

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

Board Meeting Agenda
Tuesday, April 23, 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: Mark Watson
Time: 5:15 PM, 20 minutes
 - C. Recess Executive Session
Presenter: Mark Watson
Time: 5:35 PM
2. **5:35 PM - Budget Committee Meeting**
 - A. Call to Order
Presenter: Mark Watson
Time: 5:35 pm
 - B. Budget Committee Meeting 4
Presenters: Michelle Morrison / Jeff Jones
Time: 5:35 PM, 60 minutes
 - C. Recess Budget Committee Meeting
Presenter: Mark Watson
Time: 6:35 PM
3. **6:35 PM - Work Session**
 - A. Call to Order Work Session
Presenter: Mark Watson
Time: 6:35 PM
 - B. Board Discussion Time
Time: 6:35 PM, 10 minutes
 - C. Recess Work Session
Time: 6:45 PM
4. **7:00 PM - Regular Session**
 - A. Call to Order and Flag Salute
Presenter: Mark Watson
Time: 7:00 PM, 5 minutes
 - B. Land Acknowledgement 5
Presenter: Mark Watson
Time: 7:05 PM, 5 minutes
 - C. Recognition / Proclamations
Time: 7:10 PM, 10 minutes
 1. Student Presentation - Brown Middle School Jazz Ensemble 6
Presenter: Mark Watson
 2. Asian Pacific Islander Heritage Month 7
Presenter: Hadley Brathapan

3.	National School Nurses Week	8
	Presenter: RJ Panlilio	
4.	Teacher Appreciation Week	9
	Presenter: Aliannah Shalika	
D.	Approval of Agenda	
	Presenter: Mark Watson	
	Time: 7:20 PM, 5 minutes	
	SAMPLE MOTION: I move that the Board of Directors approve the Agenda as printed.	
E.	Audience Time	
	Presenter: Mark Watson	
	Time: 7:25 PM, 5 minutes	
F.	Consent Agenda	
	<i>Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.</i>	
	Presenter: Mark Watson	
	Time: 7:30 PM, 5 minutes	
	SAMPLE MOTION: I move that the Board of Directors approve the Consent Agenda as printed.	
	1. Approve Minutes of March 12, 2024, Board Meeting	10
	2. Approve Minutes of April 9, 2024, Board Meeting	16
	3. Approve Routine Personnel Matters	20
G.	Reports and Discussion	
	1. Financial Report	23
	Presenter: Michelle Morrison	
	Time: 7:35 PM, 5 minutes	
H.	Action Items	
	1. Notice of Intent to Purchase - Chromebooks	28
	Presenter: Jordan Beveridge	
	Time: 7:40 pm, 5 minutes	
	SAMPLE MOTION: I move that the Board of Directors acknowledge the Notice of Intent to Purchase of Chromebooks, management licenses, and extended warranties from OETC by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).	
	2. Approve Drug, Alcohol and Tobacco Prevention Plan	29
	Presenter: Brooke Nova	
	Time: 7:45 PM, 5 minutes	
	SAMPLE MOTION: I move that the Board of Directors approve the Drug, Alcohol, and Tobacco Prevention Plan.	
	3. Approve Curriculum: K-12 Social Studies	30
	Presenter: Brooke Nova	
	Time: 7:50 PM, 5 minutes	
	SAMPLE MOTION: I move that the Board of Directors approve the proposed K-12 TCI Social Studies curriculum.	
I.	Policies - First Reading	31
	<i>Policies that are scheduled for first reading are included in the Board meeting packet. Staff members will not formally present the first reading of policies, unless the Board requests information that is not already included in the Board meeting packet. If no public comments or questions are received regarding these policies during the review period, they may</i>	

be placed on the consent agenda for approval during the next regular meeting.

- Presenter: Travis Reiman
Time: 7:55 PM, 5 minutes
1. E - Support Services
 - a. EFAA: District Nutrition and Food Services 32
Presenter: Saideh Haghighi Khochkhou
 - J. Information - Administrative Regulation Update 34
Presenter: Travis Reiman
Time: 8:00 PM, 5 minutes
 1. E - Support Services
 - a. EFAA-AR: Reimbursable School Meals 35
Presenter: Saideh Haghighi Khochkhou
 2. I - Instruction
 - a. IGBHA-AR(1): Alternative Education Programs 42
Presenter: Audrea Neville
 - K. HCU / HEA Reports
Presenter: Mark Watson
Time: 8:05 PM, 10 minutes
 - L. Discussion Time
Time: 8:15 PM, 15 minutes
 1. Student Representatives' Time
 2. Superintendent's Time
 3. NSBA Conference Report
 4. Board of Directors' Time
 - M. Adjourn Regular Session
Presenter: Mark Watson
Time: 8:30 PM
 - N. Next Meetings of the Board of Directors
 - May 14, 2024, Work Session
 - May 28, 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 BOARD OF DIRECTORS
Administrative Center, 3083 NE 49th Place, Hillsboro, OR 97124

BUDGET COMMITTEE MEETING
April 23, 2024
5:15 PM

AGENDA

I.	Call to Order, Welcome	Mark Watson, Board Chair
II.	Approve Proposed Agenda	Mark Watson, Board Chair
III.	Election of Budget Committee Chair	Mark Watson, Board Chair
IV.	Budget Message	Travis Reiman, Superintendent
V.	Proposed Budget Presentation	Michelle Morrison, District Financial Officer Jeff Jones, Manager of Business Services
VI.	Committee Discussion	Budget Committee Chair
VII.	Public Input	Budget Committee Chair
VII.	Additional Committee Discussion	Budget Committee Chair
IX.	Possible Action	Budget Committee Chair
X.	Review Next Steps	Michelle Morrison, District Financial Officer
XI.	Adjourn	Budget Committee Chair

Materials available by request to jonesje@hsd.k12.or.us and electronically on the District Web Site at www.hsd.k12.or.us .

**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.

HILLSBORO SCHOOL DISTRICT 1J
April 23, 2024
STUDENT PRESENTATION – BROWN MIDDLE SCHOOL JAZZ ENSEMBLE

Script –

This evening, it is my pleasure to introduce students from the Brown Middle School Jazz Ensemble. These are a mix of 7th & 8th grade students, along with their teacher Matthew Carr. They rehearse on Wednesdays after school for 45 minutes. The objective of the ensemble is to expose the students to a variety of musical styles including, Swing, Latin, Rock and Funk. It is in this class that they begin to scratch the surface of the art of improvisation, which in essence is the cornerstone of what defines Jazz. Tonight will be their first performance of the year. Please help me welcome the Brown Middle School Jazz Ensemble students, as they perform for us tonight.

PROCLAMATION

The Hillsboro School District acknowledges that Asian Pacific Islanders have lived and worked in Oregon since its early days, contributing to the state’s rich history, economy, and culture.

The Hillsboro School District knows that Asian Pacific Islanders have helped advance our community’s prosperity through their contributions to all fields of education, business, the arts, economic development, science, and technology, among others.

The Hillsboro School District recognizes that Asian Pacific Islanders history is marked by a struggle for freedom, equality, and justice, prevailing over the adversity of exclusion, persecution, incarceration, and disparities.

The Hillsboro School District understands that the vibrant history and diverse cultures of Oregon’s Asian Pacific Islanders are here to be honored as a central part of our state’s story and shared across all Oregon communities.

The Hillsboro School District celebrates that the month of May is nationally recognized as a time to celebrate the contributions of Asian Pacific Islanders to our society and collective history.

The Board of Education of the Hillsboro School District do hereby proclaim the month of May 2024 to be:

ASIAN PACIFIC ISLANDER HERITAGE MONTH



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

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District acknowledges that school nurses act as a liaison to the school community, families, and healthcare providers on behalf of student's health.

The Hillsboro School District knows that students today face complex and life-threatening health problems requiring care in school and we appreciate the role that school nurses play in the lives of students.

The Hillsboro School District recognizes that school nurses have served a critical role in improving student health and in ensuring student's academic success for more than 100 years.

The Hillsboro School District understands that school nurses are the link between health and learning and are in a position to make a positive difference for students every day.

The Hillsboro School District offers gratitude for school nurses, who contribute to our local communities by helping students stay healthy, in school, and ready to learn.

The Board of Education of the Hillsboro School District do hereby proclaim the week of May 6-10, 2024, to be:

SCHOOL NURSES APPRECIATION WEEK



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

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District celebrates teachers who mold future community members through guidance and education.

