,458.51	\$368,744.00	65.21%	\$218,667.23	74.03%
Benefits	\$45,253.16	\$69,048.56	\$10,414.21	\$18,408.41	\$28,822.62	\$143,124.34	\$191,487.00	74.74%	\$121,944.85	76.58%
Purchased Service	\$22,571.79	\$40,244.55	\$3,403.61	\$4,267.80	\$7,671.41	\$70,487.75	\$63,886.00	110.33%	\$38,470.01	71.27%
Supplies/Materials	\$4,946.76	\$12,142.74	\$990.65	\$849.29	\$1,839.94	\$18,929.44	\$26,273.00	72.05%	\$14,303.27	75.03%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,041.00	0.00%	\$0.00	0.00%
Total Community Services	\$154,832.15	\$236,677.63	\$27,342.25	\$54,148.01	\$81,490.26	\$473,000.04	\$656,431.00	72.06%	\$393,385.36	73.99%
Capital Projects										
Purchased Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Total Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Debt Service Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,500,000.00	0.00%
Contingency/Ending Balance	\$10,449,646.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,449,646.00	\$10,449,646.00	100.00%	\$11,766,035.00	100.00%
Total Expenditures	\$51,857,513.11	\$65,230,887.09	\$21,609,163.75	\$22,071,145.63	\$43,680,309.38	\$160,768,709.58	\$256,047,687.00	62.79%	\$159,043,360.60	61.90%

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
ADOPT 2024-2025 SCHOOL CALENDAR

SITUATION

Board policy IC: School Year / School Calendar requires that the calendar for the upcoming school year be approved no later than the April Board meeting. This year, a calendar has been drafted for the 2024-25 school year, with a proposed start date after the Labor Day holiday. The proposed calendar includes key dates and vacation periods to assist families and staff as they plan for the upcoming year.

Key highlights of the 2024-25 calendar:

- The New Licensed Staff In-service will continue to be Monday through Wednesday, August 19, 20, 21, 2024 to start the week with professional development time.
- The start of the year will be one day for Family Connections on Wednesday, August 28, 2024, which affords us the opportunity to continue the practice of building connections with students and families with the support of school based staff.
- Based on feedback, we will be adjusting some of the classified work calendars which will allow streamlined Family Connections & Transitions support to additional days.
- The Licensed In-Service Days will transition to August 26, 27, 29 and September 3, 2024, with the placement of Family Connections day on the Wednesday of our usual In-Service week. This allows for an additional day for classified and licensed staff to connect prior to starting with students.
 - This decision is based on feedback from our classified and licensed staff seeking additional time for collaborative professional development.
- School will start for grades 1-6, 7, and 9 on Wednesday, September 4, 2024, followed by kindergarten, grades 8, and 10-12 on Thursday, September 5, 2023.
- Monday, September 30, 2024, will be designated as a PK-12 Staff Development Day for both classified and licensed staff to support staff professional development.
- For the 2024-25 calendar, Veterans Day, a federal holiday, is observed on Monday, November 11, 2024.
- Our Staff Development/Family Conferences will be held November 25, 26, and 27, 2024. The conference dates in November have been scheduled in order to have the least impact on contiguous instruction.
- New Year's Day will be observed federally on Wednesday, January 1, 2025, our winter break will be: Monday, December 23, 2024, through January 3, 2025.
- Spring break will occur March 24-28, 2025.
- The last day for students will be Thursday, June 12, 2025.
- The last day for licensed staff per contract will be Friday, June 13, 2025.
- We will observe Juneteenth as a licensed non-contract day, Thursday, June 19, 2025.

- A link to the Oregon Department of Education Standards for Public Elementary and Secondary Schools, including minimum required instructional time, has been added to the 2024-25 calendar.

Key features of the 2024-25 proposed calendar include the following:

- Potential inclement weather make-up days are reserved on June 16, 17, 2025
- The calendar complies with the seat-time requirements outlined by the Oregon Department of Education
- Instructional days are balanced as best as possible for each semester

Information regarding the observance of Labor Day is provided below:

2020-21: September 7, 2020
2021-22: September 6, 2021
2022-23: September 5, 2022
2023-24: September 4, 2023
2024-25: September 3, 2024

RECOMMENDATION


The Superintendent recommends that the Board of Directors adopt the proposed 2024-2025 calendar.

