

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
 May 28, 2024  
 District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

**1. WORK SESSION**

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Brooke Nova, Assistant Superintendent, Academic Services
See Eun Kim, virtual	Beth Graser, Communications Officer
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Nancy Thomas	Michelle Morrison, Financial Officer
Monique Ward	Saideh Haghighi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
<u>Student Representatives Present:</u>	Elaine Fox, Executive Director of Student Services
Hadley Brathapan	Wendy Ramos, Director of Student Services
	Amy Schroeder, Director of Student Services
<u>Others Present:</u>	Chelsea Pollick, Director of Student Services
Jeffrey Dalin, Mayor Cornelius	Jennette Ferrill, Manager - Lead District Nurse
Peter Brandom, City Manager Cornelius	Rose Roman, Executive Assistant to the Board
John Colgan, City Councilor Cornelius	Ciara Hartzell, Technology Support
Eden Lopez, City Councilor Cornelius	John Garcia, Technology Support
Dan Goldman, NWRESO Superintendent	Antonio Hernandez, Language Liaison
Dorian Russell, NWRESO Candidate	

- A. Call to Order Work Session  
 Board Chair Mark Watson called the work session to order at 5:17 PM.
  
- B. City of Cornelius  
 City of Cornelius, HSD Board members and Cabinet members introduced themselves. City of Cornelius dignitaries discussed issues in the city. Board members asked questions and made comments.
  
- C. Student Services Department Overview: Meeting the Needs of Diverse Learners  
 Assistant Superintendent Brooke Nova introduced the topic. Executive Director of Student Services Elaine Fox discussed inclusion blueprint, NSI, implementation of SM 819, abbreviated day rules/756, parent partnerships, and partnership with ODE/FACT. Director of Student Services Wendy Ramos discussed transition services. Director of Student Services Amy Schroeder discussed professional development, partnership with NWRESO and community partners, and communication structures. Director of Student Services Chelsea Pollick discussed HSD safety and behavior and gave a look ahead to next year. Lead District Nurse Jennette Ferrill discussed the HSD school health program, school-based health center, and health screenings administered this year. Board members asked questions and made comments.

- D. Meet NWRESD Board of Directors Candidate  
Board Chair Mark Watson introduced NWRESD Superintendent Dan Goldman and NWRESD candidate Dorian Russell. Dorian Russell introduced themselves. Board members made comments.
  
- E. Recess Work Session  
Board Chair Mark Watson recessed the work session at 6:46 PM.

## 2. **REGULAR SESSION**

<u>Board Present:</u>	<u>Staff Present:</u>
Mark Watson, Chair	Travis Reiman, Superintendent
Ivette Pantoja, Vice Chair	Brooke Nova, Assistant Superintendent, Academic Services
See Eun Kim	Beth Graser, Communications Officer
Erika Lopez	Kona Lew-Williams, Human Resources Officer
Nancy Thomas	Michelle Morrison, Financial Officer
Monique Ward	Saideh Haghighi Khochkhou, Operations Officer
	Jordan Beveridge, Information Technology Officer
<u>Student Representatives Present:</u>	Rose Roman, Executive Assistant to the Board
Hadley Brathapan	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
<u>Others Present:</u>	Anabella Salkind, Language Liaison
Aron Carleson, HSF	Mary Kay Babcock, HEA President
Matt Brennan, HSF Development	
Laura Bekken, Past President	
Jake Mead, Treasurer	

- A. Call to Order and Flag Salute  
Board Chair Mark Watson reconvened the meeting at 7:04 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement  
Board Chair Mark Watson read the Land Acknowledgement.
- C. Recognition / Proclamations  
1. LGBTQ2SIA+ Pride Month  
Board Chair Mark Watson read the LGBTQ2SIA+ Pride Month Proclamation.
- D. Approval of Agenda  
Director Monique Ward MOVED, SECONDED by Director Nancy Thomas, 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 Monique Ward MOVED, SECONDED by Director Erika Lopez, to approve the Consent Agenda as printed.  
  
The MOTION CARRIED (6-0).

No discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of April 23, 2024, Board Meeting
2. Approve Minutes of May 14, 2024, Board Meeting
3. Approve Routine Personnel Matters
4. Approve 2024-25 Board Meeting Dates

G. Reports and Discussions

1. Hillsboro Schools Foundation Annual Report

HSF Executive Director Aron Carleson introduced HSF Board members in attendance. She highlighted HSF donations and initiatives over the 2023-24 school year, strategic planning, 2024 HSD auction, upcoming HSD events, and presented a ceremonial check to the Hillsboro School District. Board members and Superintendent Travis Reiman made comments and thanked HSF.