The Hillsboro School District honors teachers who are constantly learning so they can adapt to the ever-changing needs of a diverse population in order to open students' minds to ideas, knowledge, and dreams that reach beyond the limits of their present circumstances.

The Hillsboro School District thanks teachers who contribute to the growth of our District, city, state, and nation by providing high-quality, equitable education to all students.

The Hillsboro School District recognizes that teachers spend countless hours preparing lessons, evaluating progress, counseling, and coaching students.

The Hillsboro School District salutes teachers in their work to inspire students to discover endless possibilities for success.

The Board of Education of the Hillsboro School District do hereby proclaim the week of May 6-10, 2024, to be:

TEACHER APPRECIATION WEEK



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

Hillsboro School District Board of Directors

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

March 12, 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	Jordan Beveridge, Information Technology Officer
See Eun Kim, virtual	Rose Roman, Executive Assistant to the Board
Erika Lopez	
Patrick Maguire	<u>Others Present:</u>
Nancy Thomas	Greg McKenzie
Monique Ward, virtual	

- A. Call to Order Executive Session
Board Chair Mark Watson called the meeting to order at 5:16 PM, and moved the Board into executive session under 192.660(2)(i) - Evaluation of the Superintendent.

- B. ORS 192.660(2)(i) - Evaluation of the Superintendent
Consultant Greg McKenzie discussed the evaluation process. Board members asked questions and made comments.

- C. Recess Executive Session
Board Chair Mark Watson moved the Board out of executive session and recessed the meeting at 5:48 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
See Eun Kim, virtual	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, Communications Officer
Patrick Maguire	Kona Lew-Williams, Human Resources Officer
Nancy Thomas	Michelle Morrison, Financial Officer
Monique Ward, virtual	Saideh Haghighi 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	David Nieslanik, Executive Director of High Schools
	Rose Roman, Executive Assistant to the Board
	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
	Mary Kay Babcock, HEA President

- A. Call to Order Work Session
Board Chair Mark Watson called the meeting to order at 5:54 PM.
- B. Supplement Transportation Plan
Operations Officer Saideh Haghighi Khochkhou introduced the topic and introduced Executive Director of Transportation Carol Hatfield. Carol Hatfield presented the Supplemental Transportation Plan including defining the OAR, Safe Routes to Schools, and Hazard Area Maps. Board members asked questions and made comments.
- C. Oak Street Campus Update
Assistant Superintendent Audrea Neville introduced the topic and introduced Executive Director of High Schools David Nieslanik. David Nieslanik discussed the why of Oak Street, Oak Street Campus Programs, Pathways Center, HSD Early College, re-engagement data, diploma plus program, GED program, Partnership with Washington County, Adjudicated Youth, Hillsboro Big Picture, PEARL, Parenting & Pregnant Students, and Hillsboro Online Academy. Board members asked questions and made comments.
- D. Inclement Weather Days Update
Superintendent Travis Reiman shared information on the inclement weather days. He discussed summer programming and explained the state funding associated with it. Superintendent Reiman read a statement regarding the events at Century High School. Board members provided comments.
- E. Recess Work Session
Board Chair Mark Watson recessed the work session at 7:06 PM.

3. **REGULAR SESSION**

Board Present:	Staff Present:
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, Communications Officer
Patrick Maguire	Kona Lew-Williams, Human Resources Officer
Nancy Thomas	Michelle Morrison, Financial Officer
Monique Ward, virtual	Saideh Haghighi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
Student Representatives Present:	Francesca Sinapi, Equity, Access and Engagement Officer
Aliannah Shalika	Jenny Cary, Coordinator of Mental and Behavioral Health
Hadley Brathapan	Maritza Carranza, District Youth Drug Alcohol Counselor
	Rose Roman, Executive Assistant to the Board
	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
	Mary Kay Babcock, HEA President

- A. Call to Order and Flag Salute
Board Chair Mark Watson reconvened the meeting at 7:14 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement
Board Chair Mark Watson read the Land Acknowledgement.
- C. Proclamations
1. National Volunteer Week
Director See Eun Kim read the National Volunteer Week Proclamation.
- D. Approval of Agenda
Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, to approve the agenda as printed.

The MOTION CARRIED (7-0).

Director Patrick Maguire inquired about the substitute staffing service agenda item.
- E. Audience Time
Three audience members requested to address the Board.
Stacy Carrillo spoke regarding the incident at Century High School.
Elizabeth Welsh spoke regarding the incident at Century High School.
Carissa Shrouf spoke regarding SPED neighborhood schools initiative.
Superintendent Travis Reiman read a statement regarding the events at Century High School.
- 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 Patrick Maguire, to approve the Consent Agenda as printed.

The MOTION CARRIED (7-0).

No discussion took place.

Consent Agenda items were as follows:

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

G. Reports and Discussions

1. 2023-2024 Drug, Alcohol and Tobacco Prevention Plan

Assistant Superintendent Brooke Nova introduced the topic. Coordinator of Mental and Behavioral Health Jenny Cary discussed the plan, continuum of support, HSD staff investments, substance use referral data, 8th grade final results, connections and outreach, internal supports, school-based services, and other community partnerships. District Youth Drug Alcohol Counselor Maritza Carranza discussed drug and alcohol continuum of support, substance-use counselors referral process, family and student resources, and data on referrals to counselors.

2. Financial Report

Financial Officer Michelle Morrison highlighted the work in the District between Portland Community College and Virginia Garcia Memorial Health Center.

H. Action Items

1. Adopt 2024-2025 School Calendar

Human Resources Officer Kona Lew-Williams presented the 2024-25 calendar.

Director Nancy Thomas MOVED, SECONDED by Director Patrick Maguire, that the Board of Directors adopt the proposed 2024-2025 calendar.

The MOTION CARRIED (7-0).

Board members provided comment.

2. Approve High School Course - AP Art History

Director Erika Lopez MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors adopt the proposed course AP Art History.

The MOTION CARRIED (7-0).

No further discussion took place.

3. Adopt Inter-District Transfers Plan

Communications Officer Beth Graser provided background information

Director Ivette Pantoja MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors adopt the inter-district transfers plan for the 2024-25 school year.

The MOTION CARRIED (7-0). 13

Board members asked questions.

4. Adopt Supplemental Transportation Plan
Director Patrick Maguire MOVED, SECONDED by Director Erika Lopez, that the Board of Directors adopt the Supplemental Transportation Plan.

The MOTION CARRIED (7-0).

Chair Mark Watson thanked staff for the presentation.

5. Award Contract for Substitute Staffing Service
Financial Officer Michelle Morrison provided background information.

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, 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.

The MOTION CARRIED (6-0-1). Director Patrick Maguire abstained.

Board members asked questions and provided comment.

I. HCU / HEA Reports

HCU Communications Officer and Tech Support II Manuel Cota introduced himself, provided the HCU update and congratulated (Bargain team member) Michelle Davis from Liberty HS for her Crystal Apple nomination.

HEA President Mary Kay Babcock discussed OEA recommendations, summer school funding, CEP lunch funding, gave a bargaining update, congratulated new Liberty High School Principal Dennis Joule, thanked Superintendent Reiman for inclement weather update and addressing CHS issue.

J. Discussion Time

1) Student Representatives' Time

Aliannah Shalika thanked staff for the Oak Street Campus update, as an OSC student she will graduate with her diploma and her associated degree. She also shared that she was accepted to University of California Irvine.

Hadley Brathapan stated that he has a choir concert next week and that there is Asian Pacific Islander Heritage Month assembly in the works at Hilhi.

2) Superintendent's Time

Superintendent Travis Reiman congratulated Aliannah Shalika on her acceptance to college and all the student reps on their work at their schools. He highlighted the crystal apple nominations and upcoming awards ceremony. He introduced Dennis Joule as the new principal at Liberty High School. He highlighted the Secretary of Labor visit to HSD, the partnership with Washington County Juvenile Services, HSD Dual language options, Welding and PCC labs.

3) Board of Directors' Time

Director See Kim provided no comment.

Director Monique Ward provided no comment.

Director Erika Lopez highlighted safety and security in HSD.

Director Nancy Thomas thanked the audience members for sharing their thoughts in regard to Century High School and appreciated Superintendent Travis Reiman for his statement. She also welcomed the new principal at Liberty High School.

Director Patrick Maguire thanked community members, highlighted the crystal apple nominations and banquet.

Board Vice Chair Ivette Pantoja provided no comment.