I move that the Board of Directors adopt the proposed 2024-2025 calendar.

DRAFT 2024-25 Calendar
Adopted: TBD

First Day/End of Quarter/Semester
 Early Release
 No School
 Family Connections & Transitions


TOTAL STUDENT DAYS:
 Semester 1 = 88 All students
 Semester 2 = 85 All students
 HSD exceeds ODE seat requirements.
 Click [HERE](#) for more information.

	JULY 2024							1-3 – NO SCHOOL Licensed Non-Contract 20 – NO SCHOOL Licensed Non-Contract Martin Luther King Jr. Day 30 – End of 1st Semester (47/88) 31 – NO SCHOOL Teacher Grade Prep	JANUARY 2025 18						
	S	M	T	W	Th	F	S		S	M	T	W	Th	F	S
		1	2	3	4	5	6					1	2	3	4
	7	8	9	10	11	12	13		5	6	7	8	9	10	11
	14	15	16	17	18	19	20		12	13	14	15	16	17	18
	21	22	23	24	25	26	27		19	20	21	22	23	24	25
	28	29	30	31					26	27	28	29	30	31	
19-21 – New Licensed Staff In-Service 22-23 - Licensed Non-Contract 26-27 - Licensed In-Service 28 - Family Connections & Transitions (K-12) 29 – Licensed In-Service 30 - Licensed Non-Contract	AUGUST 2024 1							3 – NO SCHOOL Licensed Prep 17 – NO SCHOOL Holiday – Presidents' Day	FEBRUARY 2025 18						
	S	M	T	W	Th	F	S		S	M	T	W	Th	F	S
					1	2	3								1
	4	5	6	7	8	9	10		2	3	4	5	6	7	8
	11	12	13	14	15	16	17		9	10	11	12	13	14	15
	18	19	20	21	22	23	24		16	17	18	19	20	21	22
	25	26	27	28	29	30	31		23	24	25	26	27	28	
2 – NO SCHOOL Holiday – Labor Day 3 - Licensed In-Service 4 – First Day of School for grades 1-6, 7 and 9 5 – All Students - (First day for K, 8, 10-12) 30 – NO SCHOOL Staff Development	SEPTEMBER 2024 18							24-28 – NO SCHOOL Licensed Non-Contract Days (Spring Break)	MARCH 2025 16						
	S	M	T	W	Th	F	S		S	M	T	W	Th	F	S
	1	2	3	4	5	6	7								1
	8	9	10	11	12	13	14		2	3	4	5	6	7	8
	15	16	17	18	19	20	21		9	10	11	12	13	14	15
	22	23	24	25	26	27	28		16	17	18	19	20	21	22
	29	30							23	24	25	26	27	28	29
11 – NO SCHOOL Licensed Non-Contract 31 – End of 1st Quarter (41)	OCTOBER 2024 22							10 - End of 3rd Quarter (42) 11 – NO SCHOOL Elementary – Work Day Secondary – Grade Prep Day	APRIL 2025 21						
	S	M	T	W	Th	F	S		S	M	T	W	Th	F	S
			1	2	3	4	5				1	2	3	4	5
	6	7	8	9	10	11	12		6	7	8	9	10	11	12
	13	14	15	16	17	18	19		13	14	15	16	17	18	19
	20	21	22	23	24	25	26		20	21	22	23	24	25	26
	27	28	29	30	31				27	28	29	30			
1 – NO SCHOOL Elementary - Work Day Secondary - Grade Prep 11 – NO SCHOOL Holiday – Veterans Day 25-NO SCHOOL Elementary - Staff Development and Family Conference Prep Secondary - Staff Development 26-27 – NO SCHOOL Family Conference Connections K-12 28 – NO SCHOOL Holiday – Thanksgiving Day 29 – NO SCHOOL Licensed Non-Contract Day	NOVEMBER 2024 14							26 – NO SCHOOL Holiday – Memorial Day	MAY 2025 21						
	S	M	T	W	Th	F	S		S	M	T	W	Th	F	S
						1	2						1	2	3
	3	4	5	6	7	8	9		4	5	6	7	8	9	10
	10	11	12	13	14	15	16		11	12	13	14	15	16	17
	17	18	19	20	21	22	23		18	19	20	21	22	23	24
	24	25	26	27	28	29	30		25	26	27	28	29	30	31
23-31 – NO SCHOOL Licensed Non-Contract Days (Winter Break)	DECEMBER 2024 15							12 – EARLY RELEASE Last Day of School for K-11 (43/85) 13 – Last Day for Licensed Staff 16-17 – Possible make-up days. If the District closes school due to inclement weather during the 2024-2025 school year these days could be added to the school calendar as make up days. Graduation dates would not be affected.	JUNE 2025 9						
	S	M	T	W	Th	F	S		S	M	T	W	Th	F	S
	1	2	3	4	5	6	7		1	2	3	4	5	6	7
	8	9	10	11	12	13	14		8	9	10	11	12	13	14
	15	16	17	18	19	20	21		15	16	17	18	19	20	21
	22	23	24	25	26	27	28		22	23	24	25	26	27	28
	29	30	31						29	30					

