

# Welcome to this Work Session & Regular Meeting of the Tigard-Tualatin School District Board of Directors

Monday, September 09, 2024

Tigard-Tualatin Training Center, 9550 SW Murdock St., Tigard, OR 97224

Public participation on agenda items occurs at the discretion of the chair. Please indicate your interest by submitting an email to Patty Roberts @ [proberts@ttsd.k12.or.us](mailto:proberts@ttsd.k12.or.us), no later than 4:00 PM on Board meeting day, and provide your name, community, and the reason or topic for your public comment. At 9:00 PM the Board may take a five-minute recess, and the chair will review the agenda for possible rescheduling of items. The public meeting will not go beyond 9:30 PM without a majority vote of the board. For assisted listening/speech call 503-431-4002 (voice) or 503-431-4047 (FAX) no later than 48 hours prior to the meeting.

- I. WORK SESSION ~ Time: 5:00 PM
  - A. Pay-To-Play Proposal Discussion Work Session – Presenter: Chair Tristan Irvin
- II. ADJOURN WORK SESSION ~ Time: 6:00 PM
- III. REGULAR SESSION ~ Time: 6:30 PM
  - A. CALL TO ORDER - Presenter: Chair Tristan Irvin .....Page 03  
David Jaimes, Vice-Chair, Kristen Miles, Crystal Weston, and Jill Zurschmeide (Members)
  - B. Patriot Day Moment of Silence: To honor the memory of those who were killed in the September 11<sup>th</sup> attacks
- IV. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ Time: 6:35 PM
  - A. Consent Agenda Items
    - 1. August 12, 2024 TTSD Board Meeting Minutes .....Page 06
    - August 26, 2024 TTSD Board Work Session & Meeting Minutes.....Page 13
    - 2. Human Resources/Personnel Report .....Page 18
    - 3. Preliminary June & July Financial Report .....Page 21
    - 4. Proclamation: Hispanic Heritage Month, September 15-October 15, 2024.....Page 38
- V. RECOGNITION & GOOD NEWS ~ Time: 6:36 PM
  - A. Introduction of Alex Pulaski, Interim Communication & Community Relations Director – Presenter: Len Reed  
~ Time: 6:36 PM.....Page 41
  - B. GFOA Excellence in Financial Reporting – Presenter: Jessica Seay ~ Time: 6:50 PM.....Page 42
- VI. STUDENT REPRESENTATIVE REPORTS ~ Time: 7:05 PM
  - A. Tigard HS Student Representatives: Presenters: Evelyn Agosto Jeronimo, Nathan Tran & Alternate: Moss Weigel
  - B. Tualatin HS Student Representatives: Presenters: Jamie Hartmann, Sky Rowe
- VII. SUPERINTENDENT & BOARD COMMUNICATIONS ~ Time: 7:20 PM
- VIII. PUBLIC COMMENT ~ Time: 7:35 PM

*This 30-minute section of the agenda is for public comment related to both board agenda and non-agenda items. Any member of the public who has not provided comment within the 30-minute period will have an opportunity at the end of the agenda to do so. Please email Patty Roberts, Board Secretary @ [proberts@ttsd.k12.or.us](mailto:proberts@ttsd.k12.or.us) to sign up to provide public comment, by 4:00 PM on Board meeting day. Include your name, community, and the reason or topic for your public comment. Public comments are limited to three (3) minutes and should be brief and concise. Speakers may offer objective criticism of district operations or programs, but the Board will not hear complaints concerning specific district personnel. If this public comment agenda item exceeds 30 minutes, time for the remainder of the public comments will be provided at the end of this meeting.*
- IX. REPORTS & DISCUSSION ITEMS ~ Time: 8:05 PM
  - A. Enrollment Update - Presenter: Len Reed ~ Time: 8:05 PM .....Page 47
  - B. First Weeks of School Report – Presenter: Dr. Lisa McCall ~ Time: 8:20 PM .....Page 48
  - C. First Reading: Native Hawaiian/Pacific Islander Student Success Grant – Presenter: Dr. Zinnia Un ~  
Time: 8:35 PM .....Page 49
- X. ACTION ITEMS ~ Time: 8:50 PM
  - A. 2<sup>nd</sup> Reading: 2024-25 Board Goals: Presenter: Chair Irvin ~ Time: 8:50 PM.....Page 51
  - B. Resolution 2425-03: Property Tax Exemption for Low-Income Housing – Presenter: Jessica Seay ~  
Time: 9:05 PM .....Page 53
- XI. ADJOURN - Presenter: Board Chair ~ Time: 9:20 PM

### Public Participation in Board Meetings

1. To provide public comment please send an email to [Patty Roberts](#), Board Secretary to sign up to provide public comment, by 4:00 PM on Board meeting day. Include your name, community, and the reason or topic for your public comment.
2. A group of visitors with a common purpose should designate a spokesman for the group.
3. Comments or statements by members of the public are limited to 3 minutes and should be brief and concise unless otherwise authorized by the Chair.
4. Speakers may comment a topic not on the published agenda, however, the Board, at its discretion, may require that the proposal, inquiry, or request be submitted in writing. The Board reserves the right to refer the matter to the administration for action or study and to report at a subsequent meeting.
5. When meetings are large or controversial, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda or non-agenda item, may do so at the discretion of the Board chair.
6. Speakers may offer objective criticism of district operations or programs but **the Board will not hear complaints concerning specific district personnel.**
7. These procedures will be published on the back of every Board meeting agenda.

### ~ Matters Permitted for Executive Session ~

**ORS 192.620** The Oregon form of government requires an informed public aware of the deliberations and decisions of governing bodies and the information upon which such decisions were made. It is the intent of ORS 192.610 to 192.690 that decisions of governing bodies be arrived at openly. However, a school board may hold an Executive Session, which excludes the public after the Board Chair has identified one or more of the following reasons:

#### As per ORS 332.061

- (1) Any hearing held by a district school board or its hearings officer on any of the following matters shall be conducted in executive session of the board or privately by the hearings officer unless the student or the student's parent or guardian requests a public hearing:
  - (a) Expulsion of a minor student from a public elementary or secondary school.
  - (b) Matters pertaining to or examination of the confidential medical records of a student, including that student's educational program.

#### As per ORS 192.660

- (2) The governing body of a public body may hold an executive session:
  - (a) To consider the employment of a public officer, employee, staff member or individual agent.
  - (b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
  - (c) To consider matters pertaining to the function of the medical staff of a public hospital licensed pursuant to ORS 441.015 to 441.063, 441.085, 441.087 and 441.990 (3) including, but not limited to, all clinical committees, executive, credentials, utilization review, peer review committees and all other matters relating to medical competency in the hospital.
  - (d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
  - (e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
  - (f) To consider information or records that are exempt by law from public inspection.
  - (g) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
  - (h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
  - (i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
  - (j) To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.
- (3) Labor negotiations shall be conducted in open meetings unless both sides of the negotiators request that negotiations be conducted in executive session. Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640.
- (4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations or executive session held pursuant to ORS 332.061 (2) but the governing body may require that specified information subject of the executive session be undisclosed.
- (5) When a governing body convenes an executive session under subsection (2)(h) of this section relating to conferring with counsel on current litigation or litigation likely to be filed, the governing body shall bar any member of the news media from attending the executive session if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.
- (6) No executive session may be held for the purpose of taking any final action or making any final decision.
- (7) The exception granted by subsection (2)(a) of this section does not apply to:
  - (a) The filling of a vacancy in an elective office.
  - (b) The filling of a vacancy on any public committee, commission or other advisory group.
  - (c) The consideration of general employment policies.
  - (d) The employment of the chief executive officer, other public officers, employees and staff members of a public body unless:
    - (A) The public body has advertised the vacancy;
    - (B) The public body has adopted regular hiring procedures;
    - (C) In the case of an officer, the public has had the opportunity to comment on the employment of the officer; and
    - (D) In the case of a chief executive officer, the governing body has adopted hiring standards, criteria and policy directives in meetings open to the public in which the public has had the opportunity to comment on the standards, criteria and policy directives.
- (8) A governing body may not use an executive session for purposes of evaluating a chief executive officer or other officer, employee or staff member to conduct a general evaluation of an agency goal, objective or operation or any directive to personnel concerning agency goals, objectives, operations or programs.



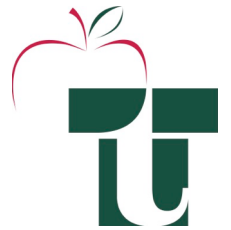
# Art of Community

- We acknowledge that we bring our lived experiences into our conversations
- We strive to be in community with one another with care
- We try to stay curious about each other
- We recognize that we need each other's help to become better listeners
- We slow down, so we have time to think and reflect
- We remember that conversation is a natural way we think together
- We expect it to get messy at times
- We will listen with intention to learn something new

## **Equity Lens**

**When making decisions and taking action, utilize the following questions:**

- \*Does the decision align with the Four Pillars of the District's Strategic Plan?
- \*Does the decision being made ignore or worsen existing disparities or produce other unintended consequences?
- \*Whom does this decision affect both positively and negatively?
- \*Are those being affected by the decision included in the process?
- \*What other possibilities were explored? Is this decision/outcome sustainable?



2019



## Land Acknowledgement



We acknowledge that we are gathered on the ancestral lands of many tribal nations who made their home here and/or traveled the Columbia River seasonally. The Confederated Tribes of Warm Springs, the Umatilla, and the Yakama Nation have a strong relationship to this region as do the Confederated Tribes of Siletz, the Confederated Tribes of Grand Ronde and the Chinook Tribe.

In Tigard-Tualatin we are situated on [traditional Atfalati \(Tualatin\) Kalapuya lands](#). These lands were taken by the federal government for settlers traveling the Oregon Trail long before they were legally ceded, first in the unratified treaty of 1851 and then in the ratified Willamette Treaty of 1855. Much more can be learned from the K-12 [curriculum written by local tribal leaders](#) under Senate Bill 13, which we are determined to implement in our district.

We solemnly reflect on the genocide and displacement of families and relatives. We commit ourselves to moving forward towards tribal sovereignty and reconciliation. We humbly look to Indigenous leadership on Indigenous lands. In a community process we solidified that commitment by making visible and known for future generations that we are on Kalapuya land through the naming of our early childhood center Kalapuya in Spring 2021.

Shared from Dr. Julie Esparza-Brown, adapted by  
Page 5 of 54 Rina Miyamoto-Sundahl for TTSD, updated August 2021

# August 12, 2024 TTSD School Board Regular Meeting Minutes

Tigard-Tualatin School District, 23J

The minutes are official after Board approval and will be posted at [www.ttsdschools.org](http://www.ttsdschools.org)

## **Board Members Present:**

Tristan Irvin, Chair  
David Jaimes, Vice Chair  
Kristen Miles  
Crystal Weston

## **Board Members Absent:**

Jill Zurschmeide

## **Administrators Present:**

Dr. Iton Udosenata, Superintendent  
Dr. Lisa McCall, Assistant Superintendent  
Darin Barnard, Director, Operations  
Susan Barnard, Director, IT  
Len Reed, Director, Human Resources  
Zinnia Un, Director, Equity & Inclusion  
Jennifer Greenwood, Interim Director, Communications  
Carol Kinch, Director, Student Services

Jessica Seay, CFO

Jarvis Gomes, Operations Administrator

## **Others Present:**

Patty Roberts, Executive Assistant  
Lisa Burton, Community Relations Manager  
Gustavo Garcia, Community Relations Specialist  
Evelyn Agosto Jeronimo, Student Rep., Tigard HS  
Nathan Tran, Student Rep., Tigard HS  
Moss Weigel, Student Rep. Alternate, Tigard HS  
Jamie Hartmann, Student Rep., Tualatin HS  
Karen Emerson, Community Member, Tigard  
Karen Hughart, Teacher, CF Tigard ES  
Cleon Cox, Community Member  
Susan Salkield, TTSD Grant Writing Team  
Kasey Fernandez, TTSD Media Specialist

## **I. REGULAR SESSION ~ 6:30 PM**

### **A. CALL TO ORDER (00:01 Timestamp)**

Chair Tristan Irvin convened this Board meeting of the Tigard-Tualatin School District (TTSD) Board of Directors to order on Monday, August 26, 2024 at 6:30 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. Chair Irvin noted that Director Jill Zurschmeide is absent for this Board meeting. This Board meeting was streamed live on the [TTSD YouTube Channel \(08/12/2024 Regular Meeting of the TTSD School Board\)](#).

## **II. AGENDA ~ 6:31 PM (00:20 Timestamp)**

Chair Irvin asked Superintendent Dr. Udosenata if there are any changes to the agenda. Superintendent Udosenata shared that there no changes to the agenda. Chair Irvin asked for a MOTION to approve the Agenda and Consent Agenda consisting of the Human Resources/Personnel Report, as presented. Vice Chair Jaimes made a MOTION to approve the Agenda and Consent Agenda, as presented. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed, 4-0.

## **III. STUDENT REPRESENTATIVES – Time: 6:31 PM (01:07 Timestamp)**

Jamie Hartmann, Student Representative, Tualatin High School, shared:

- I am returning from last year and I really enjoyed representing students from Tualatin HS last year, and I am grateful that you will have me back.
- Not a lot to report on, because we are still three weeks till school starts.
- Sports: Practices have started, and first official fall practice started today.
- Clubs are starting to get sorted out, with no main events going on for now.
- My summer highlight: New college football 25 game coming out!

2024-2025 Tigard-Tualatin School District Board of Directors:

Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors

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Evelyn Agosto-Jeronimo, Student Representative, Tigard HS, shared:

- Shared that she is a senior and is passionate about this position and noted that is very important to have different types of people at the table, and thank you for this opportunity.
- Leadership will be having a get together on Friday, plan for the school year, making posters, planning for football games, prom and homecoming
- LinkCrew is starting next week and will begin training to be ready to welcome freshmen in on September 3<sup>rd</sup>, and to show them what the high school environment is like.
- On Tuesday, August 27<sup>th</sup> from 9-12 & 4-8, THS will have a “Ready Set Roar” event, where freshman, sophomores, juniors, and seniors will get to know the school, and also have their pictures done, get their schedules, get their school ID’s, etc.
- My summer highlight: I recently adopted two (2) kitty’s, both boys and very small.