Board Chair Mark Watson reminder the Board that he will not be at next meeting in person and that Vice Chair Pantoja will be running the meeting, highlighted crystal apple awards, student representative recruiting, and addressed CHS events.

K. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 8:50 PM.

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

April 9, 2024

District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. Executive Session

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair, virtual	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez, virtual	Beth Graser, Communications Officer
Patrick Maguire, virtual	Michelle Morrison, Financial Officer
Nancy Thomas	Saideh Haghighi Khochkhou, Operations Officer
Monique Ward, virtual	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 Vice Chair Ivette Pantoja called the meeting to order at 5:15 PM, and moved the Board into executive session under 192.660(2)(d) - Labor Negotiator Consultation.

B. ORS 192.660(2)(d) - Labor Negotiator Consultation

Financial Officer Michelle Morrison presented a Labor Negotiator update. Vice Chair Ivette Pantoja provided an update on Classified bargaining from the Board member perspective. Chair Mark Watson provided an update on Licensed bargaining update from the Board member perspective. Board members asked questions and provided feedback.

C. Recess Executive Session

Board Vice Chair Ivette Pantoja moved the Board out of executive session and recessed the meeting at 5:28 PM.

2. WORK SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair, virtual	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim, virtual	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez, virtual	Beth Graser, Communications Officer
Patrick Maguire, virtual	Michelle Morrison, Financial Officer
Nancy Thomas	Saideh Haghighi Khochkhou, Operations Officer
Monique Ward, virtual	Jordan Beveridge, Information Technology Officer
	Francesca Sinapi, Equity, Access and Engagement Officer
<u>Student Representatives Present:</u>	Dave Peterson, Executive Director of Facilities
RJ Panlilio, virtual	Rian Petrick, Director of Extracurricular Services and Athletics
	Becky Kingsmith, Director of Teaching and Learning
<u>Others Present:</u>	Gina McLain, Director of Teaching and Learning
Joe Everton, CCAC Chair	Carissa Fleming, TOSA OSP
	Aurora Lopez, TOSA OSP
	Rose Roman, Executive Assistant to the Superintendent
	Ciara Hartzell, Technology Support
	Idania Romo, Language Liaison
	Mary Kay Babcock, HEA President

- A. Call to Order Work Session
Board Vice Chair Ivette Pantoja called the meeting to order at 5:34 PM.
- B. Facilities and Maintenance Update
Operations Officer Saideh Haghighi Khochkhou introduced the topic and introduced Executive Director of Facilities Dave Peterson. Dave Peterson discussed the Facilities team, the buildings that they support, the outdoor maintenance they provide, the work order system, custodial services, maintenance services, and the 2023-24 projects. Board members asked questions and provided feedback.
- C. District Fees Update
Information Technology Officer Jordan Beveridge discussed the District fees update, including the reason for the update, goals, the committee process, PAC and community feedback, activities that it will affect, fees update and levels, fees updates application, and the communication plan.
- D. Extracurricular Athletic and Activities Report - Strategic Plan Goal #3B
Assistant Superintendent Brooke Nova introduced the topic and introduced Director of Extracurricular Services and Athletics Rian Petrick. Rian Petrick discussed the goals of the Extracurricular Service and Athletics department, extracurricular access celebrations, theater and dance, art and science, soccer and track, Unified and Best Buddies programs, high school mentors and tutors, CTE summer camps and after school programs, HSD activity scholarship pilot, community feedback, and extracurricular summit. Board members asked questions and provided feedback.

- E. First Read - Curriculum Approval: K-12 Social Studies
Assistant Superintendent Brooke Nova introduced the topic and the presentation team. Director of Teaching and Learning Gina McLain discussed the adoption timeline, equity focus, guiding principles and goals, virtual caravan, and curricula finalists. OSP TOSA Aurora Lopez discussed the comparison of the K-5 finalists, and the visits of the CCAC to piloting classrooms. OSP TOSA Carissa Fleming discussed the comparison of the 6-8 and 9-12 finalists, and the visits of the CCAC to piloting classrooms. Director of Teaching and Learning Becky Kingsmith discussed the recommendation of piloting teachers, and the recommended instructional package. CCAC Chair Joe Everton shared committee feedback. Board members asked questions and provided feedback.
- F. Health and Education Workforce Partnership Update
Assistant Superintendent Brooke Nova introduced the topic and discussed the health and education workforce pipeline. Financial Officer Michelle Morrison discussed the process timeline including funding and the Block 56 development site. Operations Officer Saideh Haghghi Khochkhoh discussed current and next step, finalized MOU, the upcoming meeting with City of Hillsboro, and the on-site outreach example. Board members provided feedback.
- G. Board Goals Update
Superintendent Travis Reiman discussed the plans to meet with leaders from surrounding municipalities in the coming months at Board meetings and at the Cabinet level. Board Chair Mark Watson expressed his excitement at meeting with the other leaders. Vice Chair Ivette Pantoja shared a partial list of community events that Board members have participated in this year including the Faith Luncheon, Biz Town, National Engineers Week, reading to students at school, school visits, Superintendent coffee chats, choir concerts, athletic events, delivered apples to schools, and town halls.
- H. Discuss 2024-25 Board Meeting Dates
Superintendent Travis Reiman discussed potential 2024-25 Board meeting dates. Board members asked questions and provided feedback.
- I. Action Items
1. Approve Inclement Weather Waiver
Assistant Superintendent Brooke Nova discussed the inclement weather waiver.

Director Nancy Thomas MOVED, SECONDED by Director Mark Watson, approve the request to submit the Oregon Department of Education Inclement Weather Waiver offered by Governor Kotek.

The MOTION CARRIED (7-0).

No further discussion took place.
- J. Discussion Time
1) Student Representatives' Time
RJ Panlilio shared his appreciation for the presentations, thanked GHS custodians, participated in 5 musical shows including Mr. Glencoe, accepted into many colleges, and Glencoe Choir participated in District and qualified for State.

2) Superintendent's Time

Superintendent Travis Reiman congratulated student representative RJ Panlilio. He highlighted the upcoming Crystal Apple awards on April 25, AAPI event on May 2, and the Proud to Be HSD Festival at the Farmers Market in downtown Hillsboro on May 11. He thanked Dave Peterson, Rian Petrick and the curriculum team for the presentations and work they do.

3) Board of Directors' Time

Director See Kim gave no comment.

Director Monique Ward congratulated student representative RJ Panlilio and complimented him on his last play that she went to see him perform, congratulated Vice Chair Ivette Pantoja on a good job filling in and thanked staff for the presentations and answering her questions.

Director Patrick Maguire highlighted the Liberty High School robotics team featured in Hot News.

Director Erika Lopez highlighted her return from NSBA conference in New Orleans where Ruby Bridges was the keynote speaker, and reminded Board members that the statement of economic interest is due April 15 for elected officials.

Director Nancy Thomas gave no comment.

Board Chair Mark Watson thanked Vice Chair Ivette Pantoja for running an excellent meeting, commented that he saw an amazing eclipse in Chicago yesterday, highlighted upcoming Superintendent coffee chats, looking forward to Bus Lunch and Learn, congratulated student representative RJ Panlilio, student rep recruiting underway and Board member opportunity to serve on interview committee.

Board Vice Chair Ivette Pantoja thanked staff for their work and presentations and shared that her business hired an intern that is an Oak Street Campus student.

K. Adjourn Meeting

Board Vice Chair Ivette Pantoja adjourned the meeting at 7:35 PM.