DRAFT 2024-25 Calendar
Adopted: TBD

 Primer Día/Último Día/Fin del Cuarto/Semestre para Estudiantes
 No Hay Clases Salida Temprano
 Conexión con las Familias/Estudiantes

TOTAL DE DIAS ESCOLARES:
 Sem. 1 = 88 Todos los estudiantes
 Sem. 2 = 85 Todos los estudiantes
 HSD excede los requisitos de cupo de ODE. Pulse [HERE](#) para más información.

 <p>HILLSBORO SCHOOL DISTRICT</p>	JULIO 2024	18	<p>1-3: No Hay Clases Días sin contrato personal licenciado</p> <p>20: No Hay Clases Día sin contrato personal licenciado. Día de Martin Luther King Jr.</p> <p>30: Fin del 1er semestre (47/88)</p> <p>31: No Hay Clases Maestros en preparación de grados</p>	ENERO 2025	18
	D L M M J V S	D L M M J V S			
	1 2 3 4 5 6	1 2 3 4			
	7 8 9 10 11 12 13	5 6 7 8 9 10 11			
	14 15 16 17 18 19 20	12 13 14 15 16 17 18			
	21 22 23 24 25 26 27	19 20 21 22 23 24 25			
	28 29 30 31	26 27 28 29 30 31			
<p>19-21: Nuevos Maestros en Servicio</p> <p>22-23: Días sin Contrato Personal Licenciado</p> <p>26-27: Maestros en Servicio</p> <p>28: Conexiones y Transiciones Familiares (K-12)</p> <p>29: Maestros en Servicio</p> <p>30: Día sin Contrato Personal Licenciado</p>	AGOSTO 2024	1	<p>3: No Hay Clases Preparación del personal licenciado</p> <p>17: No Hay Clases Festivo: Día de los Presidentes</p>	FEBRERO 2025	18
	D L M M J V S	D L M M J V S			
	1 2 3	1			
	4 5 6 7 8 9 10	2 3 4 5 6 7 8			
	11 12 13 14 15 16 17	9 10 11 12 13 14 15			
	18 19 20 21 22 23 24	16 17 18 19 20 21 22			
	25 26 27 28 29 30 31	23 24 25 26 27 28			
<p>2: No Hay Clases Festivo: Día del Trabajo</p> <p>3: Maestros en Servicio</p> <p>4: Primer día de escuela para los grados 1-6, 7 y 9</p> <p>5: Todos los estudiantes (Primer día para K, 8, 10-12)</p> <p>30: No hay clases Desarrollo del personal</p>	SEPTIEMBRE 2024	18	<p>24-28: No Hay Clases Días sin contrato personal licenciado (vacaciones de primavera)</p>	MARZO 2025	16
	D L M M J V S	D L M M J V S			
	1 2 3 4 5 6 7	1			
	8 9 10 11 12 13 14	2 3 4 5 6 7 8			
	15 16 17 18 19 20 21	9 10 11 12 13 14 15			
	22 23 24 25 26 27 28	16 17 18 19 20 21 22			
	29 30	23 24 25 26 27 28 29			
<p>11: No Hay Clases Día sin contrato personal licenciado</p> <p>31: Fin del 1er cuarto (41)</p>	OCTUBRE 2024	22	<p>10: Fin del 3er cuarto (42)</p> <p>11: No Hay Clases Primarias: Día de trabajo Secundarias: Día de preparación de grados</p>	ABRIL 2025	21
	D L M M J V S	D L M M J V S			
	1 2 3 4 5	1 2 3 4 5			
	6 7 8 9 10 11 12	6 7 8 9 10 11 12			
	13 14 15 16 17 18 19	13 14 15 16 17 18 19			
	20 21 22 23 24 25 26	20 21 22 23 24 25 26			
	27 28 29 30 31	27 28 29 30			
<p>1: No Hay Clases Primarias: Día de Trabajo Secundarias: Preparación de grados</p> <p>11: No Hay Clases Festivo: Día de los Veteranos</p> <p>25: No Hay Clases Primarias: Desarrollo del personal y preparación de las conferencias familiares Secundarias: Desarrollo del personal</p> <p>26-27: No Hay Clases Conferencias familiares y conexiones K-12</p> <p>28: No Hay Clases Festivo: Día de Acción de Gracias</p> <p>29: No Hay Clases Día sin contrato personal licenciado</p>	NOVIEMBRE 2024	14	<p>26: No Hay Clases Festivo: Día de la Recordación</p>	MAYO 2025	21
	D L M M J V S	D L M M J V S			
	1 2	1 2 3			
	3 4 5 6 7 8 9	4 5 6 7 8 9 10			
	10 11 12 13 14 15 16	11 12 13 14 15 16 17			
	17 18 19 20 21 22 23	18 19 20 21 22 23 24			
	24 25 26 27 28 29 30	25 26 27 28 29 30 31			
<p>23-31: No Hay Clases Días sin contrato personal licenciado (vacaciones de invierno)</p>	DICIEMBRE 2024	15/15	<p>12: Salida Temprana Último día de clases para K-11 (43/85)</p> <p>13: Último día para el personal licenciado</p> <p>16-17: En caso que el Distrito necesite cerrar las escuelas debido a las inclemencias del tiempo durante el año escolar 2024-2025, estos dos días serán agregados al calendario escolar para ponerse al día. Las fechas para las graduaciones, no se verán afectadas.</p>	JUNIO 2025	9/10
	D L M M J V S	D L M M J V S			
	1 2 3 4 5 6 7	1 2 3 4 5 6 7			
	8 9 10 11 12 13 14	8 9 10 11 12 13 14			
	15 16 17 18 19 20 21	15 16 17 18 19 20 21			
	22 23 24 25 26 27 28	22 23 24 25 26 27 28			
	29 30 31	29 30			