Moss Weigel, Student Representative Alternate, Tigard HS, shared:

- Shared that they are a junior, and I am curious about how the district works and how things work behind the scenes and how everything impacts students. And having this position is really amazing and really fun.
- Affinity Leaders will have a retreat on August 23<sup>rd</sup>, to connect with other Affinity Leaders, and plan for the year.
- My summer highlight: Catching up on my sleep!

Nathan Tran, Student Representative, Tigard HS, shared:

- Introduced himself, and he shared that the reason he wanted to be a student representative to the Board is that one of my former classmates was also a student representative and I was able to ask her questions and I saw TTSD meeting on the YouTube Channel and hearing the stories during public comment was really interesting to me. I am interested to see what it’s like behind the district and to learn in my final year of school.
- Sports:
  - Football, has been training hard;
  - Cross Country is hosting a Tiger’s night out, on August 25<sup>th</sup> from 5:00 – 7:30 pm, at the Tigard Tap House, and there will be a silent auction, food, drinks and lots of fun things, with the proceeds going to Cross County.
  - Tigard HS Tennis Alumni tournament happened a few days ago, which was really fun. There is a youth tennis camp that started today from August 12<sup>th</sup> – 15<sup>th</sup>
- If students have not registered for sports the deadline is on August 19<sup>th</sup>.
- My summer highlight: I finally went to San Francisco and ate a lot of delicious food!

#### **IV. SUPERINTENDENT & BOARD COMMUNICATIONS ~ Time: 6:39 PM (09:01 Timestamp)**

Dr. Iton Udosenata, Superintendent, shared that he loved going to the coast with his family and was able to spend a week there and where he likes to relax and unwind. It is a good summer so far.

He shared how his entry plan has gone for the last 42 days on the job. For the first 30-days he engage with community, staff members and get to know TTSD, while we had some downtime. He met with all Cabinet members, every school principal, and our program directors, and there are 18 buildings and he was able to visit 17 sites. I have had approximately 35 meetings and I have learned a lot in that time.

He noted some big themes that he took away from those meetings, including:

1. Last year while there was some challenges, almost everyone was optimistic about this year;
2. People feel very committed and positive about this upcoming year;
3. People like being here, they like working for TTSD.

He also mentioned that moving forward:

<p align="center"><b>2024-2025 Tigard-Tualatin School District Board of Directors:</b> <b>Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors</b></p>
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- He will engage in doing a deep dive into our systems, to understand more about the district;
- Today met with Law Enforcement from King City, Tualatin and Tigard. And he noted:
  - We have extraordinary leaders in our district that are very committed;
  - Who really care about our students.
  - Looking forward to strengthening our partnership with them.
- He gave a “shoutout” to the Board for Board retreat and the work they did there!
- And a “shoutout” to the Cabinet team who really dug in deep on their retreat for two days, and we all left feeling really prepared and excited about the work.
- He shared picture of two Art Rutkin ES kindergarteners who attended Kinder “Jump Start”, and they were telling him about all the work that they did that day and all the fun that they had, and all of the activities and how excited they are to come back. One of the students wanted to know what Dr. Udosenata does for TTSD, and he told the student that he makes sure that Mr. Kingery has what he needs to open schools and that teachers have what they need, and that he supports bus drivers, the people that are cooking the food for students. And the student stared at him and said “that’s a pretty big job”.
- We will have all staff Welcome back on Wednesday, August 28<sup>th</sup>, and encourage board members to attend.

Board Members shared:

- Board retreat was amazing and we had a chance to set priorities, get in line with our thinking, and the time was very valuable and we got to know each other better.
- This weekend I attended the OSBA Members of Color Caucus, and we had a really good meeting and set priorities for the upcoming year. And we advocated for more money for more scholarships.
- The Board retreat was wonderful, and there was a lot last year, and it was nice to reengage. I felt restored. It was meaningful and got us off to really good footing for this coming year.
- The OSBA Legislative Policy Committee is ramping up to lobby for state school fund. Director Zurschmeide and Chair Irvin participate on the Legislative Policy Committee and will share updates and news around that lobbying.
- There was a recent Oregonian article, she read a blurb about not remarking on open investigations. She shared “that the district or the board does not comment on pending litigation and assures the community that TTSD is committed to the safety of every student in our schools. And, particularly for the board’s work, allegations of sexual assault are serious and Oregon law and district policy require the investigation of such reports. TTSD responds urgently with support for students experiencing any form of violence. The district is committed wholeheartedly to holding anyone accountable who was responsible for serious criminal offenses.”
- I am excited for the upcoming year and I am excited for the all staff welcome back!
- We got a lot of work done at the Board retreat. Last year was very very busy. And we got a lot of work done in a short amount of time. Appreciate the engagement of the board and superintendent.
- I attended the OSBA Summer Board conference, last weekend. And I am looking forward to the start of the year.
- Appreciate the remarks from Dr. Udosenata, regarding safety in our schools and also the care of looking over our systems, and keeping those running. And, I also want to thank Chair Irvin for those remarks on behalf of the board. I also want to say that I take our duty to protect and care for all of our students seriously and my heart goes out to all those impacted.
- I am pleased to welcome the student reps this year. And I am happy to get ready for a productive school year.

#### **V. PUBLIC COMMENTS ~ Time: 6:51 (20:51 Timestamp)**

Chair Irvin shared that the Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve. The Board provides these opportunities for community members to provide input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. Public comments are limited to three (3) minutes for



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each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel. *There were no public comments this evening.*

**VI. REPORTS & DISCUSSION ~ Time: 6:51 PM (21:00 Timestamp)**

A. 1<sup>st</sup> Reading 2024-25 Board Operating Agreements – Presenter: Tristan Irvin ~ Time: 6:51 PM  
Chair Irvin shared that this is something that the Board reviewed at the Retreat on July 31, 2024, and she noted that changes and shared that in order to promote positive and functional leadership in our district, we agree to the attached working agreements for how we conduct our board business, communicate with each other, and foster positive district and community relations. A link to the proposed 2024-25 Board Operating Agreements can be found in the agenda. This agenda item will be presented for 2<sup>nd</sup> reading at the August 26, 2024 Board meeting.

Board members shared the following comments and questions:

- I think it's really ideal that the Board members are all fully in support of the board agreements, but I would follow those agreements if it ends up not being a unanimous vote, but I would prefer to all be fully aligned. I want to bring up the area about the board chair making statements on behalf of the board and I think that is a recommendation from OSBA and it can really help things be more expeditious but given that I have no idea what this school year brings, I am not comfortable with, especially on more political issues, having being spoken for in that way. I think that logistically it's challenging. Also, there's the matter of simple politeness of, I would prefer to be able to respond to say thank you for your comment. I am not comfortable with that as it is written. Chair Irvin will work to modify this part of the Operating Agreements and will send to board members for review, since this is a first reading. Director Miles noted that the board should be aware of Policy BCB: Board Officers, that addresses the Board or District Spokesperson.

A. 1<sup>st</sup> Reading 2024-25 Board Assignments – Presenter: Tristan Irvin ~ Time: 6:58 PM (28:00 Timestamp)

Chair Irvin shared that the preferences given by each board member for the 2024-2025 board assignments can be found in the agenda. Additional standing committees and advisory committees may be created throughout the year. She noted that the Board discussed various assignments at the Board retreat. Chair Irvin shared that a link to the proposed board assignments is found in the agenda. This agenda item will be presented for 2<sup>nd</sup> reading at the August 26, 2024 Board meeting.

B. 1<sup>st</sup> Reading 2024-25 Superintendent Goals – Presenter: Dr. Iton Udosenata ~ Time: 6:59 PM (29:03 Timestamp)

Dr. Udosenata reviewed the proposed 2024-25 Superintendent Goals, and shared information using a PPT, [found here](#). He discussed the following focus areas, including:

- Evaluation Focus
- Superintendent Goals 1 – District Culture and Community Relations
- Action Items for Goal 1:
- Superintendent Goal 2 – Establishing a Focused Vision
- Scope and Sequence of District Vision:
- Conclusion & Next Steps:

Dr. Udosenata share the following African proverb by Andrew Whitby; “If you want to go fast, go alone. If you want to go far, go together.” This agenda item will be presented for 2<sup>nd</sup> reading at the August 26, 2024 Board meeting.

Board Members shared:

- There is an enormous amount of work, feedback, planning, and best practice to review, and reevaluate data, receive staff and community data, which is vitality important.

- I appreciate Dr. Udosenata's focus on honesty and communication and I know when a new leader comes in, sometimes not everyone has confidence, yet in that leader, but I encourage the community to also focus on building new connections and to being open-minded.
- Efficacy is critical and slow and steady does win that race. I think you have outlined really well all these things and it is a lot and you have a really clear focus on really important things that our community said they want to see, which is relationship building.

This agenda item will be presented for 2<sup>nd</sup> reading at the August 26, 2024 Board meeting.

C. 1<sup>st</sup> Reading 2024-25 Student Rights & Responsibilities Handbook – Presenter: Carol Kinch ~  
Time: 7:12 PM (42:00 Timestamp)

Director Carol Kinch and Director Amber Fields shared information regarding the Student Rights & Responsibilities Handbook (SRRH) and she shared historical information about the update process. She acknowledged those behind the scenes, including: Kelly Shelton, Eric Nesse, Jennifer Greenwood, and Gustavo Flores.

She discussed the re-worked document using a PowerPoint presentation a link is found in the agenda.

- Updates:
- Preview Web Format:
- Next Steps:
- Looking forward 2025-26:
  - Reconvene the committee
    - Review feedback
      - Consider the needs of different audiences (i.e.: students, families, elementary, secondary)
      - Add and/or revise sections and content (i.e.: cell phones, emergency closures, grading practices)
      - Communicate content with more visuals
    - Gather additional feedback
  - Review for 2025-26
- Noticing & Wonderings?

Board members shared:

- I was pleased to have the opportunity to review this document and my first thoughts were that it was well written and identified some important elements. The layout of the discipline framework is more clear. I am not sure it does everything we really need it to do, but I am considering that some of the work is partly coming from how it is implemented.
- Thank you for this. I read as a board member and as a parent and it is well put together. I have a Board level question will teachers receive additional PD regarding how to teach students these lessons?
- I know this has been a tremendous amount of work. I have so much gratitude for you and the committee. I appreciate the ability to revise and re-work the handbook. Kudos to everyone. Also, I love that there is web version.
- Thanks to the team for this work this summer.

This agenda item will be presented for 2<sup>nd</sup> reading at the August 26, 2024 Board meeting.

E. 1<sup>st</sup> Reading 2024-25 Board Policies & FYI Administrative Rules – Presenter: Len Reed ~ Time: 7:28 PM (57:15 Timestamp)

Len Reed, Human Resources Director, presented the proposed updates to Board Policies: EBC: Emergency Plan and First Aid\*; EBC\_EBCA: Emergency Procedures and Disaster Plans; EBCA: Safety Threats\*; EBCB: Emergency Procedure Drills and Instruction; GBEB: Communicable Diseases in Schools; IGBAF: Special

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Education – Individualized Education Program (IEP)\*\*; IGBAG: Special Education – Procedural Safeguards\*\*; IIBG\_AR: Responsible Use of Technology; IKF: Graduation Requirements\*\*; IKI\_AR: Academic Integrity; and JECBA: Admission of Exchange Students. These policies will be brought back to the board for second reading at the August 26, 2024 Board meeting.

Board members shared the following comments:

- There was a request for discussion with Dr. Udosenata and Director Reed regarding Math.

**VII. ACTION ITEMS ~ Time: 7:36 PM (1:05:40 Timestamp)**

**A. Resolution 2425-02 Local Option Renewal – Presenter: Jessica Seay ~ Time: 7:36 PM (1:05:40 Timestamp)**

Jessica Seay, CFO, discussed the proposed Resolution 2425-02: Local Option Levy Renewal in order to place this levy on the November Ballot. She shared that the Tigard-Tualatin School District (TTSD) voters originally approved a 5-year local option levy in 2000 and have renewed it four times since then, in 2004, 2008, 2014, and 2018.

The current levy expires in June 2025, and to receive the \$12.6 million we expect this levy to generate in 2025-26, the district must again seek voter approval. Our general counsel has reviewed the explanatory statement and resolution for completeness.

Board Members shared:

- It was noted that the majority of these funds go towards instructional staff.
- There was a reminder that this is a very important levy for our TTSD students.
- It was shared that sometimes the State School Fund (SSF) is sometimes up and sometimes down, but given the rising costs and the ongoing needs of our young people, and there are times when we get less from our SSF and this is something our community can come together to control to support our students.

Vice Chair Jaimes made a MOTION to approve that Resolution 2425-02 be hereby adopted, as submitted. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 4-0. The MOTION passed.

**B. Student Success Grants – Presenter: Dr. Zinnia Un ~ Time: 7:41 PM (1:10:55 Timestamp)**

Jessica Seay, Dr. Zinnia Un, Kasey Fernandez, District Media Specialist, and Susan Salkield, Grant Writing Team member, shared information regarding the Student Success Grants, as presented.

Dr. Un explained the purpose of this agenda item and she said that The Oregon Department of Education’s (ODE) Office of Equity, Diversity, and Inclusion (OEDI) has released Requests for Applications for four (4) Student Success Grant Programs for the period 2024-28: 1) African American/Black Student Success Grant, 2) Latino/a/x and Indigenous Student Success Grant, 3) LGBTQ2SIA+ Student Success Grant, and 4) Native Hawaiian/Pacific Islander Success Grant.

TTSD requests Board approval to apply. Requested funding will support the pilot expansion of Equity Infrastructures to develop tiered approaches to address bias and hate in our schools while investing in preventative and proactive Tier I work. From our prioritization work with EASH, we have created conditions for anti-bias educational systems. The opportunity to apply for OEDI’s Student Success Grants will help reinforce these structures with specific students in mind. We are aiming for an effort across all grant opportunities equating to \$935,000.