HILLSBORO SCHOOL DISTRICT 1J
April 23, 2024
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

A. Ratify the acceptance of the retirement of the following licensed personnel:

Christine Caputo

Assignment: 1.0 FTE 3rd Grade Teacher
Location: Groner Elementary School
Effective Date: June 14, 2024
Years of Service: 27 years

Kayse Durgan

Assignment: 1.0 FTE Music Teacher
Location: Witch Hazel Elementary School
Effective Date: June 14, 2024
Years of Service: 39 years

San Juanita Gloria Hernandez

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

Kathryn Newman

Assignment: 1.0 FTE Student Success Coach/General Education
Specialist
Location: Brookwood Elementary School
Effective Date: June 14, 2024
Years of Service: 32 years

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

Jennifer Bankston

Assignment: 1.0 FTE 5th Grade Teacher
Location: Lenox Elementary School
Effective Date: June 14, 2024

Thomas Byrne

Assignment: 1.0 FTE Temporary 6th Grade Teacher
Location: Tamarack Elementary School
Effective Date: March 13, 2024

Mathew Ensign

Assignment: 1.0 FTE Elementary Resource Specialist
Location: Quatama Elementary School
Effective Date: June 14, 2024

Daphne Erikson

Assignment: 1.0 FTE 3rd/4th Grade Teacher
Location: Mooberry Elementary School
Effective Date: June 14, 2024

Xylecia Fynn Aikins

Assignment: 1.0 FTE TOSA – Secondary Universal Supports
Location: Office for School Performance
Effective Date: April 25, 2024

Nichole Jorgensen

Assignment: 1.0 FTE English Learner Specialist
Location: Quatama Elementary School and North Plains
Elementary School
Effective Date: June 14, 2024

Valerie Midkiff

Assignment: 1.0 FTE English Learner Specialist
Location: Brookwood Elementary School
Effective Date: June 14, 2024

Kira Wright

Assignment: 1.0 FTE Speech Language Pathologist
Location: Farmington View Elementary School, Groner Elementary
School
Effective Date: June 14, 2024

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

Eliazar Andrade

Education: BA – American Military University, Charles Town, WV
Experience: None
Assignment: 1.0 FTE School Counselor – Century High School

Anya Buyense

Education: BA – San Francisco State University, San Francisco, CA
Experience: None
Assignment: 1.0 FTE Academic Intervention Teacher – Glencoe High School

AhLexzia Caso

Education: BA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE 1st Grade Teacher – Brookwood Elementary School

Mary Cox

Education: BA- Oregon Health & Science University, Portland, OR
Experience: None
Assignment: 1.0 FTE District Nurse – Student Services

Kavitha Gowda

Education: MA – George Fox University, Newberg, OR
Experience: None
Assignment: 1.0 FTE 4th Grade Teacher – Tamarack Elementary School

Jenna Siegel

Education: BA – Western Oregon University, Monmouth, OR
Experience: 1 year
Assignment: 1.0 FTE Physical Education Teacher – Evergreen Middle School

Szabolcs Study

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: None
Assignment: 1.0 FTE General Education Specialist – Ladd Acres Elementary School

Kasiah White

Education: BA – Washington State University, Pullman, WA
Experience: None
Assignment: 1.0 FTE Art Teacher – Century High School

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

Carol Moore

Education: BA – University of Hawai'i, Manoa, HI
Experience: 4 years
Assignment: 1.0 FTE Kindergarten – Reedville Elementary School

HILLSBORO SCHOOL DISTRICT 1J
April 23, 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 77: Summer Work Opportunities for 10 Month Staff

There is an efficiency created by a well-coordinated and defined set of operational systems when the Business Office and Human Resources collaborate regarding Summer Work Opportunities for 10 month staff. Working with leadership of the Office of School Performance, Facilities, Nutrition Services, and Transportation, communication and survey has been sent to all 10 month staff. This is an effort to generate interest in summer work as well as gain clarity around whether or not they are declining the offer of employment during the school break period.

Business Functions and Reporting

Jennifer Zavatsky, Finance Manager, has been working on a “best practice” project for the District’s chart of accounts. Accounting principles include maintaining a “minimum” number of accounts to accurately reflect financial reports. Over the last 13 years, the chart of accounts has grown exponentially to accommodate temporary items. Jennifer is working with the business office, department, and school staff to create a standard for new accounts and archive old accounts. This project will increase ease of use and accuracy in reporting.

Christy Woodard, Fiscal Planning Specialist, has been working closely with the Office of School Performance to prepare and implement the new Summer Program Grant with ODE. The application process is challenging and the window is very short to ensure Hillsboro students have access to the robust Summer Programs that the grant funds can provide.

Employee Services

Daphne Fisk, Benefits Supervisor, has been working with consultants to streamline the process for staff participating in the “Preferred Plans” offered for medical insurance. The District offers Preferred Plans that couple medical plans from MODA and Kaiser with a Health Reimbursement Arrangement. Once the deductible has been met, participants must file the “Explanation of Benefits” provided by the insurer to a 3rd party for reimbursement. Thanks to Daphne’s advocacy with the insurers and support from the Oregon Educators Benefit Board (OEBB), at least MODA will be processing a claims feed directly to the vendor so that participants can receive reimbursement quickly and without having to process paperwork. This will ensure that staff are getting the most benefits possible from the Preferred Plan.

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.

There are no March donations to report that were valued at \$5,000 or more.

Workers' Compensation Report

The table below includes workers' compensation claims reported month to date through March 31, 2024.

The District has received 70 new workers' compensation claims year to date, and a total of four (4) claims for the month of March.

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	4
April	13	10	
May	8	11	
June	9	9	
Yearly Total:	112	103	70

Student Incident Report

Student incident data below is month to date through March 31, 2024. Injuries to the head were the most common type of injury due to slip and fall and/or collision with another student or object. The 911 transport is driven by students having seizures.

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	55	.29	8
April	69	0.27	9			
May	83	0.26	9			
June	28	N/A	5			
Yearly Total:	782	0.20	49	409	.32	39

Vehicle Accidents

In March there were only two (2) 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 morrisom@hsd.k12.or.us.