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
APPROVE HIGH SCHOOL COURSE - AP ART HISTORY

SITUATION

Board approval is required for all proposed new courses. Once a course has been approved, it may be offered at the school bringing forth the proposal, as well as any other District school of the same level.

The Board heard the first reading presentation on February 27, 2024, for AP Art History. The course has come forward from Glencoe High School. The Community Curriculum Advisory Committee (CCAC) provided feedback to the teacher proposing the course at their meeting on February 12, 2024, and recommended that the Board consider the course. On February 27, 2024, AP Art History was presented by Rebecca Clark, Social Studies and Advanced Placement teacher and the presentation was supported by the Director of Secondary Teaching and Learning, Becky Kingsmith. If approved tonight, this course would be available to be offered in the 2025-2026 school year.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the proposed course AP Art History.

I move that the Board of Directors approve the proposed course AP Art History.

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
ADOPT INTER-DISTRICT TRANSFERS PLAN

SITUATION

House Bill 2747, passed by the Legislature during the 2013 full session, governs the process by which students are allowed to transfer between school districts. Under House Bill 2747, district school boards must take action to announce the number of students who will be allowed to leave and enter their district for the following school year. They must also determine the process by which transfer requests will be considered, the length of the transfer approval, and any other terms associated with the approval. Students wishing to leave their district of residence to seek enrollment in a non-resident district must obtain a release from their district of residence.

It is recommended that the District participate in this process, both to accept transfers to the District and release students to attend other districts.

We propose allowing up to 120 nonresident students to attend HSD and up to 70 resident students to be released from HSD to attend other districts in the 2024-25 school year as detailed in the document provided to you this evening.

RECOMMENDATION

The Superintendent recommends that the Board of Directors adopt the inter-district transfers plan for the 2024-25 school year.

I move that the Board of Directors adopt the inter-district transfers plan for the 2024-25 school year.