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Board Members shared:

- With all of these grants, will some of this help to backfill the program or partnership reductions that happened in the last budget cycle, and in addition to expand those programs as well?
- I appreciate our Grant writing team and do we have a timeframe of when we will know if TTSD was granted the funds?
- Thank you for pursuing additional funding for student support. I am happy to support this.
- This funding will help students who experience barriers and will help students reach their goals.
- I appreciate the thoughtfulness and I wonder how will the professional development be carried out?

Vice Chair Jaimes made a MOTION to approve TTSD’s application to OEDI for Student Success Grants across various demographics, equating to a total request of \$935,000 in grant funds, as presented. Director Miles seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 4-0. The MOTION passed.

**VIII. BOARD MEMBER REFLECTION TIME ~ Time: 7:53 PM (1:23:07 Timestamp)**

Chair Irvin noted that this agenda item is provided for the Board to give their reflection at the end of the board meeting and to have an opportunity to discuss, or talk about items to have on a future agenda or if there is something that the Board would like to talk through. This agenda item is available on an as needed basis.

**IX. ADJOURN ~7:53 PM (1:23:10 Timestamp)**

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 7:53 PM.

**APPROVED BOARD MEETING**

This Board Meeting was streamed on the [TTSD YouTube Channel](#).

DATE: 09/09/2024

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CHAIRMAN:

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CLERK:

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# August 26, 2024 TTSD School Board Work Session and Meeting Minutes

Tigard-Tualatin School District, 23J

*The minutes are official after Board approval and will be posted at [www.ttsdschools.org](http://www.ttsdschools.org)  
(Please access the online video of this meeting for full verbiage in its entirety on the [TTSD YouTube Channel](#))*

## **Board Members Present:**

Tristan Irvin, Chair  
David Jaimes, Vice Chair  
Kristen Miles  
Crystal Weston  
Jill Zurschmeide

Carol Kinch, Director, Student Services  
Laura Kintz, K-5 Director, Teaching & Learning

## **Others Present:**

Patty Roberts, Executive Assistant  
Lisa Burton, Community Relations Manager  
Thor Kuhn, Teacher & Technology Support  
Jamie Hartmann, Student Rep., Tualatin HS  
Evelyn Agosto-Jeronimo, Student Rep., Tigard HS  
Moss Weigel, Student Rep., Tigard HS  
Sky Rowe, Student Rep., Tualatin HS  
Karen Emerson, Community Member, Tigard  
And  
Members of the Community via the Internet

## **Administrators Present:**

Dr. Iton Udosenata, Superintendent  
Dr. Lisa McCall, Assistant Superintendent  
Jessica Seay, CFO  
Len Reed, Director, Human Resources  
Susan Barnard, Director, IT  
Darin Barnard, Director, Bond/Operations

## **I. WORK SESSION ~ 5:00 PM (00:03 Timestamp)**

Chair Tristan Irvin called the Board Work Session of the Tigard-Tualatin School District Board of Directors to order at 5:00 PM on Monday, August 26, 2024, in the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. This work session was convened for the board to continue discussion of their 2024-25 Board Goals. The board began this discussion at the July 31, 2024 Board Retreat. Chair Irvin noted that these goals will reflect what the board wants to accomplish this year.

Chair Irvin shared that she had included a copy of the 2023-24 Board Goals Rubric in the agenda, and she said the Board had set some really “hefty” goals last year. She suggested that board members think about what they want their board goals to be for this year and she will take notes and create an updated rubric that will be presented tonight during their board meeting for first reading and for second reading and approval at the September 9, 2024 regular board meeting. She updated the Rubric, found in the agenda, throughout the Work Session.

Board members discussed, in detail, their specific goals regarding:

- Learning together as a Board
- Review Board policies and data
- Board Mission & Values
- Attending Conferences
- Behavior Committee
- Holding systems accountable
- Advocating for resources
- Build community public goodwill, and continue public comment at board meetings
- New Board picture for the website.
- Build equitable access for board members to get into schools and see all that is happening in our schools

Chair Irvin will present the board goals rubric, as updated, for first reading during tonight’s Board meeting, during Reports and Discussion items.

**2024-2025 Tigard-Tualatin School District Board of Directors:**  
**Tristan Irvin, Chair, David Jaimes, Vice Chair; Kristen Miles, Crystal Weston and Jill Zurschmeide Directors**

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## **II. ADJOURN EXECUTIVE SESSION ~ 6:02 PM**

At 6:02 PM Chair Irvin adjourned this Tigard-Tualatin School District Board Work Session.

## **III. REGULAR SESSION ~ 6:30 P.M.**

### **A. CALL TO ORDER (00:03 Timestamp)**

Chair Tristan Irvin convened this Board meeting of the Tigard-Tualatin School District (TTSD) Board of Directors to order on Monday, August 26, 2024 at 6:30 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. She shared that earlier this evening the Board had met in a Work Session that was convened to discuss the 2024-2025 Board Goals. This Board meeting was streamed live on the [TTSD YouTube Channel \(08/26/2024 Regular Meeting of the TTSD School Board\)](#).

## **IV. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ 6:30 PM (0:34 Timestamp)**

Chair Irvin asked Superintendent Dr. Udosenata if there are any changes to the agenda. Superintendent Udosenata shared that there no changes to the agenda. Chair Irvin asked for a MOTION to approve the Agenda and Consent Agenda consisting of the Human Resources/Personnel Report, 2<sup>nd</sup> Reading: 2024-25 Board Working Agreements, 2<sup>nd</sup> Reading: 2024-25 Board Assignments, 2<sup>nd</sup> Reading: 2024-25 TTSD Superintendent Goals, 2<sup>nd</sup> Reading: 2024-25 Board Policies, 2<sup>nd</sup> Reading: Student Rights & Responsibilities Handbook, and PSO Activities, as presented. Vice Chair Jaimes made a MOTION to approve the Agenda and Consent Agenda, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

## **V. STUDENT REPRESENTATIVE REPORTS ~ 6:31 PM (1:29 Timestamp)**

Jamie Hartmann, Student Representative, Tualatin High School, shared:

- Not a lot to report on, because school hasn't started yet, and
  - Seniors can officially pick up their parking passes starting today and Juniors have parking spots will be able to pick up their passes later this week.
- Sports
  - Boys Soccer Jamboree on Thursday;
  - Football has their Jamboree on Friday;
  - Girls Soccer, opens their season against Wilsonville on September 5<sup>th</sup>

Sky Rowe, Student Representative, Tualatin HS, shared:

- Girls Soccer has a Jamboree on Thursday
- I will be in the school building for the entire week for ASB duties
  - Welcome back decorations, and
  - Decorating and planning for homecoming
- Have a back-to-school night on September 11<sup>th</sup>.

Evelyn Agosto-Jeronimo, Student Representative, Tigard HS, shared:

- Ready Set Roar! will be held on August 27<sup>th</sup>, that includes club rush and picture day; from 4:00 – 8:00 PM. Students are able to meet their teachers between 5:00 – 8:00 PM. Student schedules will be available by August 27<sup>th</sup>.
- Thespian summer camp for our incoming freshman, from August 28-29, 2024, 10:00AM – 1:00 PM and will be held in the Deb Fennel Auditorium. The freshmen will learn how theater works, including: auditioning, sponsorships.

Moss Weigel, Student Representative, Tigard HS, shared:

- Football Jamboree on August 29<sup>th</sup>, all teams will be playing

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**VI. SUPERINTENDENT & BOARD COMMUNICATION ~ 6:35 PM (5:05 Timestamp)**

Dr. Iton Udosenata, Superintendent shared information regarding, [his comments can be found here](#):

- A lot going on
  - All Hands-on-Deck
    - Buses
    - Kitchen, and
    - Classrooms
- Staff Welcome Back on Wednesday, 8/28/24 @ THS Stadium.
- This week will resume bargaining with TTEA and are committed to reaching an agreement.
- Cell Phones in Schools is an issue with disruptions in our classrooms.
- Gratitude for our staff!!!
- Thankful for our partnership with the Foundation!

Board members shared: 6:40 PM (9:30 Timestamp):

- Thank you to all staff and teachers who are coming back this week!
- On Friday I will attend an event for the Oregon Association of Latino Administrators.
- Excited that school is starting soon.
- Appreciate the discussion regarding Board Goals and classroom environment during our Work Session.
- I am glad to hear about the proactive focus on the impact of cell phones in our schools.
- Excited to start school and for my own student to start HS!
- Also thank you to our student reps for being here tonight!
- Super excited for the start of school.
- Shared gratitude for teachers, and for so much work being done behind the scenes.
- Thanks to all of the custodial, maintenance and landscaping staff who have worked so hard to get our buildings ready for students to come back.

**VII. PUBLIC COMMENT ~ 6:46 PM (16:05 Timestamp)**

Chair Irvin shared that the Tigard-Tualatin School Board meetings are public meetings where the business of the Board is conducted in an open meeting for the public to observe as required by law, however regular public comment at board meetings is a policy choice of the Board and is not a legal requirement. As the Board values the input from our students, parents and district community members that we serve. The Board provides these opportunities for community members to provide input on important topics. In addition to public comment, community members may submit written comments to the Board secretary, Patty Roberts, at each meeting or email comments directly to the Board. Public comments are limited to three (3) minutes for each comment and should be brief and concise. Speakers may offer objective criticism of school operations and programs. The Board will not hear complaints concerning specific personnel. *There were no public comments this evening.*

**VIII. REPORTS AND DISCUSSION ~ Time: 6:46 PM (16:15 Timestamp)**

**A. Enrollment Update – Presenter: Len Reed ~ Time: 6:46 PM (16:15 Timestamp)**

Len Reed, Human Resources Director, shared a detailed overview of the district's enrollment broken down by level and grade. She provided an annual enrollment forecast prepared by the Population Research Center of Portland State University. In addition to the enrollment forecast, she shared TTSD's enrollment for 2024-25. Links for these documents are found in the agenda. She shared information regarding several "hotspots" within the District where additional support has been provided and also what schools and grade levels are on a watch list due to increased class sizes.

Board members asked:

- At what point do we need to be concerned about the student numbers at Twality MS.
- Does the demographers report reflect kindergarten student increase? Due to our increased PreK numbers do we anticipate that we will see an increase in our Kindergarten classes.

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B. First Reading: 2024-25 Board Goals – Presenter: Chair Irvin ~ *Time: 6:54 PM (24:08 Timestamp)*

Chair Irvin reviewed the rough DRAFT Board Goals, as found in the agenda, that was reviewed and discussed in detail during the Board work session, earlier this evening. She shared that she added some goals around community engagement, and how the board uses their role for legislative advocacy. Chair Irvin shared that she will put these board goals into a readable form. This item will be presented for second reading and action at the 09/09/24 Board agenda.

Board members asked:

- For the second reading, will this item be on the Action items, and not on the Consent Agenda at the 09/09/24 board meeting?

**IX. ACTION ITEMS ~ Time: 6:56 PM (25:47 Timestamp)**

A. 2024-2025 Meal and Milk Prices – Presenter: Jessica Seay ~ *Time: 6:56 PM (25:47 Timestamp)*

Jessica Seay, CFO, and Jarvis Gomes, Operations Administrator shared and the reviewed the 2024-2025 Meal and Milk Prices information, as found in the agenda. Director Seay shared that the district is excited to qualify and extend free lunches for all students, district-wide. She shared that we are having the board approve meal and milk prices, and the provisions of free breakfast and lunch cover the first qualified breakfast or lunch which includes all of the required meal components. She shared that if a student refuses a required meal component or wanted a second serving or just wanted to purchase milk, the USDA require the food sponsor to establish a menu price that is approved by the board of directors. Director Seay reviewed the meal and milk prices if a second or third meal were served.

Board members asked/commented:

- The \$1.00 price of milk surprises me and that seems really high.
- Is it still required that there not be whole milk or is that allowed now?
- Can students have whole milk now? And is it a federal requirement that it be cow milk and not plant-based milk.

Vice Chair Jaimes made a MOTION that the TTSD Board of Director's approve the meal and milk prices for the 2024-2025 school year, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried, 5-0. The MOTION passed.

B. Nutrition Services Bid Rollovers and RFP Awards for 2024-2025 – Presenter: Jessica Seay ~ *Time: 7:00 PM (29:46 Timestamp)*

Jessica Seay, CFO, and Jarvis Gomes, Operations Administrator shared and reviewed the nutrition services bid rollover and in prior years TTSD either in a Statewide Cooperative or with neighboring districts has completed the RFP process to secure pricing and vendor relationships with our major providers for bakery products, milk and dairy products, food and supply products, as well as produce. She said the summary memo shared the prior year estimate of expenditures and the District is requesting a one-year extension for each contract. She shared that specifically for bakery products the contract will be renewing a one-year agreement with Goody Man Distributing; for milk and dairy products it would be requesting one-year extension with Spring Valley Dairy, for food and supply products the district's requesting a one-year extension with Sysco Portland, and finally, for produce products a one-year extension with Caruso Produce.

Director Zurschmeide made a MOTION that the TTSD Board of Director's approve extensions for the Spring Valley Dairy, Goody Man Distributing, Sysco Portland, and Caruso Produce contracts, as presented. Vice Chair Jaimes seconded the MOTION. Chair Irvin asked for discussion. There was no further discussion. The MOTION carried, 5-0. The MOTION passed.



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**X. BOARD MEMBER REFLECTION TIME ~ Time: 7:01 PM (31:16 Timestamp)**

Chair Irvin noted that this agenda item is provided for the Board to give their reflection at the end of the board meeting and to have an opportunity to discuss, or talk about items to have on a future agenda or if there is something that the Board would like to talk through. This agenda item is available on an as needed basis.

The Board agreed, during their work session earlier this evening, to suspend the end of meeting board reflection time and will add it if needed.

**XI. ADJOURN ~7:02 PM (31:34 Timestamp)**

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 7:02 PM.

APPROVED BOARD MEETING

This Board Meeting was streamed on the  
[TTSD YouTube Channel](#).