HILLSBORO SCHOOL DISTRICT HILLSBORO SCHOOL DISTRICT 1J

2023-24

MONTHLY FINANCIAL REPORT - as of March 31, 2024

	1st Quarter	2nd Quarter	January	February	March	3rd Quarter	Fiscal YTD	Budget		Fiscal YTD	
Revenues	Actual	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	\$1,810,084.52	\$3,598,463.64	\$94,409,925.13	\$93,524,331.00	100.95%	\$90,265,229.55	102.01%
Interest	\$258,707.90	\$475,848.42	\$290,062.85	\$0.00	\$230,080.10	\$520,142.95	\$1,254,699.27	\$639,744.00	196.13%	\$1,166,241.46	233.08%
Local Sources	\$231,893.30	\$575,960.29	\$171,395.53	\$374,419.98	\$277,492.67	\$823,308.18	\$1,631,161.77	\$2,751,130.00	59.29%	\$1,401,804.13	77.96%
Total Local	\$840,284.19	\$91,513,587.21	\$1,989,999.73	\$634,257.75	\$0.00	\$4,941,914.77	\$97,295,786.17	\$96,915,205.00	100.39%	\$92,833,275.14	102.26%
County/ESD	\$15,344.06	\$1,427,221.58	\$297,503.94	\$212,707.00	\$240,877.08	\$751,088.02	\$2,193,653.66	\$5,255,911.00	41.74%	\$3,364,529.04	75.56%
State Sources	\$49,583,764.13	\$37,176,706.62	\$12,165,410.07	\$13,541,846.26	\$12,165,410.07	\$37,872,666.40	\$124,633,137.15	\$154,252,132.00	80.80%	\$123,104,263.99	82.02%
Federal Sources	\$0.00	\$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	0.00%
Adjusted Beginning Balance*	\$12,688,776.12	\$0.00	\$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	\$63,128,168.50	\$130,117,515.41	\$12,462,914.01	\$13,754,553.26	\$0.00	\$43,565,669.19	\$236,811,353.10	\$269,247,687.00	87.95%	\$240,496,099.17	90.24%
Expenditures											
Instruction											
Salaries	\$8,288,862.63	\$24,450,842.02	\$8,141,373.32	\$8,137,519.65	\$7,985,630.86	\$24,264,523.83	\$57,004,228.48	\$83,657,609.00	68.14%	\$54,900,674.47	64.90%
Benefits	\$4,138,844.54	\$12,188,537.64	\$4,086,458.67	\$4,054,679.85	\$4,044,797.85	\$12,185,936.37	\$28,513,318.55	\$43,442,929.00	65.63%	\$26,883,537.11	58.95%
Purchased Service	\$2,050,223.65	\$3,618,418.53	\$964,361.50	\$783,357.25	\$1,176,341.08	\$2,924,059.83	\$8,592,702.01	\$14,493,546.00	59.29%	\$7,493,645.57	48.48%
Supplies/Materials	\$1,370,580.36	\$848,418.83	\$104,913.83	\$145,206.52	\$113,069.89	\$363,190.24	\$2,582,189.43	\$5,960,742.00	43.32%	\$1,517,174.84	27.79%
Capital Purchases	\$18,906.55	\$5,119.95	\$0.00	\$0.00	\$8,099.00	\$8,099.00	\$32,125.50	\$0.00	0.00%	\$10,568.00	0.00%
Other	\$117,264.46	\$21,893.60	\$1,609.00	\$3,569.00	\$19,361.54	\$24,539.54	\$163,697.60	\$1,370,504.00	11.94%	\$209,400.97	18.43%
Total Instruction	\$15,984,682.19	\$41,133,230.57	\$13,298,716.32	\$13,124,332.27	\$13,347,300.22	\$39,770,348.81	\$96,888,261.57	\$148,925,330.00	65.06%	\$91,015,000.96	59.78%
Support Services											
Salaries	\$9,564,017.39	\$13,341,138.26	\$4,408,461.65	\$4,477,404.62	\$4,578,845.44	\$13,464,711.71	\$36,369,867.36	\$53,701,063.00	67.73%	\$33,386,784.79	65.03%
Benefits	\$4,926,269.82	\$7,168,218.08	\$2,409,641.98	\$2,529,999.36	\$2,404,710.72	\$7,344,352.06	\$19,438,839.96	\$27,886,659.00	69.71%	\$18,045,245.36	65.20%
Purchased Service	\$3,673,454.69	\$3,754,564.93	\$1,098,104.37	\$1,265,246.52	\$2,099,298.47	\$4,462,649.36	\$11,890,668.98	\$9,303,628.00	127.81%	\$10,574,967.89	112.72%
Supplies/Materials	\$4,810,180.88	-\$991,752.56	\$285,333.83	\$567,165.70	\$565,319.95	\$1,417,819.48	\$5,236,247.80	\$3,826,284.00	136.85%	\$4,294,641.27	129.61%
Capital Purchases	\$88,044.59	\$274,216.13	\$55,790.90	\$9,208.90	\$103,804.95	\$168,804.75	\$531,065.47	\$418,902.00	0.00%	\$176,572.01	0.00%
Other	\$2,178,475.10	\$236,154.31	-\$2,134.92	\$69,347.60	-\$11,749.48	\$55,463.20	\$2,470,092.61	\$879,744.00	280.77%	\$2,855,267.48	413.99%
Total Support	\$25,240,442.47	\$23,782,539.15	\$8,255,197.81	\$8,918,372.70	\$9,740,230.05	\$26,913,800.56	\$75,936,782.18	\$96,016,280.00	79.09%	\$69,333,478.80	75.03%
Community Services											
Salaries	\$82,060.44	\$115,241.78	\$12,533.78	\$30,622.51	\$28,495.12	\$71,651.41	\$268,953.63	\$368,744.00	72.94%	\$247,750.43	83.87%
Benefits	\$45,253.16	\$69,048.56	\$10,414.21	\$18,408.41	\$17,798.81	\$46,621.43	\$160,923.15	\$191,487.00	84.04%	\$139,611.33	87.67%
Purchased Service	\$22,571.79	\$40,244.55	\$3,403.61	\$6,647.88	\$3,430.73	\$13,482.22	\$76,298.56	\$63,886.00	119.43%	\$39,953.50	74.02%
Supplies/Materials	\$4,946.76	\$12,142.74	\$990.65	\$2,169.95	\$1,996.00	\$5,156.60	\$22,246.10	\$26,273.00	84.67%	\$16,014.90	84.00%
Capital Purchases	\$0.00	\$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	\$0.00	\$6,041.00	0.00%	\$0.00	0.00%
Total Community Services	\$154,832.15	\$236,677.63	\$27,342.25	\$57,848.75	\$51,720.66	\$136,911.66	\$528,421.44	\$656,431.00	80.50%	\$443,330.16	83.39%
Capital Projects											
Purchased Service	\$0.00	\$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	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	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	0.00%
Transfers	\$0.00	\$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	\$0.00	\$10,449,646.00	\$10,449,646.00	100.00%	\$11,766,035.00	100.00%
Total Expenditures	\$51,829,602.81	\$65,152,447.35	\$21,581,256.38	\$22,100,553.72	\$23,139,250.93	\$66,821,061.03	\$183,803,111.19	\$256,047,687.00	71.78%	\$181,057,844.92	70.46%

Interest Earnings	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
General Fund	\$258,707.90	\$564,627.92	\$1,014,950.79	\$0.00	\$1,838,286.61
Debt Service Fund	\$63,582.21	\$236,264.48	\$445,994.25	\$0.00	\$745,841.94
Capital Projects Fund	\$150,713.13	\$228,124.41	\$86,205.01	\$0.00	\$465,042.55
Total Earnings	\$473,003.24	\$1,029,016.81	\$1,547,150.05	\$0.00	\$3,049,170.10

HILLSBORO SCHOOL DISTRICT 1J
April 23, 2024
ACCEPT GIFTS AND DONATIONS
(as of March 31, 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.

There are no March donations to report that were valued at \$5,000 or more.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
April 23, 2024
NOTICE OF INTENT TO PURCHASE - CHROMEBOOKS

SITUATION

The District needs to purchase Chromebooks, management licenses and extended warranty to replace aging Chromebooks at the secondary level. The District evaluated several different manufacturers to select the best value and feature combination. This purchase will not exceed \$4,100,000.

Devices and Services to be purchased are:

- Acer R756T Chromebook
- Accidental Damage Protection
- Extended Warranty
- Google Chrome OS Management

The District is purchasing these devices using a Cooperative Purchasing Agreement from the Organization for Educational Technology and Curriculum (OETC). The District has the benefit of participating in a cooperative purchasing agreement, an exception to the public procurement requirements for conducting a request for proposal on purchases over \$150,000. Hillsboro School District 1J is permitted to join cooperative purchasing agreements under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements). Notice of intent to purchase on a cooperative purchasing agreement was advertised in Daily Journal of Commerce Oregon (DJCOregon) on April 10-17, 2024.

RECOMMENDATION

The Superintendent recommends the Board of Directors acknowledge the Notice of Intent to Purchase of Chromebooks, management licenses, and extended warranties from OETC by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

I move that the Board of Directors acknowledge the Notice of Intent to Purchase of Chromebooks, management licenses, and extended warranties from OETC by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

HILLSBORO SCHOOL DISTRICT 1J
April 23, 2024
APPROVE 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 approve the annual revisions of the Hillsboro School District Drug, Alcohol and Tobacco Prevention Plan.

I move that the Board of Directors approve the annual revisions of the Hillsboro School District Drug, Alcohol and Tobacco Prevention Plan.

HILLSBORO SCHOOL DISTRICT 1J
April 23, 2024
APPROVE CURRICULUM: K-12 SOCIAL STUDIES

SITUATION

Board approval is required for all proposed new curriculums. Once a curriculum has been approved, it may be offered in the Hillsboro School District.

A new curriculum proposal, Teachers' Curriculum Institute (TCI), has been submitted by Gina McLain, Director of Elementary Teaching & Learning, and Becky Kingsmith, Director of Secondary Teaching & Learning. TCI K-12 social studies programs and resources, available in both English and Spanish, support the needs of students and educators with easy-to-implement, interactive curriculum that is comprehensive and blends print and digital materials. The curriculum includes hands-on and blended learning lessons that are flexible enough to adapt to the demands of the classroom. In the TCI classroom, students go beyond memorizing dates and facts. They construct arguments, analyze primary sources, interact with images and videos, and participate in rich discussion through TCI's inquiry-based approach to learning.

The proposal was presented to the CCAC at its regular meeting on April 1, 2024. The Board heard the curriculum proposal on April 9, 2024, and is being asked to approve the course this evening. In order to ensure we purchase and receive all materials by June 30, 2024, we have adjusted the timeline. We want to ensure we are able to purchase our K-12 social studies curriculum out of the 2023-24 HSD fiscal year's budget as we planned for.

Please reference:

Hillsboro School District Social Studies Executive Summary one pager:

[Social Studies Adoption Executive Summary \(K-12\)](#)

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the proposed K-12 TCI Social Studies curriculum.

I move that the Board of Directors approve the proposed K-12 TCI Social Studies curriculum.

HILLSBORO SCHOOL DISTRICT 1J
April 23, 2024
FIRST READING – POLICIES

SITUATION

The Hillsboro School District has contracted with Oregon School Boards Association (OSBA) to receive a quarterly policy update.

Policy language must meet the following criteria:

- * Legally mandated or legally wise
- * Harmonize with District’s existing collective bargaining agreements
- * Reflect current District practice

The Superintendent and Cabinet members have reviewed the policy listed below, and are presenting it to the Board for first reading:

- * Policy in Section E – Support Services
 - * EFAA: District Nutrition and Food Services

RECOMMENDATION

The Superintendent recommends that the Board of Directors review the first reading of policies of the District’s policy manual.