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
ADOPT SUPPLEMENTAL TRANSPORTATION PLAN

SITUATION

ORS 327.043 requires all school districts in Oregon to provide transportation for elementary students who reside more than one mile from school and for secondary school students who reside more than 1.5 miles from school. The district is then reimbursed 70% of the cost of transporting these students to and from school. In addition, the district is required to submit a “supplemental plan” to provide transportation for students who are transported within these walk zones. This supplemental plan must be approved by the local school board and by the State Board of Education. Approved supplemental plans are then eligible for the 70% reimbursement.

Hillsboro School District has a “Safe Routes to School” committee that reviews the identified hazard areas. The committee includes district staff, representatives from local law enforcement, and safety officials. The committee considers safety factors such as the absence of sidewalks which would require students to walk on a roadway, or if a student would need to cross a busy street in order to get to school. These unsafe areas are then identified as “hazard zones” and are recommended to be included in the supplemental plan. A supplemental plan is then prepared for each school by the Transportation Department.

Earlier this evening, the Board of Director heard a presentation on the plan. As part of their supplemental materials, the Board received a map for each school - the green shaded area indicates the school attendance area, the red shaded areas are the proposed hazard zones. Included was a narrative describing the hazard zones for each school and the reason for declaring the hazard zone.

RECOMMENDATION

The Superintendent recommends that the Board of Directors adopt the Supplemental Transportation Plan.

I move that the Board of Directors adopt the Supplemental Transportation Plan.

HILLSBORO SCHOOL DISTRICT 1J
March 12, 2024
AWARD CONTRACT FOR SUBSTITUTE STAFFING SERVICES

SITUATION

The District is currently operating in the final year of a non-exclusive contract agreement with ESS West, LLC, to provide substitute services in all staff classifications. The District has had a successful partnership with ESS West, LLC, since 2015. In addition to them providing temporary and project-based staffing, ESS West, LLC, also offers the following:

- Recruitment and training opportunities;
- Human Resources services including performance management;
- Employee incentive programs;
- Web absence management and substitute calling platform;
- Help Desk support for district staff and substitute staff;
- Compliance with all federal and state employment rules;
- Customer Service: ongoing support for administrators and office managers, weekly meetings with a key monitoring team, and periodic reports as requested.

According to ORS 279B.030, the District must conduct a comprehensive cost analysis to determine whether or not services over \$250,000 in a fiscal year met two requirements prior to requesting proposals for said services:

1. The Cost Analysis must demonstrate that savings will be achieved.
2. The Cost Analysis must demonstrate that the savings are not strictly in wages and benefits.

Historical Cost Analysis demonstrated that the current contract with ESS West, LLC, met the requirements of the law and actual experience demonstrates compliance to date. The Cost Analysis for the 2024-2027 contract period demonstrates compliance with ORS 279B.030 and is available by request to the Business Office at morrisom@hsd.k12.or.us

Per policy and Public Contracting Code ORS 279A.205 Cooperative Procurements Authorized, the District may “participate in a joint cooperative procurement for the procurement of any goods, services or public improvements.” The District will be participating in a cooperative pricing agreement with David Douglas School District. The cooperative pricing provides agreement price information and the remainder of the contract language is to be negotiated. The contract will commence July 1, 2024, and run for three years with a potential extension of an additional two years.

Notice of the “Intent to Award” was published in the Daily Journal of Commerce on February 28, 2024, and the protest period expired March 6, 2024. Notice of the “Intent to Award” was also published in Pamplin Media on March 1, 2024, and expired March 8, 2024.

ESS West, LLC, has successfully partnered with the District since 2015, providing substitutes of all categories and a variety of other temporary and project-based staff. District staff recommends awarding a service contract to ESS West, LLC, for Substitute Staffing Services by participating in the cooperative purchasing agreement of David Douglas School District, effective July 1, 2024, through June 30, 2027, with up to two annual contract extension options.

RECOMMENDATION

The Superintendent recommends that the Board of Directors award the service contract to ESS West, LLC, for Substitute Staffing Services by participating in the cooperative pricing agreement of David Douglas School District, effective July 1, 2024, through June 30, 2027, with up to two annual contract extension options.

I move that the Board of Directors award the service contract to ESS West, LLC, for Substitute Staffing Services by participating in the cooperative pricing agreement of David Douglas School District, effective July 1, 2024, through June 30, 2027, with up to two annual contract extension options.