DATE: 09/09/2024

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CHAIRMAN:

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CLERK:

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September 9th , 2024

## HUMAN RESOURCES REPORT

TIGARD-TUALATIN SCHOOL DISTRICT 23J

### HUMAN RESOURCES REPORT - LICENSED

LASTNAME	FIRSTNAME	RECOMMENDED ACTION		CATEGORY	BUILDING	ASSIGNMENT	FTE	RATE	EFFECTIVE	DATE ENDS
ACEVEDO	HAROLD	TERM	RESIGN	LICENSED	HAZELBROOK	TEACHER ELD	1.000	F12	6/17/24	
ANDERSON	CASEY	EMPLOY	REPLACE GARBER	LICENSED	BYROM	TEACHER ELD	1.000	A1	8/26/24	
BIGLOW	MCKINLEY	CHANGE	ON LEAVE	LICENSED	CF TIGARD	BEHAVIOR SPECIALIST	1.000	D6	8/26/24	6/12/25
BOWERSOX	ELIZABETH	EMPLOY	ADDITIONAL FTE DUE TO ENROLLMENT	LICENSED	DEER CREEK	TEACHER KINDERGARTEN- TEMPORARY	1.000	E7	8/29/24	6/12/25
BRODERICK	ERIK	TERM	RESIGN	LICENSED	HAZELBROOK	TEACHER ENGLISH LANGUAGE ARTS	1.000	F11	6/17/24	
BRYAN	STACY	EMPLOY	REPLACE	LICENSED	DEER CREEK	TEACHER 3RD	1.000	A1	8/26/24	
CALLON	CHRISTOPHER	EMPLOY	REPLACE	LICENSED	HAZELBROOK	TEACHER ELD/HEALTH-TEMPORARY	0.830	A1	8/28/24	6/12/25
CHARGIN	SUSAN	CHANGE	ON LEAVE .5 FTE	LICENSED	CF TIGARD	TEACHER 2ND	0.500	D15	8/26/24	6/12/24
COLOMA	SEAN	EMPLOY	REPLACE ACEVEDO	LICENSED	HAZELBROOK	TEACHER ELD-TEMPORARY	0.500	A1	8/28/24	6/12/25
DAVIS	JUSTIN	EMPLOY	REPLACE NEISH	LICENSED	TIGARD	TEACHER LANGUAGE ARTS-TEMPORARY	0.670	A1	8/28/24	6/12/25
EDISON	LINDSAY	CHANGE	ASSIGNMENT	LICENSED	TUALATIN ES	DEAN OF STUDENTS	1.000	E11	8/26/24	
FIFE-RAPP	KAREN	CHANGE	ASSIGNMENT &FTE	LICENSED	TTVA	ELDMATH CREDIT RECOVERY	0.500	E15	8/26/24	
GARBER	ELIZABETH	CHANGE	ASSIGNMENT & LOCATION	LICENSED	TUALATIN ES	LITERACY SPECIALIST	1.000	E10	8/26/24	
GLICK	MELISSA	CHANGE	ASSIGNMENT	LICENSED	CCHS	DEAN OF STUDENTS	1.000	F15	8/26/24	
KNIGHT	ALEXA	EMPLOY	ADDITIONAL FTE	LICENSED	TUALATIN HS	TEACHER PHYSICS	0.170	E10	9/4/24	6/12/25
LAMB	CATHY	EMPLOY	REPLACE CHARGIN(ON .5 LEAVE)	LICENSED	C.F. TIGARD	TEACHER 2ND-TEMPORARY	0.500	A1	8/26/24	6/12/25
MASTERS	STACY	EMPLOY	REPLACE	LICENSED	ALBERTA RIDER	TEACHER 3RD-TEMPORARY	1.000	D5	8/29/24	6/12/25
MCNEME	DANIEL	TERM	ADDITIONAL FTE DUE TO ENROLLMENT	LICENSED	TWALITY	TEACHER ENGLISH LANGUAGE ARTS	1.000	E6	6/17/24	
ORR	AMBERLY	TERM	RESIGN	LICENSED	TWALITY	TEACHER DRAMA	1.000	D4	6/17/24	
SMITH	ALANNA	EMPLOY	ADDITIONAL FTE DUE TO ENROLLMENT	LICENSED	METZGER	TEACHER 4TH-TEMPORARY	1.000	A1	8/28/24	6/12/25
SPEARMAN	VALORIE	CHANGE	LOCATION	LICENSED	MARY WOODWARD	DEAN OF STUDENTS	1.000	F15	8/26/24	
WOLF	BROOK	EMPLOY	REPLACE	LICENSED	C.F. TIGARD	TEACHER 4TH-TEMPORARY	1.000	A1	8/26/24	6/12/25

CPEC=Classified Position Evaluation Committee per OSEA-TTSD Bargaining Agreement

\*\*Salary placement may be adjusted in accordance with prevailing OSEA Bargaining Agreement

+ Redline

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### HUMAN RESOURCES REPORT - CLASSIFIED

LASTNAME	FIRSTNAME	RECOMMENDED ACTION		CATEGORY	BUILDING	ASSIGNMENT	FTE	RATE	EFFECTIVE	DATE ENDS
ABARCA MORENO	DIOSELIN	EMPLOY	REPLACE FLYNN	CLASSIFIED	TEMPLETON	LEARNING SPECIALIST ASSISTANT	0.813	I2	9/3/24	
ALBARRAN ORTIZ	LETICIA	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	TITLE 1 ASSISTANT	0.469	H6	9/3/24	6/9/25
ALI	DARON	EMPLOY	REHIRE	HOURLY	METZGER	TITLE 1 ASSISTANT/INSTRUCTIONAL ASSISTANT 1	0.469	H8/E8	9/3/24	6/11/25
ARITIZ	MAYLEEN	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	TITLE 1 ASSISTANT	0.469	H6	9/3/24	6/9/25
ARMENTA-ADAME	NOELIA	EMPLOY	REPLACE	HOURLY	BRIDGEPORT	TITLE 1 ASSISTANT	0.469	H6	9/3/24	6/9/25
AROSEMENA	CHERISE	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	TITLE 1 ASSISTANT	0.469	H7	9/3/24	6/9/25
ASTACIO DE GERONIMO	JOHANNY	EMPLOY	REHIRE	HOURLY	ALBERTA RIDER	INSTRUCTIONAL ASSISTANT 1	0.313	E6	9/3/24	6/11/25
AVILA	JOHANNA	TERM	RESIGN	CLASSIFIED	TUALATIN HIGH	ELL ASSISTANT	0.750	H6	6/14/24	
BARAJAS AGUILAR	CARINA	CHANGE	NEW POSITION	CLASSIFIED	TUALATIN HIGH	SECRETARY 3-PRIMARY TRANSLATOR	1.000	J5	8/19/24	
BARNES	OZIRIA	EMPLOY	REHIRE	HOURLY	ALBERTA RIDER	INSTRUCTIONAL ASSISTANT 1	0.313	E5	9/3/24	6/11/25
BECK	MICHELLE	EMPLOY	REHIRE	HOURLY	TWALITY	INSTRUCTIONAL ASSISTANT 1	0.469	E2	9/3/24	6/11/25
BECKMAN	STACEY	EMPLOY	REHIRE	HOURLY	WOODWARD	INSTRUCTIONAL ASSISTANT 1	0.619	E8	9/3/24	6/11/25
BEDRANE	CARINE	EMPLOY	REHIRE	HOURLY	WOODWARD	INSTRUCTIONAL ASSISTANT 2	0.281	E8	9/3/24	6/11/25
BERGGREN	ROBERTA	EMPLOY	REHIRE	HOURLY	BYROM	INSTRUCTIONAL ASSISTANT 2	0.469	G11	10/4/24	5/22/25
BLACKMER	MARIA	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	TITLE 1 ASSISTANT	0.469	H7	9/3/24	6/9/25
BOCANEGRA SANCHEZ	JULIAN	EMPLOY	REPLACE HOOPER	HOURLY	ALBERTA RIDER	UTILITY CLEANING TECH	0.438	F2	9/3/24	6/30/25
BOSCHMA	RACHEL	EMPLOY	REHIRE	HOURLY	DEER CREEK	INSTRUCTIONAL ASSISTANT 1	0.281	E4	9/3/24	6/11/25
BORYSKA	MARIA	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H5	9/5/24	6/9/25
BRANDS	WENDY	EMPLOY	REHIRE	HOURLY	WOODWARD	ELL ASSISTANT	0.469	H9	9/3/24	6/11/25
BROWN	MEGAN	EMPLOY	REHIRE	HOURLY	CF TIGARD	TITLE 1 ASSISTANT	0.469	H3	9/3/24	6/11/25
BUCK	GARY	EMPLOY	REPLACE	CLASSIFIED	WISE	LEARNING SPECIALIST ASSISTANT	0.875	I2	9/3/24	
CAHILL	DEMIREE	EMPLOY	REPLACE	HOURLY	TEMPLETON	INSTRUCTIONAL ASSISTANT 1	0.313	E5	9/4/24	6/11/25
CESERANI	LEAH	EMPLOY	REHIRE	HOURLY	BYROM	INSTRUCTIONAL ASSISTANT 2	0.469	G11	10/4/24	5/22/25
DAHLQUIST	SONJA	CHANGE	INCREASE FTE	CLASSIFIED	BYROM	LEARNING SPECIALIST ASSISTANT	0.813	I6	9/3/24	
DEAN	REGAN	CHANGE	REPLACE DIAZ	CLASSIFIED	TIGARD HIGH	ELL ASSISTANT	1.000	H4	9/3/24	