Code: **EFAA**
Adopted: 6/13/17
Revised/Readopted: 3/12/19
Orig. Code: EFAA

District Nutrition and Food Services**

The District may enter into an agreement with the Oregon Department of Education (ODE) to operate the National School Lunch Program (NSLP) and the Commodity Food Distribution Program (CFDP) by signing a permanent Sponsor-ODE Agreement entitling the District to receive reimbursement for all meals that meet program requirements and to earn USDA Food entitlement based on the number of lunches served.

The permanent agreement shall be signed by the Superintendent or other school official with authority to obligate the District to legally binding contracts, subject to annual ODE renewal, and will include, at the District's option, an agreement to operate the School Breakfast Program (SBP), Summer Food Service Program (SFSP), and the Child and Adult Care Food Program (CACFP). The District recognizes that meals and snacks served by the District will not be eligible for reimbursement until the annual program update is received and approved by ODE.

The permanent Sponsor-ODE Agreement shall include assurances by the District that it will follow regulations of the Child Nutrition Programs that the District is approved to operate, including the following:

1. Free and reduced-price process (updated annually);
2. Financial management of the nonprofit school food service *account*;
3. Civil rights and confidentiality procedures;
4. Meal pattern and nutrition content of meals served;
5. Use and control of commodity foods;
6. Accuracy of reimbursement claims;
7. Food safety and sanitation inspections;
8. Nutrition standards for foods and beverages sold to students;-
9. *Record Keeping and Accounting*;
10. *Annual Training of Program Staff*.

The Superintendent will develop administrative regulations, as necessary to implement this policy and meet the requirements of state and federal law. The regulation(s) will be reviewed and adopted by the Board, as required by law.

END OF POLICY

Legal Reference(s):

[ORS 327.520 to -327.537](#)
[ORS 336.423](#)

[OAR 581-022-2345](#)
[OAR 581-051-0100](#)
[OAR 581-051-0305](#)

[OAR 581-051-0310](#)
[OAR 581-051-0400](#)

Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance, 7 C.F.R. Part 15b (2017).

U.S.D.A., ELIGIBILITY GUIDANCE FOR SCHOOL MEALS MANUAL.

U.S.D.A., FNS INSTRUCTION 765-7 REV. 2: HANDLING LOST, STOLEN AND MISUSED MEAL TICKETS.

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §§ 1758, 1760 (2012).

National School Lunch Program 7 C.F.R. Part 210 (2017)

U.S.D.A. Instruction 113-1 Civil Rights

Donation of Foods for Use in the United States, Its Territories and Possessions and Areas Under its Jurisdiction, 7 C.F.R. Part 250 (2017)

Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. 200 (2017).

Cross Reference(s):

EFA - Local Wellness Program

HILLSBORO SCHOOL DISTRICT 1J
April 23, 2024
INFORMATION – ADMINISTRATIVE REGULATION UPDATE

SITUATION

Updated administrative regulations (ARs) that do not require Board action will be posted in the Board meeting packet for the information of the Board, staff members, and the public.

Policy language must meet the following criteria:

1. Legally mandated or legally wise
2. Harmonize with District's existing collective bargaining agreements
3. Reflect current District practice

The following administrative regulations (AR) have proposed changes:

- Policies in Section E – Support Services
 - EFAA-AR: Reimbursable School Meals
- Policies in Section I – Instruction
 - IGBHA-AR(1): Alternative Education Programs

RECOMMENDATION

The Superintendent recommends that the Board of Directors review the updated administrative regulations.



Code: **EFAA-AR**
Adopted: 11/17
Revised/Readopted: 3/12/19
Orig. Code: EFAA-AR

Reimbursable School Meals

(National School Lunch Program, School Breakfast Program and other federal meal programs)

The District's Nutrition Services Department will be operated in accordance with the following requirements:

Meal Pricing Procedures

1. Reimbursable meals and after-school snacks will be priced as a unit.
2. Reimbursable meals and after-school snacks will be served free or at a reduced price to all children who are determined by the District to be eligible for free or reduced-price meals.
3. Annually, the District will establish prices for reimbursable student meals and after-school snacks. The price charged to students who do not qualify for free or reduced-price meals will be established annually by the District, in compliance with state and federal laws.
4. The price charged to students who qualify for reduced-price meals will be established annually by the District, in compliance with state and federal laws.
5. The District will consider implementing claiming alternative Community Eligibility at schools under its jurisdiction that meet federal, state, and District-identified criteria.

Application Procedures

1. Households receiving Supplemental Nutrition Assistance Programs (SNAP) or Temporary Assistance to Needy Families (TANF) benefits, as identified by Oregon Department of Education (ODE), will be categorically eligible to receive free meals and after-school snacks for the students attending participating Hillsboro Schools.
2. Students officially identified as receiving support through the migrant education program, Runaway and Homeless Youth Act, McKinney-Vento Homeless Assistance Act, federal Head Start and state-funded prekindergarten programs, with income eligibility criteria identical or more stringent than federal Head Start, or are in state or court placement foster care, shall be categorically eligible for free meals and afterschool snacks.
3. Households that submit a confidential application will be notified of their student's eligibility for free or reduced-price meals. Households that are denied free or reduced-price benefits will be notified in writing and/or via email, using ODE-approved content.

4. On a case-by-case basis, when a student is known to be eligible for free or reduced-price meal benefits, and the household fails to submit a confidential application, the Superintendent or designee may complete an application for the student, documenting how he/she knows the household income qualifies the student for free or reduced-price meal benefits. Parents of a student approved for free or reduced-price benefits, when application is made for the student by a school official, will be notified of the decision and given the opportunity to decline benefits.
5. Students who do not qualify for free or reduced-price meals are eligible to participate in the National School Lunch Program (NSLP) and School Breakfast Program (SBP), and will be charged “paid” prices set by the District. “Paid” category students will be treated equally to students receiving free or reduced-price benefits in every aspect of the District’s NSLP, SBP, Summer Food Service Program (SFSP), and Child and Adult Care Food Program (CACFP).
6. The District has established a fair hearing process, under which a household can appeal a decision with respect to the household’s application for benefits or any subsequent reduction or termination of benefits.
7. In the event of major employers contemplating large layoffs in the attendance area of the District, the District will provide confidential applications and eligibility criteria for free and reduced-price meals to the employer for distribution to affected employees.

Financial Management of the Nonprofit School Food Service

1. The District will maintain a nonprofit school nutrition and food service operation.
2. The District will ensure claims for reimbursement are submitted to ODE in an expedient manner, according to program guidance and rules.
3. Revenues earned by the school nutrition and food services department will be used only for the operation or improvement of the NSLP, SBP, CACFP, and SFSP.
4. Lunch and breakfast meals served to teachers, administrators, custodians, and other adults not directly involved with the operation of the District’s nutrition and food services will be priced to cover all direct and indirect costs of preparing and serving the meal.¹
5. District nutrition and food services revenues will not be used to purchase land or buildings.
6. The District will limit its nutrition and food services net cash resources to an amount that does not exceed three months average expenditures.
7. The District will maintain effective control and accountability for, and adequately safeguard, all nutrition and food services’ cash, real and personal property, equipment, and other assets, and ensure they are used solely for nutrition and food services purposes.
8. In the case of impropriety, embezzlement, false claiming, fraud, or other illegal activities, the district Human Resources Department, in consultation with the Oregon Department of Education Child

¹For meals with portion sizes equivalent to student meals, the adult meal price will be no less than the amount of reimbursement for a free-eligible meal, plus the value of commodity foods used in the meal preparation.

Nutrition Programs, will coordinate with local and Federal authorities as outlined by program regulation and law.

9. The District will meet the requirements for allowable NSLP, SBP, CACFP, and SFSP costs, as described in 2 C.F.R. § 200.
10. In purchasing nutrition and food services goods or services, the District will not accept proposals or bids from any party that has developed or drafted specifications, requirements, statements of work, invitations for bids, requests for proposals, contract terms and conditions, or other documents for proposals used to conduct the procurement.
11. All procurement transactions for nutrition and food services goods and services will be conducted according to state, federal, and District procurement standards, using the applicable cost thresholds.

~~11.12.~~ Documentation of activities that are required by policy, law, or rules governing CNP administration shall be retained by the greater of local record retention policy or 3 years, plus the current year (for multi-year contracts, this period begins the final year of use).