2. Financial Report

Financial Officer Michelle Morrison presented the financial report and introduced new employee Manager of Employee Services Ne'Juan Thompson.

H. Action Items

1. Endorse NWRES D Board of Directors Candidate

Director Erika Lopez MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors endorse the NWRES D Zone 3 candidate application as presented.

The MOTION CARRIED (5-1). Director Monique Ward opposed.

Board members made comments.

2. Real Property Purchase and Sale Agreement Final Approval

Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the Purchase and Sale Agreement and closing of the sale of this property after completion of due diligence and final negotiations.

The MOTION CARRIED (6-0).

Board members asked questions and made comments.

3. Approve the Temporary Construction Easement and Dedication Deed to the City of Hillsboro for Kinnaman Street Right of Way

Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors approve the Temporary Construction Easement and Dedication Deed for Right of Way to the City of Hillsboro for 23,887 square feet on the south side of the intersection of SE Kinnaman Street and SW 209th Avenue.

The MOTION CARRIED (6-0).

No further discussion took place.

4. Review Superintendent's Performance and Approve Performance Evaluation  
Board Chair Mark Watson read the evaluation letter.

Director Erika Lopez MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors commend the Superintendent for his leadership of the Hillsboro School District, and direct that the evaluation letter be placed in his personnel file.

The MOTION CARRIED (6-0).

Superintendent Travis Reiman thanked the Board and Cabinet for their work.

5. Approve Superintendent's Contract  
Director Ivette Pantoja MOVED, SECONDED by Director Nancy Thomas, that the Board of Directors approve the individual contract with the Superintendent, effective July 1, 2024, through June 30, 2027.

The MOTION CARRIED (6-0).

No further discussion took place.

6. 2023-24 Supplemental Budget Hearing and Resolution for Appropriations  
Financial Officer Michelle Morrison explained the need for the resolution.

Director Monique Ward MOVED, SECONDED by Director Erika Lopez, that the Board of Directors approve the 2023-24 Supplemental Budget Resolution that includes revised Appropriations for the purposes described by major Fund and Function.

The MOTION CARRIED (6-0).

No further discussion took place.

7. Approve Nutrition Services 2024-25 Paid Pricing  
Operations Officer Saideh Haghghi Khochkhou discussed the price increase.

Director Erika Lopez MOVED, SECONDED by Director Monique Ward, that the Board of Directors approve proposed meal pricing effective July 1, 2024.

The MOTION CARRIED (6-0).

Board members asked questions and made comments.

8. Award Produce Request for Proposal (RFP)  
Operations Officer Saideh Haghghi Khochkhou explained the RFP process.

Director Nancy Thomas MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors award the bid for supply and delivery of produce, with renewal options for up to four (4) additional years, to United Salad beginning the 2024-25 school year.

The MOTION CARRIED (6-0).

Board members asked questions and made comments.

I. Policies - First Reading

Superintendent Travis Reiman presented the policies for first read.

J. Information - Administrative Regulation Update

Superintendent Travis Reiman presented the administrative regulation updates.

K. HCU / HEA Reports

HCU Ciara Hartzell bargaining officer presented the report, highlighted the HCU Proud to Be HSD Festival booth, and gave an update on bargaining negotiations.

HEA President Mary Kay Babcock discussed staff injuries, proposed interventions, congratulated class of 2024 and HSD retirees.

L. Discussion Time

1) Student Representatives' Time

Student representative Hadley Brathapan announced that he was elected ASB President at Hilhi, discussed the student representative meet and greet event, and congratulated Superintendent Travis Reiman on his review and first year as superintendent.

2) Superintendent's Time

Superintendent Travis Reiman highlighted HSD retirees and attending Senior showcases. He thanked the Student Services department for the presentation and congratulated Krista Hanson for being named Transition Teacher of the Year and Tracy Evers Selleck Oregon School Nurse of the Year.

3) Board of Directors' Time

Director Erika Lopez highlighted Gloria Hernandez who is retiring from HSD, appointment of Dorian Russell to NWRESB Board, thanked Superintendent Travis Reiman and his team for wonderful first year and thanked union partners for their comments.

Director Monique Ward thanked everyone who attended, thanked the Student Services department, thanked staff for answering her questions, and thanked the HSF for their work.

Director Nancy Thomas provided no comment.

Board Vice Chair Ivette Pantoja thanked the administration team, and highlighted student representative interviews.

Board Chair Mark Watson highlighted the student representative interviews, attended retirement celebration, attending the valedictorian/salutatorian luncheon, discussed bargaining, and highlighted graduations next week.

M. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 8:14 PM.



Approved June 18, 2024