DEGIOVANNI	IRENE	EMPLOY	REHIRE	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0.469	H8	9/9/24	6/6/25
EMERSON	ELIZABETH	EMPLOY	REHIRE	HOURLY	DURHAM	ELL ASSISTANT	0.438	H4	9/3/24	6/11/25
EUZENT	MICHELLE	EMPLOY	REHIRE	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0.469	H4	9/9/24	6/6/25
FUENTES LOPEZ	LUSMARI	EMPLOY	REPLACE	CLASSIFIED	DEER CREEK	LEARNING SPECIALIST ASSISTANT	0.813	I6	9/3/24	
GIRARDI	MARGARET	EMPLOY	REHIRE	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0.469	H11	9/9/24	6/6/25
GOECKS	NATASHA	EMPLOY	REHIRE	HOURLY	CF TIGARD	INSTRUCTIONAL ASSISTANT 1	0.281	E4	9/3/24	6/10/25
GOMEZ LOPEZ	BELINDA	EMPLOY	REHIRE	HOURLY	CF TIGARD	ELL ASSISTANT	0.469	H7	9/3/24	6/11/25
HAAG	LOIS	EMPLOY	REHIRE	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0.469	H11	9/9/24	6/6/25
HARRISON	SHERRI	EMPLOY	REPLACE	HOURLY	TEMPLETON	INSTRUCTIONAL ASSISTANT 1	0.313	E2	9/3/24	6/11/25
HARTMAN	MARQUELLE	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H5	9/5/24	6/9/25
HERNANDEZ	MIRIAM	EMPLOY	REPLACE GARCIA	CLASSIFIED	BRIDGEPORT	SECRETARY 3	1.000	I6	9/9/24	
HOOPER	RACHEL	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	TITLE 1 ASSISTANT	0.469	H5	9/3/24	6/6/25
JENKINS	LINDSEY	EMPLOY	REHIRE	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0.469	H7	9/9/24	6/6/25
JOHNSON	JEN	EMPLOY	REHIRE	HOURLY	METZGER	INSTRUCTIONAL ASSISTANT 1	0.469	E5	9/3/24	6/11/25
KOVACH	PENNY	EMPLOY	REHIRE	HOURLY	BYROM	INSTRUCTIONAL ASSISTANT 1	0.281	E3	9/3/24	6/11/25
LEWIS	KATHERINE	EMPLOY	REHIRE	HOURLY	METZGER	TITLE 1 ASSISTANT/INSTRUCTIONAL ASSISTANT 1	0.469	H4/E4	9/3/24	6/11/25
LINES	ELLEN	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H8	9/5/24	6/9/25
LITZENBERG	JULIE	EMPLOY	REPLACE LARSON	HOURLY	CF TIGARD	NUTRITION ASSISTANT 1	0.438	C2	9/4/24	6/10/25
LIVINGTON	JANET	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H8	9/5/24	6/9/25
LUCHAU	LYNNETTE	EMPLOY	REHIRE	HOURLY	CF TIGARD	TITLE 1 ASSISTANT	0.469	H9	9/3/24	6/11/25
MADRIGAL	DAMIAN	EMPLOY	REPLACE BERG	HOURLY	DURHAM	UTILITY CLEANING TECH	0.438	F2	9/3/24	6/30/25
MALDONADO	CRISTINA	TERM	RESIGN	CLASSIFIED	WOODWARD	LEARNING SPECIALIST ASSISTANT	0.813	I5	9/9/24	
MALDONADO GARCIA	LUZ	EMPLOY	REHIRE	HOURLY	TUALATIN ES	INSTRUCTIONAL ASSISTANT 1	0.313	E3	9/3/24	6/11/25
MARTINEZ INIGUEZ	MARIA	EMPLOY	REHIRE	HOURLY	METZGER	TITLE 1 ASSISTANT/INSTRUCTIONAL ASSISTANT 1	0.469	H8/E8	9/3/24	6/11/25
MANSFIELD	VANESSA	EMPLOY	REHIRE	HOURLY	METZGER	INSTRUCTIONAL ASSISTANT 1	0.343	E7	9/3/24	6/11/25
MCNATT	JILL	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H11	9/5/04	6/9/25
MCQUEEN	RACHEL	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	TITLE 1 ASSISTANT	0.469	H7	9/3/24	6/9/25
MENDOZA	REBECCA	EMPLOY	REPLACE DEAN	CLASSIFIED	TIGARD HIGH	ELL ASSISTANT	0.750	H4	9/3/24	
MICHALSKI	TIFFANY	EMPLOY	REHIRE	HOURLY	BYROM	INSTRUCTIONAL ASSISTANT 1	0.281	E7	9/3/24	6/11/25
MOFFITT	DEBRA	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	INSTRUCTIONAL ASSISTANT 1	0.313	E11	9/3/24	6/11/25
MOHR	LORI	EMPLOY	REPLACE VILLAVICENCIO	HOURLY	TUALATIN ES	INSTRUCTIONAL ASSISTANT 1	0.406	E6	9/3/24	6/11/25
MONTES	CARMEN	EMPLOY	REPLACE	CLASSIFIED	FOWLER	NUTRITION ASSISTANT 1	0.688	C7	9/3/24	
MORALES	MAXIMUS	EMPLOY	REHIRE	HOURLY	TUALATIN ES	INSTRUCTIONAL ASSISTANT 1	0.313	E5	9/3/24	6/11/25
MORTHLAND	KRISTIN	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H11	9/5/24	6/9/25
MUELLER	NICOLE	EMPLOY	REPLACE ROBERTS	HOURLY	DURHAM	INSTRUCTIONAL ASSISTANT 1	0.313	E6	9/3/24	6/11/25
NOTARAS	CHRISTOPHER	EMPLOY	REPLACE LIGHT	CLASSIFIED	TRANSPORTATION	VAN DRIVER FOR STUDENTS	0.625	H4	9/3/24	
O'FARRELL	CHARLENE	EMPLOY	REHIRE	HOURLY	WOODWARD	INSTRUCTIONAL ASSISTANT 1	0.281	E9	9/3/24	6/11/25
PEDERSEN	CASSIDY	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H7	9/5/24	6/9/25
PEDERSEN	REBECCA	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H7	9/5/24	6/9/25
POTTER	CLAIRE	EMPLOY	REHIRE	HOURLY	CF TIGARD	TITLE 1 ASSISTANT	0.469	H9	9/3/24	6/11/25
RODIRGUEZ	SARAH	EMPLOY	REHIRE	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0.469	H11	9/9/24	6/6/25
ROLEY	ALEECE	EMPLOY	REPLACE	CLASSIFIED	WISE	LEARNING SPECIALIST ASSISTANT	0.875	I11	9/3/24	
ROSENTRETER	MICHAEL	EMPLOY	REHIRE	HOURLY	ALBERTA RIDER	INSTRUCTIONAL ASSISTANT 1	0.313	E3	9/3/24	6/11/25
RUIZ NAVARRETE	ALONDRA	EMPLOY	REHIRE	HOURLY	METZGER	TITLE 1 ASSISTANT/INSTRUCTIONAL ASSISTANT 1	0.438	H4/E4	9/3/24	6/11/25
SAM	MATHLEEN	EMPLOY	REPLACE SMITH	HOURLY	CF TIGARD	INSTRUCTIONAL ASSISTANT 1	0.281	E6	9/3/24	6/11/25
SCHNELL-BRUTON	MARIANNE	EMPLOY	REHIRE	HOURLY	ART RUTKIN	INSTRUCTIONAL ASSISTANT 2	0.469	G3	9/16/24	5/30/25
SCHOTT	ANNA	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	INSTRUCTIONAL ASSISTANT 1	0.406	E2	9/3/24	6/11/25
SHIMOJIMA	MERL DIANNE	EMPLOY	REHIRE	HOURLY	CF TIGARD	TITLE 1 ASSISTANT	0.469	H10	9/3/24	6/11/25
SHYUU	MELODY	EMPLOY	REHIRE	HOURLY	TUALATIN ES	NUTRITION ASSISTANT 1	0.350	C3	9/3/24	6/10/25
SIECKMAN-OVERTON	SAMANTHA	EMPLOY	REPLACE WINEGAR	CLASSIFIED	TEMPLETON	LEARNING SPECIALIST ASSISTANT	0.813	I6	9/3/24	
SMART	DANIELLE	EMPLOY	REHIRE	HOURLY	WOODWARD	INSTRUCTIONAL ASSISTANT 1	0.281	E11	9/3/24	6/11/25
STEIN	ROSALYN	EMPLOY	REHIRE	HOURLY	TUALATIN ES	INSTRUCTIONAL ASSISTANT 1	0.313	E6	9/3/24	6/11/25
TADDEO	STEPHANY	EMPLOY	NEW POSITION	CLASSIFIED	LIFEWORKS	LEARNING SPECIALIST ASSISTANT	0.750	I3	9/4/24	
TRENT	LINDA	EMPLOY	REPLACE	CLASSIFIED	TUALATIN HIGH	HS CURRICULUM SEC/DATA COORDINATOR	1.000	K6	8/29/24	
TWEDE	JESSICA	EMPLOY	REPLACE PEREZ	CLASSIFIED	TUALATIN HIGH	BUILDING LIBRARY MEDIA COORDINATOR	1.000	I2	9/3/24	
VALENZUELA	ARMANDO	CHANGE	REPLACE OLIVAN	CLASSIFIED	TIGARD HIGH	BUILDING SPECIALIST 4	1.000	M9	8/30/24	
VANDERVELDEN	HANNAH	EMPLOY	REHIRE	HOURLY	CF TIGARD	INSTRUCTIONAL ASSISTANT 1	0.281	E8	9/3/24	6/11/25
VAN RENSBURG	RUTH	EMPLOY	REPLACE	HOURLY	WOODWARD	INSTRUCTIONAL ASSISTANT 1	0.113	E2	9/4/24	6/11/25
VENHEIM	LYNNETTE	TERM	RETIRE	CLASSIFIED	CF TIGARD	LEARNING SPECIALIST ASSISTANT	0.813	I11	9/30/24	
VERONA	BRYCE	EMPLOY	REHIRE	HOURLY	TEMPLETON	TITLE 1 ASSISTANT	0.469	H5	9/5/24	6/9/25
VLASAK	ROBERT	EMPLOY	REPLACE	CLASSIFIED	TRANSPORTATION	DISTRICT BUS DRIVER	0.750	I6	9/3/24	
WILCOCK	SUSAN	EMPLOY	REHIRE	HOURLY	BRIDGEPORT	INSTRUCTIONAL ASSISTANT 1	0.469	E11/I11	9/3/24	6/11/25

WEENER	KATRINA	EMPLOY	REHIRE	HOURLY	TUALATIN ES	TITLE 1 ASSISTANT	0/4688	H7	9/9/24	6/6/25
HUMAN RESOURCES REPORT - EXTENDED RESPONSIBILITY										
LASTNAME	FIRSTNAME	RECOMMENDED ACTION		CATEGORY	BUILDING	ASSIGNMENT	FTE	RATE	EFFECTIVE	DATE ENDS
BEARD	BATYA	EMPLOY	REPLACE	COACH	TIGARD HIGH SCHOOL	HEAD COACH CROSS COUNTRY	0.250	C1	8/19/24	10/30/24





Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

September 9, 2024

TO: Board of Directors  
FR: Jessica Seay  
RE: Preliminary June and July Financial Report

### **EXPLANATION**

This month's financial report includes the preliminary June and July 2024 statements.

The MITCH Charter School statements for April and May 2024 are also included, while the June and July statements are pending.

### **JUNE MONTHLY UPDATE**

The current projected ending fund balance of \$17.8 million is less than the \$19.0 million estimated at the time of the proposed budget for 2024-25. The less than projected amount of the ending fund balance is tied to slightly more expenses (\$103 thousand) and \$1.09 million less revenue. Less revenue is attributable to two items: 1) TTSD's initial reconciliation of its 2023-24 Total Formula Revenue indicated receipts were \$440k more than prescribed (tied mostly to fewer reimbursable transportation expenses) and 2) a shortfall in Intermediate Source resource streams. The District will need to review enrollment, employee health insurance selections, hiring results, and negotiation outcomes with Tigard-Tualatin Education Association (TTEA) to determine the next set of actions to balance the missed beginning fund balance in the 2024-25 budget.

### **JUNE 2024 GENERAL FUND**

#### **Revenue:**

Total General Fund revenues were over budget by \$3.3 million for the year. State Sources exceeded budget estimates by \$2.6 million due, in large part, to the increase in K-12 funding allocated during the 2023 legislative session after the District adopted its budget. Additionally, Local Sources exceeded budget by \$1.7 million due to strong collections for local option and property taxes. These increases were offset by the missed revenue projection in Intermediate Sources referred to above.

#### **Expenditures:**

Total expenditures were under budget by \$970 thousand due to the following:

- Payroll and benefits were under budget by ~\$3.0 million due to unfilled vacancies and savings in areas such as health insurance.
- Purchased services were overbudget by ~\$1.7 million driven by substitute services, transportation, and repairs and maintenance expenses.
- Consumable supplies and materials exceeded budget by \$454 thousand driven by more staff accessing Professional Educator Fund resources than planned, technology related purchases and fuel for transportation.

**Projected Ending Fund Balance:**

The budgeted 2024-25 beginning fund balance is \$19.0 million. The preliminary ending fund balance for June 30, 2024 is \$17.8 million as described above. This amount may shift up or down as the District completes the 2023-24 closing process which includes the final review and reconciliation of all funds and accounts between now and the start of the audit in mid-October.

**JULY 2024 GENERAL FUND****Revenue:**

Revenue in July consists mainly of the double State School Fund Grant payment. Property taxes received in July and August are recorded in the prior year.

**Expenditures:**

Expenditures in July are mainly payroll costs for 12-month employees. Actual expenditures for all employees will be reflected in the September financial report after the first payroll for 10-month employees. Purchased services increased slightly from the prior year (Electricity is in Top 10 Expenditures by Object this July whereas it was not last year due to timing related to paying invoices).

**Projected Ending Fund Balance:**

At this time the projected ending fund balance for June 30, 2025 is \$12.6 million compared to the budgeted \$13.9 million. This decrease is largely attributable to the missed ending fund balance in 2023-24 which informed the beginning fund balance approved in the 2024-25 budget (see June 2024 General Fund analysis above).

**2024-25 Budgeted Ending Fund Balance:**

The current budgeted General Fund ending fund balance for 2024-25, if there is no transfer of contingency funds, is ~\$13.9 million. Approximately \$3.9 million of the beginning fund balance will be applied to balance the budget. As noted previously, the District will most likely need to participate in a mid-year budget exercise to ensure that the budgeted ending fund balance is met.

Future monthly Board Financial Reports will focus on changes that will impact the ending fund balance. Monitoring ending fund balance and use of reserves will also confirm or refute the district's ability to sustain programming in future years. During the year, we will share a monthly analysis under the section titled **Projected Ending Fund Balance**. Some future items to track and monitor that could impact District finances include the following:

- Future economic forecasts which will project state revenue in the current biennium and beyond.
- Fall enrollment, as enrollment drives Average Daily Membership weighted (ADMw), a primary element of the State School Fund revenue formula, in addition to staffing needs. The enrollment used to determine budgeted Total Formula Revenue for 2024-25 is 11,160, a decline from 11,267 students in the fall of 2023. We will know more about 2024 fall enrollment after the "ten day drop" milestone passes in mid-September.
- The financial impact of a negotiated contract with Tigard-Tualatin Education Association.
- Final grant allocations – as of the preparation of this memo, three grant or pass through revenue sources have notified the District that preliminary allocations are less than those shared when the 2024-25 budget was prepared and adopted. Due to many of the district's grants being leveraged in payroll and related benefits, a reduction in a grant source mid-year has the potential to be a strain on general fund resources.

District Board policy DBDB requires specific reserves based on the budgeted operating revenue.

- Contingency 2%
- Rainy Day Reserve 5%
- Unappropriated Ending Fund Balance 5%

The Board may transfer funds to other appropriation levels by resolution only.

The budgeted reserves are broken down as follows below. Note that the Board approved drawing down the Rainy Day Reserve to 1% of operating revenues in the 2024-25 budget.

Contingency	
Operating Contingency	\$3,444,668
Ending Fund Balance	
Unappropriated Ending Fund Balance	8,611,670
Rainy Day Reserve	1,830,995
<b>Total</b>	<b><u>\$13,887,333</u></b>

PRESENTER: Jessica Seay, Chief Financial Officer  
Sarah Mehrabzadeh, Controller

SUPPLEMENTARY  
MATERIALS: June and July 2024 Financial Statements; MITCH Charter School April  
and May 2024 Financial Statements

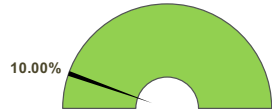
RECOMMENDATION: NONE

PROPOSED MOTION: NONE

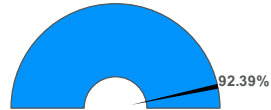
# Tigard Tualatin School District 23J General Fund | Expenditure Dashboard Summary

For the Period Ending June 30, 2024

Projected Year End Balance  
as % of Budgeted Expenditures

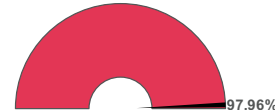


Actual YTD Expenditures



Projected YTD Expenditures  
91.62%

Actual YTD Salaries/Benefits



Projected YTD Salaries/Benefits  
98.63%

Actual YTD All Other Objects



Projected YTD All Other Objects  
98.46%

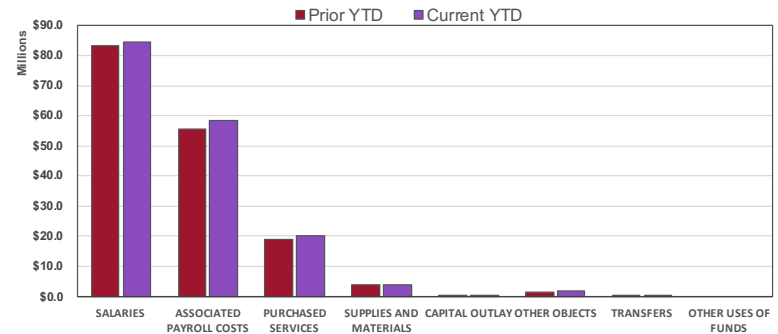
## Expenditure Analysis

Top 10 Expenditures by Object (Year-to-Date)