~~12.13.~~ In the operation of its nutrition and food services program, the District will purchase food products where at least 50 percent of the ingredients are produced or processed in the United States, whenever possible.

~~13.14.~~ The District may use facilities, equipment, and personnel supported with nutrition and food services revenue to support a nonprofit nutrition program for the elderly, in accordance with the Child and Adult Care Feeding Program (CACFP).

Civil Rights and Confidentiality Procedures

1. The District will not discriminate against any student because of his/her eligibility for free or reduced-price meals.
2. The District will not discriminate against any student or any nutrition and food services employee because of race, color, religion, sex, sexual orientation, parental status, national origin, marital status, disability, or age.
3. The District will assure that all students and nutrition and food services employees are not subject to different treatment, disparate impact, or a hostile environment.
4. Established District procedures will be followed for receiving and processing civil rights complaints related to applications for NSLP, SBP, CACFP, and SFSP benefits and services, and employment practices with regard to the operation of its NSLP, SBP, CACFP, and SFSP. The District will forward any civil rights complaint regarding the District's nutrition and food services to ODE's director of Child Nutrition Programs within three days of receiving the complaint.
5. The District will make written or oral translations of all nutrition and food services materials available to all households who do not read or speak English.
6. The District will maintain strict confidentiality of all information obtained through a confidential application for free and reduced-price meals or direct certification, including students' eligibility for free or reduced-price meals and all household information. The District's NSLP, SBP, CACFP, and

SFSP operators are not required to release any information from a student's confidential application for free or reduced-price meals. No information may be released from a student's eligibility information without first obtaining written permission from the student's parent or legal guardian/adult household member signing the application, except as follows:

- a. An individual student's name and eligibility status may be released without written consent only to persons who operate or administer federal education programs; persons who operate or administer state education or state health programs at the state level; persons evaluating state education assessments; or persons who operate or administer any other NSLP, SBP, Special Milk Program (SMP), SFSP, CACFP, or the Supplemental Nutrition Assistance Program (SNAP);
- b. Any other confidential information contained in the confidential application for free and reduced-price meals (e.g., family income, address, etc.) may be released without written consent only to persons who operate or administer the NSLP, SBP, SMP, CACFP, SFSP, and the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC); the Comptroller General of the United States for audit purposes; and federal, state, or local law enforcement officials investigating alleged violation of any of the programs listed above.

Nutrition and Menu Planning

1. Meals and after-school snacks served for reimbursement will meet the nutrition standards established by the U.S. Department of Agriculture (USDA) and Oregon Smart Snacks Standards.
2. Meals and after-school snacks served for reimbursement will meet at least the minimum NSLP, SBP, SFSP, and CACFP requirements for food item and quantities.
3. Meals served for reimbursement will:
 - a. Meet all calorie range requirements by grade level;
 - b. Meet the maximum required standards set for saturated fat;
 - c. Meet the maximum required standards set for sodium by grade level; and
 - d. Meet the requirement for zero grams of trans fats.
4. The District will use the offer versus serve option when serving NSLP lunches to all students. All students must take at least three of five different food items, including one-half cup of fruit or vegetable offered in program lunches.
5. The District will use the offer versus serve option when serving program breakfasts to all students. All students must take at least two of three menu items, including one-half cup of fruit or vegetable offered in program breakfasts.
6. A copy of the Board minutes adopting the offer versus serve policy for all students in the District for NSLP and SBP, as applicable, will be made available upon request.

Use and Control of Commodity Foods

1. The District will accept and use commodity foods in as large a quantity as may be efficiently utilized in the NSLP, SBP, SFSP, and CACFP.
2. The District will maintain necessary safeguards to prevent theft or spoilage of commodity foods.

3. The value of commodity foods used for any food production other than NSLP, SBP, SFPF, or after-school snacks shall be replaced in the food service inventory.

Accuracy of Reimbursement Claims

1. The District will claim reimbursement only for reimbursable meals and after-school snacks to eligible children.
2. All meals and after-school snacks claimed for reimbursement will be counted at each dining site at a “point of service,” where it can be accurately determined that the meal and afterschool snack meets NSLP, SBP, SFSP, and CACFP requirements for reimbursement.
3. The person responsible for determining reimbursability of meals and after-school snacks will be trained to recognize a reimbursable meal.
4. The District official signing the claim for reimbursement will review and analyze monthly meal and after-school snack counts to ensure accuracy of the claim before submitting the claim to ODE.
5. Annually, by November 15, the District will verify a random sample of applications according to NSLP verification requirements. Instructions for completing the verification process will be sent by ODE to the District in October each year.

Food Safety and Sanitation Inspections

1. The District will maintain necessary facilities for storing, preparing, and serving food and milk.
2. Semiannually, the District will schedule food safety inspections with the county Environmental Health Department for each school or dining site under its jurisdiction.
3. The District will maintain health standards in compliance with all applicable state food safety regulations at each school or dining site under its jurisdiction.

General USDA NSLP/SBP Requirements

1. The District will ensure that no student is denied a meal as a disciplinary action.
2. Breakfast will be served in the morning hours, at or near the beginning of the student’s school day.
3. Lunch will be served between the hours of 10 a.m. and 2 p.m.
4. The District will provide substitute foods for students with a disability² that restricts their diet, when supported by a written statement from a state-licensed health care professional who is authorized to write medical prescriptions. Substitutions will be provided only when a medical statement from the licensed health care professional is on file at the school. The medical statement must state the nature of the child’s impairment, so its effect on the student’s diet is understood, and what must be done to

²To comply with Section 504 as it relates to a student’s severe food allergy, such as milk, gluten, nut or soy, and including but not limited to diabetes, colitis, etc.

accommodate the impairment. The District will not charge more than the price of the school meal, as determined by the child's eligibility status, for meals with the accommodation.

5. The District will control the sale of competitive foods.
6. The District will ensure that potable drinking water will be available to students, free of charge, for consumption in the place where meals are served during meal service.
7. The District will publish and make available meal-charging requirements on the district website. In compliance with Oregon law³, charging of school meals is available at schools that are enrolled to participate in federal meal programs. Further:
 - a. Any student who requests a reimbursable meal shall receive said meal.
 - b. Student account funding or negative balance may not be considered in the receipt of a reimbursable meal.
 - c. Communications regarding details of past-due amounts, monies needed to pay for meals, or negative balances of accounts are to be directed to the parent/guardian of the student and not to the student.
 - d. Students shall not be required to perform work or other assigned duties to receive a reimbursable meal.
8. The sale of foods in competition with the District's Lunch (NSLP) or Breakfast (SBP) programs will be allowed in dining sites during lunch and breakfast periods with Board approval only when all income from the food sales accrues to the benefit of the District's nutrition and food services program, or accrues to a school or student organization approved by the Board, and only when the food items for sale fulfill the Oregon Smart Snacks standards. A copy of the Board minutes approving and defining competitive food sales will be made available upon request. Food sales must be in compliance with state and federal guidelines.
9. Students will be charged for second servings of meals or portions of meals served.

Record Keeping

The following documents will be maintained by the District for three years after the current school year or longer, in the event of an unresolved audit(s), until the audit(s) has been completed:

1. All currently approved and denied confidential applications for free and reduced price meals, and all current direct certification documents, eligibility verification documents and school membership or enrollment lists;
2. Financial records that account for all revenues and expenditures of the District's nonprofit nutrition and food services programs, including procurement documents;
3. Records (i.e., recipes, ingredient lists, and nutrition fact labels or product specifications) that document the compliance with nutrition standards for all program and competitive foods available for sale to students at a school campus;

³ As identified in Oregon Revised Statute (ORS) 327.537.

4. Documents of participation data (e.g., meal counts) from each school in the District to support claims for reimbursement;
5. Production and menu records;
6. Records to document compliance with Paid Lunch Equity;
7. Records to document compliance with Revenue from Non-program Foods; and
8. Internal program monitoring documents for the NSLP, SBP, after-school snacks, SFSP, and CACFP.



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2019-20 Alternative Education Programs

Expanded Options

The program provides an opportunity to attend college-level classes while still in high school, with tuition paid by the District. There is a limit to the number of credits the District can provide, and participation priority is given to students who qualify for the free or reduced-price meal program. Students must be accepted by an eligible public post-secondary Oregon institution, and follow a learning plan agreed upon by the student, staff, and parents to reflect each student's goals.