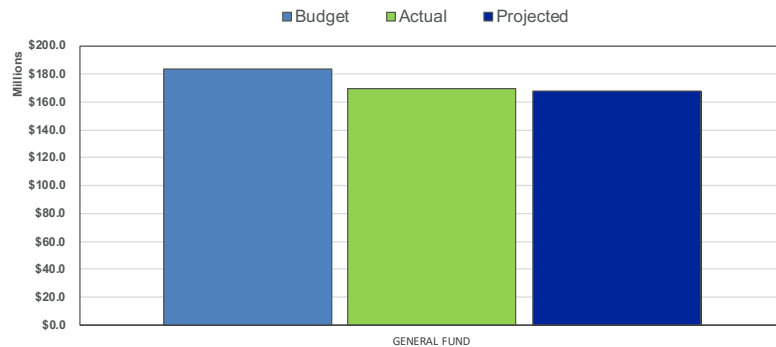
LICENSED SALARIES	\$55,448,105
CLASSIFIED/CONF SALARIES	\$16,719,654
OPSRP EMPLOYER CONTRIB	\$12,216,675
HEALTH INS - LICENSED	\$10,750,340
HEALTH INS - CLASSIFIED	\$7,142,972
F I C A	\$6,635,647
ADMINISTRATOR SALARIES	\$6,276,142
REIMB STUDENT TRANSPORT	\$6,085,613
PERS EMPLOYER CONTRB	\$6,048,314
PERS EMPLOYEE CONTR-P/U	\$4,913,195

Percent of Total Expenditures Year-to-Date 78.08%

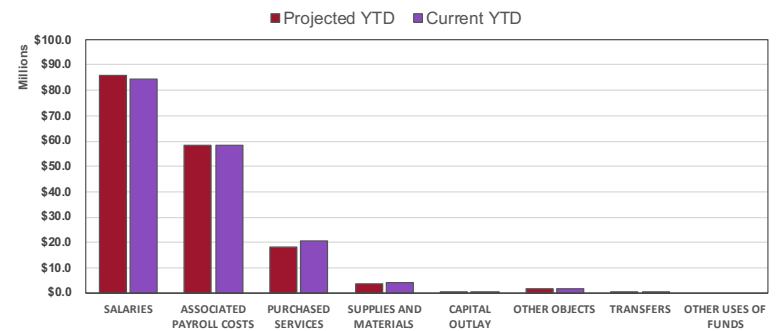
Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Actual YTD / Projected YTD

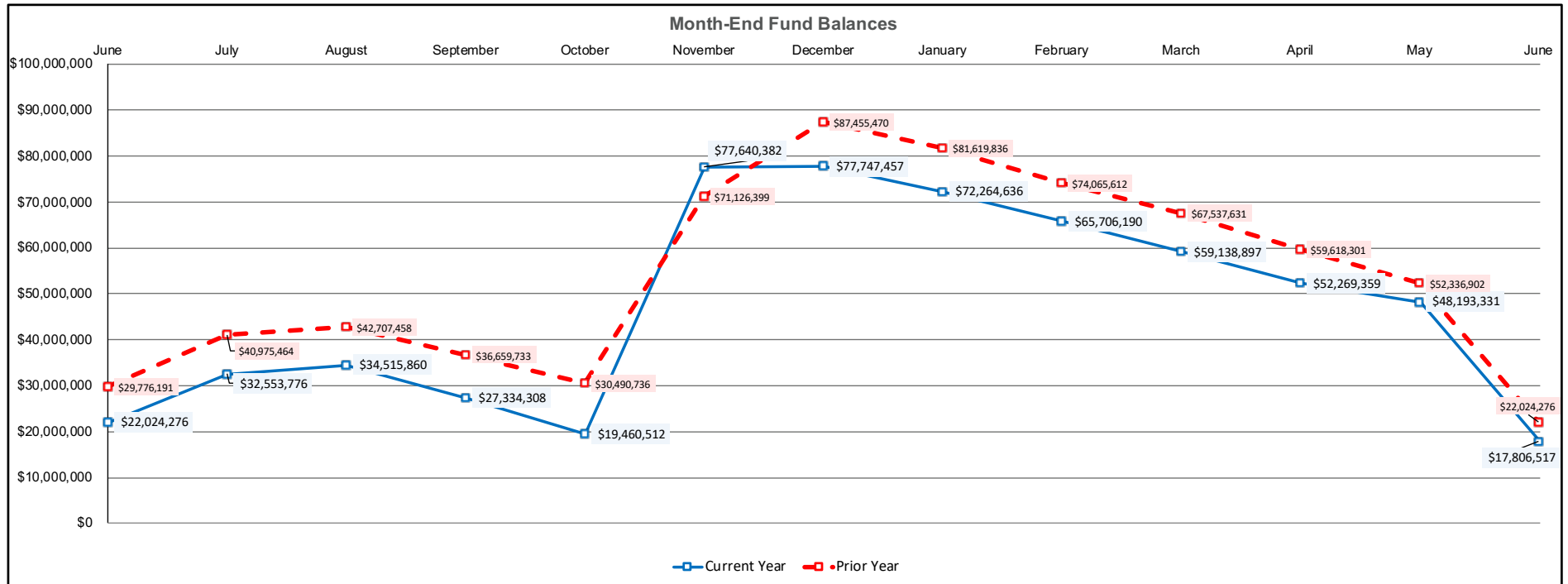


Expenditures by Object | Projected YTD vs. Current YTD



## Tigard Tualatin School District 23J General Fund

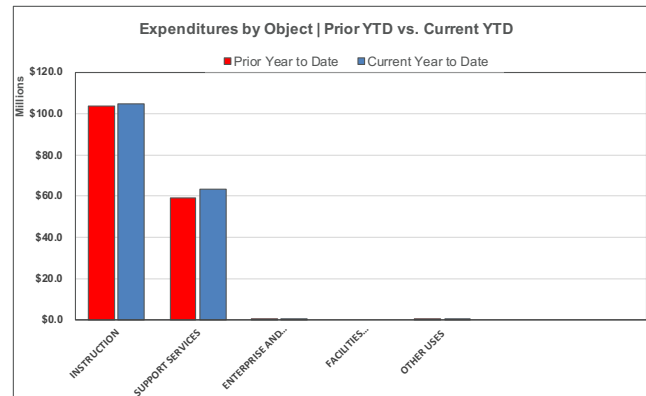
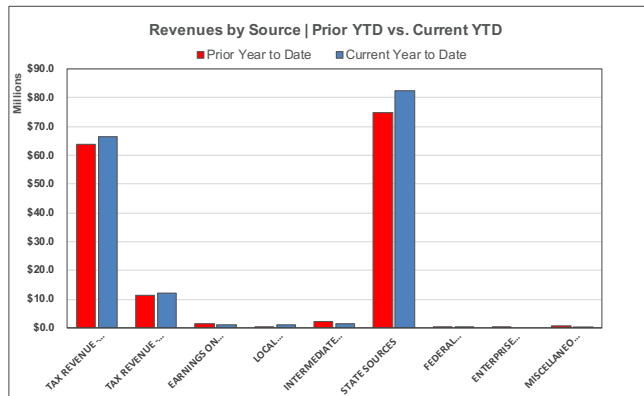
Fund Balance Report | For the Period Ending June 30, 2024



# Tigard Tualatin School District 23J General Fund | Financial Summary

For the Period Ending June 30, 2024

	Prior YTD	Prior Year Total	% of PY Actual to Total	Current YTD	Annual Budget	YTD % of Budget
July Beginning Fund Balance	\$29,776,191	\$29,776,191	100.00%	\$22,024,276	\$21,500,000	102.44%
<b>REVENUES</b>						
Tax Revenue - Local Property Taxes	\$63,831,741	\$63,831,741	100.00%	\$66,486,709	\$65,800,000	101.04%
Tax Revenue - Local Option Taxes	11,426,452	11,426,452	100.00%	12,008,013	11,700,000	102.63%
Earnings on Investments	1,464,801	1,464,801	100.00%	1,254,295	750,000	167.24%
Local Sources - Other	283,050	283,050	100.00%	1,131,282	940,000	120.35%
Intermediate Sources	2,265,957	2,265,957	100.00%	1,278,287	2,270,000	56.31%
State Sources	74,635,692	74,635,692	100.00%	82,270,827	79,641,862	103.30%
Federal Sources	1,973	1,973	100.00%	12,944	0	
Enterprise and Community Services	82,965	82,965	100.00%	0	0	
Miscellaneous Sources	562,344	562,344	100.00%	423,178	423,265	99.98%
All Other Sources	244,119	244,119	100.00%	278,973	286,000	97.54%
<b>TOTAL REVENUE</b>	<b>\$154,799,092</b>	<b>\$154,799,092</b>	<b>100.00%</b>	<b>\$165,144,508</b>	<b>\$161,811,127</b>	<b>102.06%</b>
<b>EXPENDITURES</b>						
<b>Instruction</b>						
Salaries & Benefits	\$95,842,338	\$95,842,338	100.00%	\$96,769,769	\$98,958,515	97.79%
Purchased Services	6,215,719	6,215,719	100.00%	6,583,551	4,848,699	135.78%
Supplies and Materials	1,276,559	1,276,559	100.00%	1,269,731	908,313	139.79%
Capital Outlay	11,519	11,519	100.00%	0	2,300	0.00%
Other Objects	248,693	248,693	100.00%	221,352	142,574	155.25%
<b>Total Instruction</b>	<b>\$103,594,828</b>	<b>\$103,594,828</b>	<b>100.00%</b>	<b>\$104,844,404</b>	<b>\$104,860,401</b>	<b>99.98%</b>
<b>Support Services</b>						
Salaries & Benefits	\$42,725,548	\$42,725,548	100.00%	\$45,780,507	\$46,632,639	98.17%
Purchased Services	12,575,127	12,575,127	100.00%	13,776,356	13,736,263	100.29%
Supplies and Materials	2,412,698	2,412,698	100.00%	2,592,643	2,504,366	103.52%
Capital Outlay	325,905	325,905	100.00%	5,230	153,650	3.40%
Other Objects	1,366,309	1,366,309	100.00%	1,516,163	1,561,939	97.07%
<b>Total Support Services</b>	<b>\$59,405,586</b>	<b>\$59,405,586</b>	<b>100.00%</b>	<b>\$63,670,899</b>	<b>\$64,588,857</b>	<b>98.58%</b>
<b>Enterprise and Community Services</b>						
Salaries & Benefits	\$340,482	\$340,482	100.00%	\$429,406	\$361,876	118.66%
Purchased Services	5,834	5,834	100.00%	10,146	39,508	25.68%
Supplies and Materials	11,438	11,438	100.00%	30,795	26,890	114.52%
Other Objects	0	0		468	0	
<b>Total Enterprise Community Services</b>	<b>\$357,754</b>	<b>\$357,754</b>	<b>100.00%</b>	<b>\$470,815</b>	<b>\$428,274</b>	<b>109.93%</b>
<b>Facilities Acquisition and Construction</b>						
Total Facilities Acq. And Construction	\$0	\$0		\$0	\$0	
<b>Other Uses</b>						
Transfers	54,000	54,000	100.00%	376,130	454,000	82.85%
<b>Total Other Uses</b>	<b>\$54,000</b>	<b>\$54,000</b>	<b>100.00%</b>	<b>\$376,130</b>	<b>\$454,000</b>	<b>82.85%</b>
<b>Total Contingencies</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$3,236,223</b>	<b>0.00%</b>
<b>Total Unappropriated Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$9,743,372</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$163,412,168</b>	<b>\$163,412,168</b>	<b>100.00%</b>	<b>\$169,362,248</b>	<b>\$183,311,127</b>	<b>92.39%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$8,613,075)</b>	<b>(\$8,613,075)</b>		<b>(\$4,217,740)</b>		
Current Month Ending Fund Balance	\$22,024,276			\$17,806,517		



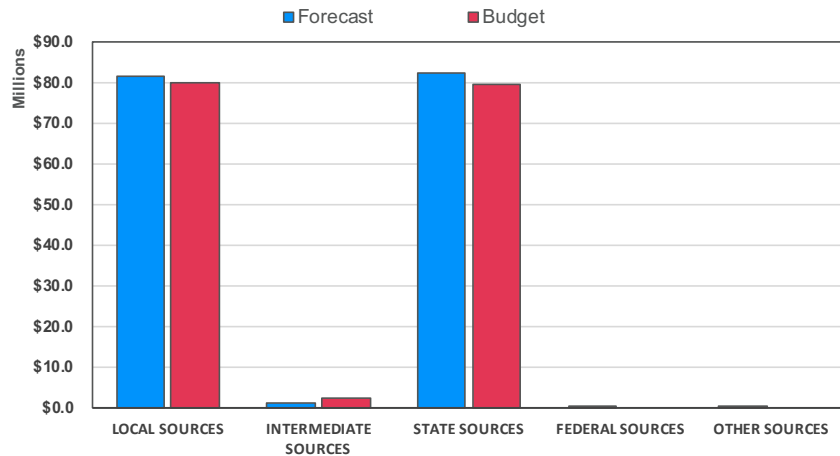


# Tigard Tualatin School District 23J General Fund | Financial Projection

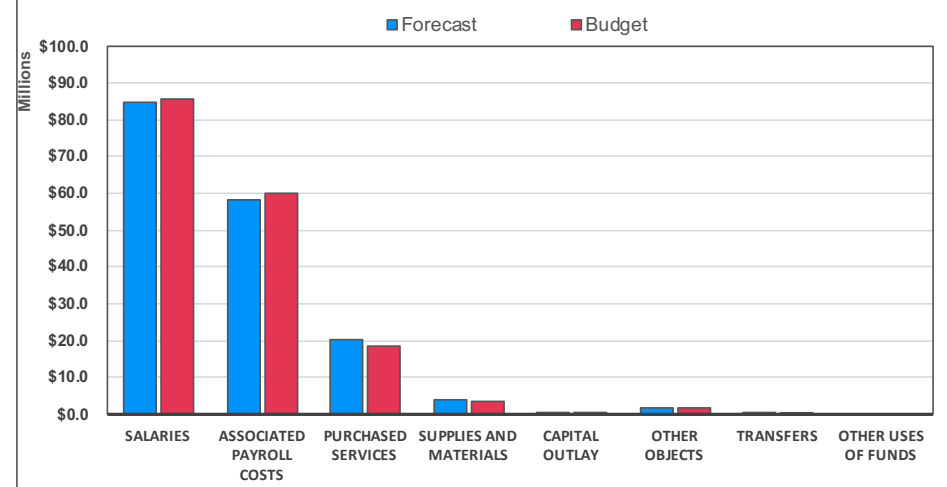
For the Period Ending June 30, 2024

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
<b>Beginning Fund Balance</b>	\$29,776,191	\$22,024,276		\$22,024,276	\$21,500,000	\$524,276
<b>REVENUES</b>						
Local Sources	\$77,887,405	\$81,582,405	\$0	\$81,582,405	\$79,899,265	\$1,683,140
Intermediate Sources	2,265,957	1,278,287	0	1,278,287	2,270,000	(991,713)
State Sources	74,635,692	82,270,827	0	82,270,827	79,641,862	2,628,965
Federal Sources	1,973	12,944	0	12,944	0	12,944
Other Sources	8,065	46	0	46	0	46
<b>TOTAL REVENUE</b>	<b>\$154,799,092</b>	<b>\$165,144,508</b>	<b>\$0</b>	<b>\$165,144,508</b>	<b>\$161,811,127</b>	<b>\$3,333,381</b>
<b>EXPENDITURES</b>						
Salaries	\$83,235,387	\$84,660,230	\$0	\$84,660,230	\$85,771,132	\$1,110,902
Associated Payroll Costs	55,672,982	58,319,472	0	58,319,472	60,181,898	1,862,426
Purchased Services	18,796,680	20,370,053	0	20,370,053	18,624,470	(1,745,583)
Supplies and Materials	3,700,694	3,893,169	0	3,893,169	3,439,569	(453,600)
Capital Outlay	337,424	5,230	0	5,230	155,950	150,720
Other Objects	1,615,001	1,737,983	0	1,737,983	1,704,513	(33,470)
Transfers	54,000	376,130	0	376,130	454,000	77,870
Other Uses of Funds	0	0	0	0	0	0
Contingencies	0	0	0	0	3,236,223	3,236,223
Unappropriated Ending Fund Balance	0	0	0	0	9,743,372	9,743,372
<b>TOTAL EXPENDITURES</b>	<b>\$163,412,168</b>	<b>\$169,362,267</b>	<b>\$0</b>	<b>\$169,362,267</b>	<b>\$183,311,127</b>	<b>\$13,948,860</b>
<b>SURPLUS / (DEFICIT)</b>	<b>(\$8,613,075)</b>	<b>(\$4,217,759)</b>	<b>\$0</b>	<b>(\$4,217,759)</b>	<b>(\$21,500,000)</b>	<b>\$17,806,517</b>
<b>Ending Fund Balance</b>	<b>\$22,024,276</b>	<b>\$17,806,517</b>		<b>\$17,806,517</b>	<b>\$0</b>	

Revenues by Source | Forecast vs. Budget



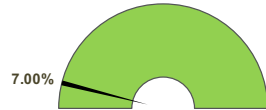
Expenditures by Object | Forecast vs. Budget



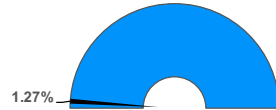
# Tigard Tualatin School District 23J General Fund | Expenditure Dashboard Summary

For the Period Ending July 31, 2024

Projected Year End Balance  
as % of Budgeted Expenditures

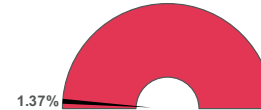


Actual YTD Expenditures



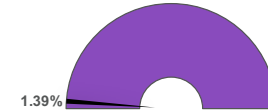
Projected YTD Expenditures  
1.47%

Actual YTD Salaries/Benefits



Projected YTD Salaries/Benefits  
1.53%

Actual YTD All Other Objects



Projected YTD All Other Objects  
1.87%

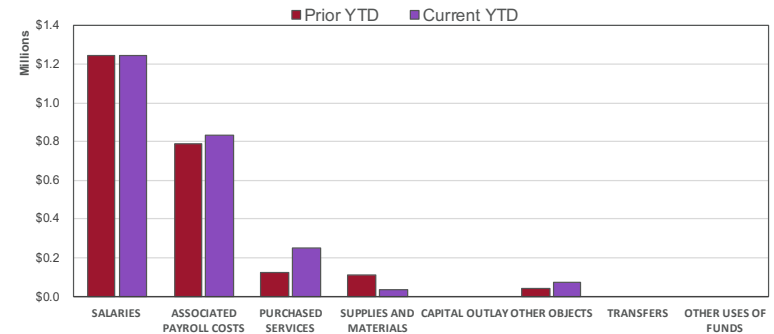
## Expenditure Analysis

Top 10 Expenditures by Object (Year-to-Date)

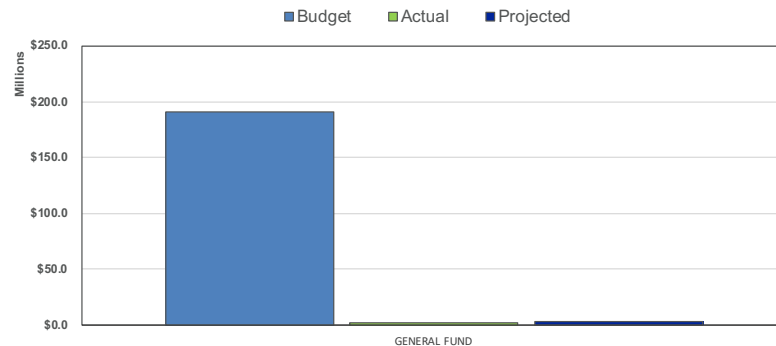
CLASSIFIED/CONF SALARIES	\$563,765
ADMINISTRATOR SALARIES	\$509,721
OPSRP EMPLOYER CONTRIB	\$187,024
HEALTH INS - CLASSIFIED	\$182,625
ELECTRICITY	\$125,032
MANAGERIAL SALARIES	\$118,121
F I C A	\$94,743
REPAIR & MAINTENANCE SERVICES	\$89,075
PERS EMPLOYER CONTRB	\$77,240
PERS EMPLOYEE CONTR-P/U	\$72,569

Percent of Total Expenditures Year-to-Date 83.00%

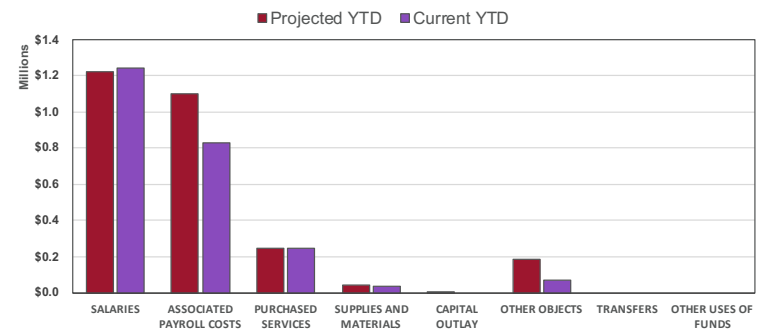
Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Actual YTD / Projected YTD

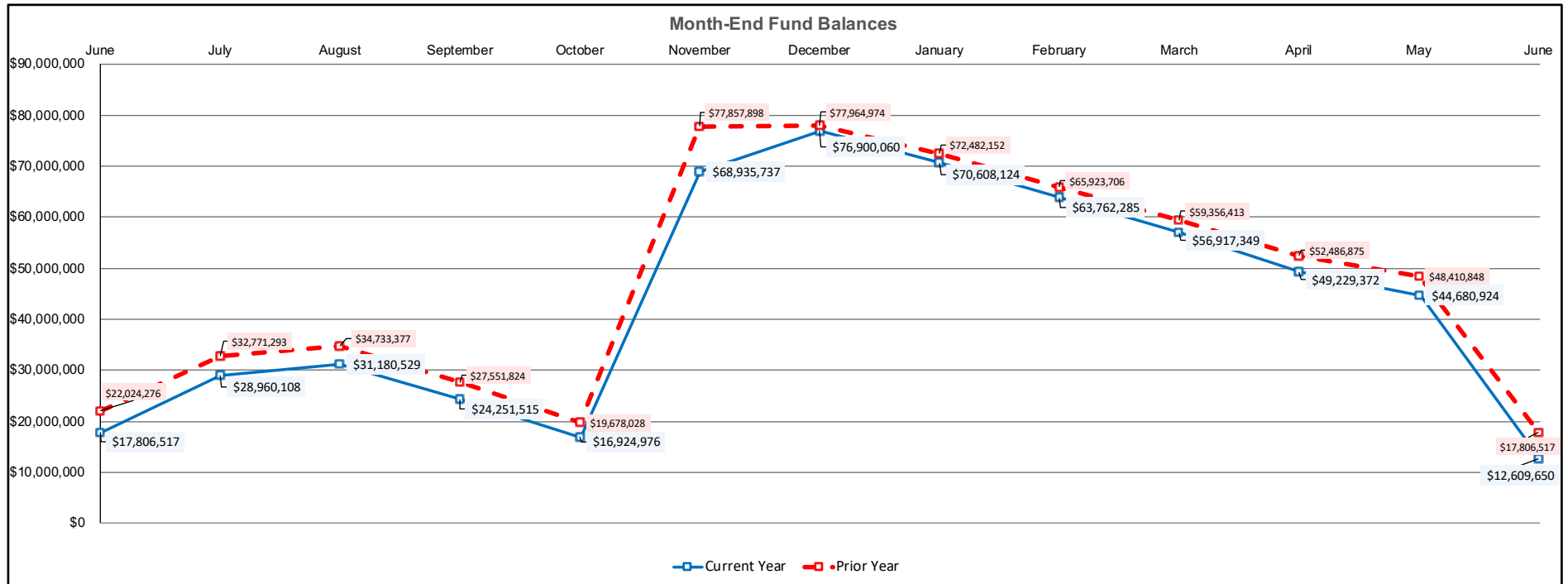


Expenditures by Object | Projected YTD vs. Current YTD



## Tigard Tualatin School District 23J General Fund

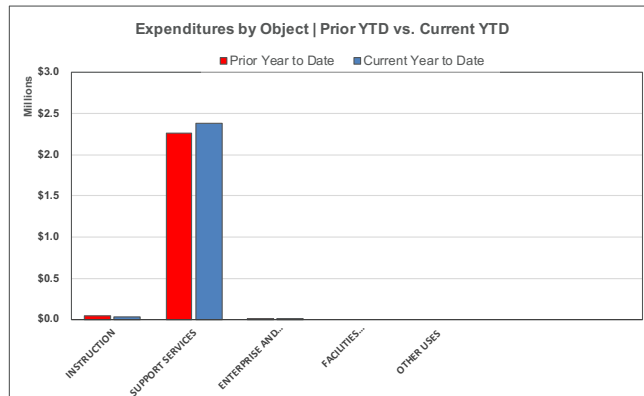
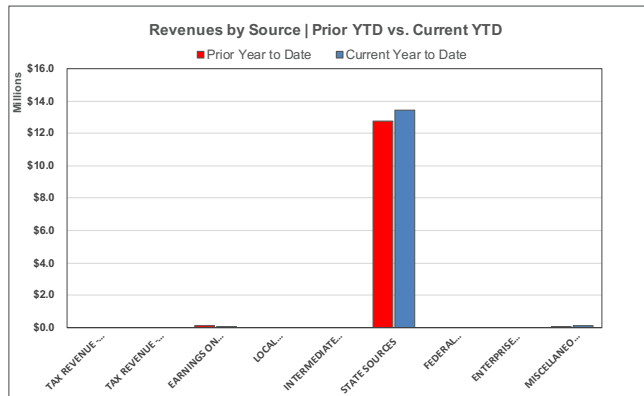
Fund Balance Report | For the Period Ending July 31, 2024



# Tigard Tualatin School District 23J General Fund | Financial Summary

For the Period Ending July 31, 2024

	Prior YTD	Prior Year Total	% of PY Actual to Total	Current YTD	Annual Budget	YTD % of Budget
July Beginning Fund Balance	\$22,024,276	\$22,024,276	100.00%	\$17,806,517	\$19,000,000	93.72%
<b>REVENUES</b>						
Tax Revenue - Local Property Taxes	\$0	\$66,283,468	0.00%	\$0	\$68,300,000	0.00%
Tax Revenue - Local Option Taxes	0	11,971,572	0.00%	0	12,300,000	0.00%
Earnings on Investments	105,609	1,255,713	8.41%	23,399	1,000,000	2.34%
Local Sources - Other	0	675,900	0.00%	0	820,000	0.00%
Intermediate Sources	0	1,278,287	0.00%	0	2,770,000	0.00%
State Sources	12,733,344	82,710,251	15.40%	13,462,672	85,988,383	15.66%
Federal Sources	0	839	0.00%	0	0	0.00%
Enterprise and Community Services	0	0	0.00%	0	0	0.00%
Miscellaneous Sources	3,584	352,178	1.02%	101,184	500,000	20.24%
All Other Sources	0	275,677	0.00%	0	555,000	0.00%
<b>TOTAL REVENUE</b>	<b>\$12,842,538</b>	<b>\$164,803,884</b>	<b>7.79%</b>	<b>\$13,587,255</b>	<b>\$172,233,383</b>	<b>7.89%</b>
<b>EXPENDITURES</b>						
<b>Instruction</b>						
Salaries & Benefits	\$33,560	\$96,767,853	0.03%	\$31,182	\$101,622,128	0.03%
Purchased Services	11,004	6,590,187	0.17%	3,949	5,336,679	0.07%
Supplies and Materials	0	1,226,984	0.00%	1,570	950,712	0.17%
Capital Outlay	0	0	0.00%	0	2,300	0.00%
Other Objects	0	265,565	0.00%	1,200	142,826	0.84%
<b>Total Instruction</b>	<b>\$44,565</b>	<b>\$104,850,588</b>	<b>0.04%</b>	<b>\$37,901</b>	<b>\$108,054,645</b>	<b>0.04%</b>
<b>Support Services</b>						
Salaries & Benefits	\$1,997,964	\$45,876,676	4.36%	\$2,035,906	\$49,636,028	4.10%
Purchased Services	109,873	13,867,837	0.79%	243,760	14,522,436	1.68%
Supplies and Materials	113,640	2,607,811	4.36%	32,895	2,584,023	1.27%
Capital Outlay	0	10,210	0.00%	0	153,650	0.00%
Other Objects	43,230	1,502,870	2.88%	73,312	1,833,745	4.00%
<b>Total Support Services</b>	<b>\$2,264,707</b>	<b>\$63,865,403</b>	<b>3.55%</b>	<b>\$2,385,873</b>	<b>\$68,729,882</b>	<b>3.47%</b>
<b>Enterprise and Community Services</b>						
Salaries & Benefits	\$3,766	\$429,406	0.88%	\$9,889	\$371,070	2.67%
Purchased Services	0	9,945	0.00%	0	9,508	0.00%
Supplies and Materials	0	29,329	0.00%	0	26,945	0.00%
Capital Outlay	0	0	0.00%	0	0	0.00%
Other Objects	0	468	0.00%	0	0	0.00%
<b>Total Enterprise Community Services</b>	<b>\$3,766</b>	<b>\$469,148</b>	<b>0.80%</b>	<b>\$9,889</b>	<b>\$407,523</b>	<b>2.43%</b>
<b>Facilities Acquisition and Construction</b>						
<b>Total Facilities Acq. And Construction</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<b>Other Uses</b>						
Transfers	0	54,000	0.00%	0	154,000	0.00%
<b>Total Other Uses</b>	<b>\$0</b>	<b>\$54,000</b>	<b>0.00%</b>	<b>\$0</b>	<b>\$154,000</b>	<b>0.00%</b>
<b>Total Contingencies</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$3,444,668</b>	<b>0.00%</b>
<b>Total Unappropriated Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$10,442,665</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,313,037</b>	<b>\$169,239,140</b>	<b>1.37%</b>	<b>\$2,433,664</b>	<b>\$191,233,383</b>	<b>1.27%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$10,529,500</b>	<b>(\$4,435,256)</b>		<b>\$11,153,591</b>		
<b>Current Month Ending Fund Balance</b>	<b>\$32,771,293</b>			<b>\$28,960,108</b>		