~~Miller Education Center (MEC)~~ **Oak Street Campus (OSC)** Secondary Programs/Hillsboro Big Picture

This secondary program is located on its own campus. In addition to stressing core curriculum, state standards, and graduation requirements, the program provides students the opportunity to learn responsibility and gain self-esteem through community service projects, challenge courses, and job training. The program also offers a program for teen parents, including on-site childcare, parenting classes, and early childhood education. The low student-to-teacher ratio allows for small group instruction and individual counseling. ~~MEC~~ **OSC** is currently in process to change our curriculum delivery model. Big Picture Learning is a nationally recognized model of instruction that focuses on educating the whole child. ~~Students "Leave to Learn" two days per week. This~~ **and can involve an** internship-based model of ~~that~~ learning directly correlates to Hillsboro School District's strategic objective that all students graduate career- and college-ready.

~~Teen Parent Program (Miller Education Center--West~~ **Oak Street Campus** and Century High School)

Students in grades 9 through 12, who are expecting or have a newborn child (ages 6 weeks to 48 months) have an opportunity to continue their education either at Century High School or Miller Education Center. Understanding how individuals develop, emotionally, socially and psychologically, provides a foundation for healthy families and productive citizens. All members of society influence the growth and development of children; therefore, knowledge and understanding of human development influence individual action and ensure a healthy, promising future for children. The District's program addresses the need for consistent, high-quality criteria for three distinct, but related programs: (1) Child Development and Parenthood Education Program; (2) Career-Based Childhood Care and Education Program; and (3) School-Based Teen Parent Program. These standards support the belief that nurturing children requires knowledge of human development, and the application of that knowledge when interacting with young children.

~~GED Program (Miller Education Center--West~~ **Oak Street Campus**)

Students who are 16 years of age (or within 1 month of their 16th birthday) may opt into the Hillsboro School District GED (General Educational Development) program. ~~MEC--West~~ **OSC** offers tutoring services for students seeking to complete GED requirements. Students can be referred from their home

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schools or walk in to be enrolled. When students have demonstrated the skills necessary to pass the four tests (language arts, mathematics, social studies, and science), they are referred to the education service district (ESD) or one of the PCC testing sites for final testing.

PEARL Middle School Program (~~Miller Education Center—Walnut Street Annex~~ [Oak Street Campus](#))

Students who have been expelled from their home middle school may be placed into the Personalized Education and Real Learning (PEARL) middle school program. Each student receives individualized educational goals based on their academic needs.

PEARL High School Program (~~Miller Education Center—Walnut Street Annex~~ [Oak Street Campus](#))

Students in the PEARL program participate in a place-based learning environment that encourages personal responsibility and credit attainment. They attend the program for the duration of their expulsion, which allows them to stay on track with their credits toward graduation.

Fifth Year Diploma Completion Program ([Diploma+](#)) (~~Miller Education Center—Walnut Street Annex~~ [Oak Street Campus](#))

Students who are within 8 credits of graduating may enroll into the Hillsboro School District High School Completion program. Instructors will create individualized plans, based on proficiency standards that will meet the needs of each student.

Transition Options Program (TOPS) (~~Miller Education Center—Walnut Street Annex~~ [Oak Street Campus](#))

Students who have been accepted into another program OR have transferred into Hillsboro School District with seven weeks or less left in the term may enroll into the Transition Options Program (TOPS), while waiting for placement into their new program. Students may work on-line with Hillsboro Online Academy (HOA) curriculum, or have proficiency lessons created for them, based on their academic levels. Support is also provided for English language learners working toward a high school diploma. TOPS is also an appropriate option for students ages 17 to 21 who are returning to school to obtain the credits they need to transition into other educational options, including other MEC [OSC](#) programs and Portland Community College (PCC) or other post-secondary opportunities.

~~YES to College (PCC)~~

~~PCC's YES to College program benefits students who are 16 to 20 years of age, have dropped out of high school OR may not be able to graduate with their class, are interested in earning their GED as the first step toward college and career, or are non-native English speakers, improving their English proficiency. YES to College pairs each student with a College Success Coach to help them adjust to PCC and college life.~~

~~Gateway to College (PCC)~~

~~The Gateway to College program at PCC serves at-risk youth, ages 16 to 20, who have either struggled in the school setting or are at risk of dropping out. Students simultaneously accumulate high school and college credits, earning their high school diploma, while progressing toward an associate's degree.~~

Early College High School (ECHS) (PCC)

Early College High School (ECHS) is an opportunity for students to blend high school and college in a coherent, personalized, and rigorous education program at Portland Community College. The program is designed as an option for the last two years of high school, and students generally attend PCC full time for

six terms. Tuition is paid by the Hillsboro School District. It is possible for a student to earn a high school diploma, an associate's degree, or up to two years of college credit in their career pathway.

The Early College program is for students who are 16 years of age, live within the Hillsboro School District boundaries, and have the following characteristics:

1. Are mature and ready to take on new challenges;
2. Are the first members of their families to attend college;
3. Are interested in a career area that is not offered at their high school;
4. Are willing to leave their high school and attend PCC full time;
5. Are not comfortable socially or educationally at their traditional high school;
6. Are willing to commit to two years in the program, and complete the required career development coursework;
7. Are concerned that college might not otherwise be an option.

Hillsboro In-School Program (HIP) (Miller Education Center—East)

The Hillsboro In-School Program (HIP) is for low-income, at-risk students. The Hillsboro In-school Program (HIP) is designed for sophomores, juniors, and seniors to participate in a year-round program of support. Students attend several activities during the school year and a summer program. They gain basic skills and pre-employment training, while participating in work-crew activities in the community. Post-secondary campus visits and options are explored. During the summer program, students attend basic skills and pre-employment training classes in the morning, followed by work-crew activities in the afternoon. Counseling and advocacy services are also key components of the program.

Connect (Miller Education Center—East)

Connect is for low-income high school students who are currently out of school and desire relevant career pathway training. Participants engage in work-readiness skills workshops, job shadows, and internships. Job placement opportunities and career pathway options are encouraged while completing GED or post-secondary placement.

Hillsboro Online Academy

Hillsboro Online Academy is the first non-charter, public, online school in Oregon. The Academy features a rigorous, yet flexible, menu of online learning programs, designed to meet the varied needs of students and their families. An individual learning plan is central to the Academy's mission. Also core is connecting students to careers and the community. All online courses are supported by Hillsboro teachers. For more information, visit: www.hillonlineacademy.org.

Home Instruction

Students with health, IEP, or expulsion alternative needs may receive instruction in their homes by District itinerant teachers as an alternative education option. Instruction is arranged with the Director of Alternative Programs, Executive Director of Student Services, principals, and Assistant Superintendent of the Office for School Performance [Academic Services](#).

Oregon National Guard Youth Challenge Program

Oregon Youth Challenge Program (OYCP) is a residential program located east of Bend, Oregon. The program serves youth ages 16 to 18, male and female, who are drug free and have had no previous felony convictions. OYCP targets students who have dropped out of high school or are likely to drop out. Students spend five and one-half months in the Bend facility, during which time they can earn up to eight credits toward a high school diploma or earn a GED. Students then enter a post-residential phase in their own community for twelve months that includes a strong mentorship component. Core components of the program are citizenship, academic excellence, life-coping skills, community service, health and hygiene, skills training, leadership, and physical fitness.

Job Corps

Job Corps is a federally-funded comprehensive program that provides essential academic and career skills training and prepares students for success in every aspect of their lives. Job Corps is open to students 16 to 24 years of age, who are ready to work toward a successful future. The applicants face one or more barriers to employment, such as needing additional career technical training, education, counseling, and/or assistance to complete regular schoolwork or to secure and maintain employment.

PLACEMENT OPTIONS PROGRAMS

Harkins House – Washington County Juvenile Services

Harkins House is a Washington County Juvenile Probation pre-adjudicated youth shelter. It currently has space for 14 boys and girls, ages 12 to 17. Students are placed at Harkins House through the court system, and usually stay for four to eight weeks at a time. While residing at Harkins House, they attend school either at the shelter or at their home school, whichever is appropriate.

Washington County Jail

The Washington County Jail Educational Program provides GED instruction and testing for inmates, ages 18 to 20. A Hillsboro School District teacher works with all eligible inmates in an educational setting at the jail. Academic and career goals are discussed, and ~~juvenile inmates~~ *juveniles that are incarcerated* work one-on-one and in small groups to earn credits toward a diploma or the completion of a GED.