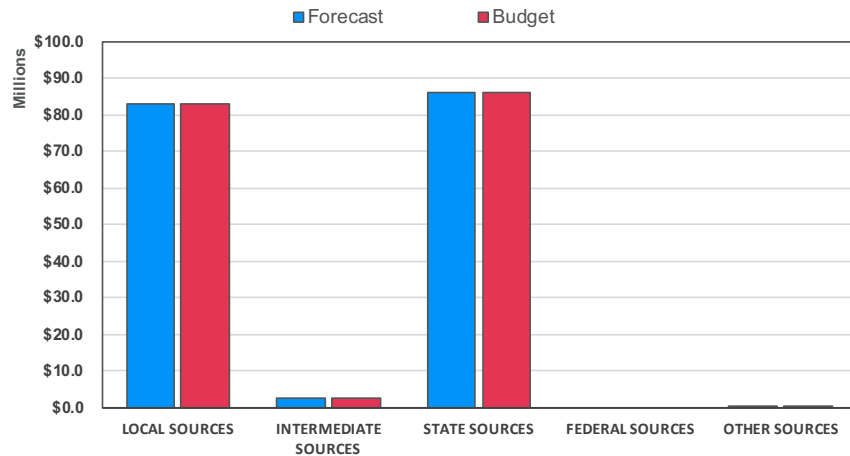


# Tigard Tualatin School District 23J General Fund | Financial Projection

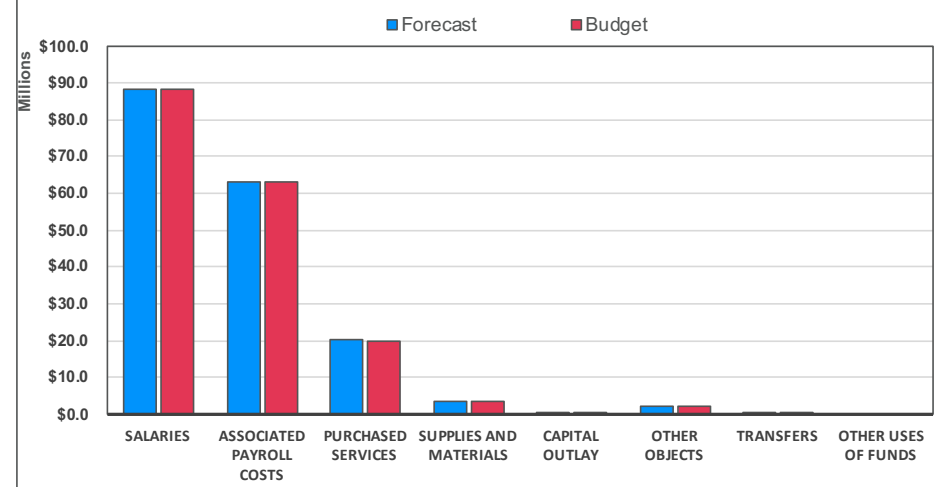
For the Period Ending July 31, 2024

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
<b>Beginning Fund Balance</b>	\$22,024,276	\$17,806,517		\$17,806,517	\$19,000,000	(\$1,193,483)
<b>REVENUES</b>						
Local Sources	\$109,194	\$124,583	\$83,093,866	\$83,218,449	\$83,125,000	\$93,449
Intermediate Sources	0	0	2,770,000	2,770,000	2,770,000	0
State Sources	12,733,344	13,462,672	72,813,032	86,275,704	85,988,383	287,321
Federal Sources	0	0	0	0	0	0
Other Sources	0	0	321,888	321,888	350,000	(28,112)
<b>TOTAL REVENUE</b>	<b>\$12,842,538</b>	<b>\$13,587,255</b>	<b>\$158,998,785</b>	<b>\$172,586,040</b>	<b>\$172,233,383</b>	<b>\$352,657</b>
<b>EXPENDITURES</b>						
Salaries	\$1,244,696	\$1,244,063	\$87,240,898	\$88,484,961	\$88,464,911	(\$20,050)
Associated Payroll Costs	790,594	832,915	62,331,401	63,164,315	63,164,315	0
Purchased Services	120,877	247,709	19,831,500	20,079,209	19,868,623	(210,586)
Supplies and Materials	113,640	34,465	3,514,561	3,549,026	3,561,680	12,654
Capital Outlay	0	0	175,825	175,825	155,950	(19,875)
Other Objects	43,230	74,512	2,101,059	2,175,571	1,976,571	(199,000)
Transfers	0	0	154,000	154,000	154,000	0
Other Uses of Funds	0	0	0	0	0	0
Contingencies	0	0	0	0	3,444,668	3,444,668
Unappropriated Ending Fund Balance	0	0	0	0	10,442,665	10,442,665
<b>TOTAL EXPENDITURES</b>	<b>\$2,313,037</b>	<b>\$2,433,664</b>	<b>\$175,349,244</b>	<b>\$177,782,907</b>	<b>\$191,233,383</b>	<b>\$13,450,476</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$10,529,500</b>	<b>\$11,153,591</b>	<b>(\$16,350,458)</b>	<b>(\$5,196,867)</b>	<b>(\$19,000,000)</b>	<b>\$12,609,650</b>
<b>Ending Fund Balance</b>	<b>\$32,771,293</b>	<b>\$28,960,108</b>		<b>\$12,609,650</b>	<b>\$0</b>	

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget





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Administration:  
Caitlin Blood, Interim *Executive Director*

Members:  
Sarah Parker, Chair  
Kristen Hoover, Vice Chair  
Jason Johnston, Treasurer  
Neil Tosuntikool, Secretary

Corey Cabrera  
Susan Noack

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**May 15, 2024**

TO: MITCH Charter School Board of Directors  
FROM: Jason Johnston, Treasurer  
RE: April 2024 Financial Reports

**Overall**

**General Fund**

The MITCH fund increased \$33,360 over the previous month and \$169,403 over the same month last year.

**Revenue:**

MITCH has received 112% of its budgeted target, driven by the additional TTSD funding, Grants, and Enterprise and Community Services.

**Expenses:**

Expenses remain under planned budget, despite additional unplanned expenses.

**Cash and Assets:**

Cash and Investments remain positive compared to the same periods last month and year.



MITCH Charter School  
Composition of Ending Fund Balance  
4/30/2024

Prepared by Susan Matlack Jones & Associates  
From MITCH Records / For MITCH Use Only  
Unaudited

	4/30/2023	3/31/2024	4/30/2024	Change from Prior Month	Change from Prior Year
Cash and Investments	965,127	1,239,497	1,321,300	81,803	356,172
Accounts Receivable	172,592	127,927	78,059	(49,868)	(94,533)
Other Current Assets	22,284	29,137	32,660	3,524	10,376
Right of Use - Leases (net of Accumulated Amortization)	1,452,288	1,270,190	1,270,190	-	(182,098)
Fixed Assets (net of Accumulated Depreciation)	662,315	576,834	576,834	-	(85,481)
Accounts Payable	(27,891)	(13,460)	(14,328)	(867)	13,563
Payroll Liabilities	(23,789)	(26,125)	(25,924)	202	(2,135)
Lease Liability	(1,488,080)	(1,333,553)	(1,333,553)	-	154,527
Deferred Revenue	(25,787)	(25,344)	(26,777)	(1,433)	(990)
<b>Fund Balance</b>	<b>1,709,060</b>	<b>1,845,102</b>	<b>1,878,463</b>	<b>33,360</b>	<b>169,403</b>

MITCH Charter School  
Statement of Revenue and Expenditures  
10 Months Ending April 30, 2024

Prepared by Susan Matlack Jones & Associates  
From MITCH Records / For MITCH Use Only  
Unaudited

	Annual Budget	Year-to-Date Actual	Percent of Budget Realized	SIA - Actual Current Year-to-Date	ESSER 3 - Actual Current Year-to-Date
<b>Resources</b>					
TTSD-SSF	1,869,190	1,914,051	102.4%		
Government Grants	-	191,926			
Misc. Sources - Contributions	68,385	39,036	57.1%		
Local Sources - Activity Fees	66,975	67,927	101.4%		
Enterprise and Community Services	6,000	29,181	486.3%		
Board Fund Raising	-	211			
Interest and Dividend Income	-	905			
<b>Total Resources</b>	<b>2,010,550</b>	<b>2,243,237</b>	<b>111.6%</b>	<b>143,805</b>	<b>42,890</b>
<b>Expenditures:</b>					
Salaries	256,840	224,295	87.3%	-	-
Teacher Salaries - Licensed	767,789	733,467	95.5%	102,503	-
Teacher Salaries - Subs	30,000	26,270	87.6%	-	-
Payroll Taxes	21,821	18,975	87.0%	-	-
Teacher Payroll Taxes	70,607	65,621	92.9%	9,460	-
Employee Benefits	19,800	9,751	49.2%	-	-
Teacher Employee Benefits	75,393	32,111	42.6%	8,816	-
PERS Employer Contribution	60,686	55,198	91.0%	-	-
Teacher PERS Employer Contribution	196,198	154,226	78.6%	12,811	-
Worker's Comp	1,700	3,733	219.6%	-	-
Contract Services	-	1,170		-	-
Bookkeeping Services	32,200	26,237	81.5%	-	-
Payroll Services	2,375	4,088	172.1%	-	-
Audit Services	20,000	20,000	100.0%	-	-
Legal Services	3,000	1,271	42.4%	-	-
Technology Services	5,847	5,654	96.7%	-	-
Board Professional Development	-	450		-	-
Transportation Services	-	3,325		-	-
Instr. Staff Development	5,000	4,081	81.6%	2,164	509
Rent	242,586	159,777	65.9%	-	-
Utilities	20,000	26,427	132.1%	-	5,367
Cleaning Service	35,000	29,080	83.1%	-	23,280
Security Service	4,396	4,836	110.0%	-	2,647
Building Consumables	2,000	2,892	144.6%	-	1,466
Building Non-Consumables	3,000	6,235	207.8%	-	302
Equipment Lease	8,178	7,070	86.5%	-	-
Repairs & Maintenance	8,600	114,952	1336.7%	-	6,133
Telecommunications	1,440	-	0.0%	-	-
Supplies & Materials	-	2,484		200	-
Consumable Supplies & Materials	50,400	42,711	84.7%	-	-
Lunch/Food Services	1,000	402	40.2%	-	-
Textbooks	10,000	14,288	142.9%	558	3,188
Printing & Copying	4,000	1,752	43.8%	-	-
Postage & Delivery	500	190	38.1%	-	-
Marketing	500	-	0.0%	-	-
Event Expense	14,400	2,820	19.6%	-	-
Licenses & Fees	1,200	3,400	283.3%	-	-
Bank Charges & Merchant fees	500	1,410	282.0%	-	-
Insurance	26,000	21,541	82.8%	-	-
Dues & Subscriptions	7,594	13,227	174.2%	7,293	-
Miscellaneous Expenses	-	95		-	-
<b>Total Expenditures</b>	<b>2,010,550</b>	<b>1,845,511</b>	<b>91.8%</b>	<b>143,805</b>	<b>42,890</b>
<b>Excess of Revenue Over Expenditures</b>	<b>-</b>	<b>397,726</b>		<b>-</b>	<b>-</b>



Administration:  
Caitlin Blood, Interim *Executive Director*

Members:  
Sarah Parker, Chair  
Kristen Hoover, Vice Chair  
Jason Johnston, Treasurer  
Neil Tosuntikool, Secretary

Corey Cabrera  
Susan Noack  
Krista Brown

**June 19, 2024**

TO: MITCH Charter School Board of Directors  
FROM: Jason Johnston, Treasurer  
RE: May 2024 Financial Reports

## **Overall**

### **General Fund**

The MITCH fund fell \$9,720 over the prior month yet remains \$117,505 over this same period last year. This is primarily due to smaller income from TTSD.

### **Revenue:**

Through May 2024, MITCH has received 20.6% more funding than budgeted, from SSF and significant increases in donations (Enterprise and Community Services).

### **Expenses:**

Expenses are up slightly over budget, almost all driven by Repairs and Maintenance.

### **Cash and Assets:**

Overall, MITCH maintains \$388,006 in Revenue over Expenses. Cash and Investments, while down slightly month over month, remains positive compared to last year at \$178,886.

*Jason Johnston 6/21/2024*

MITCH Charter School  
Composition of Ending Fund Balance  
5/31/2024

Prepared by Susan Matlack Jones & Associates  
From MITCH Records / For MITCH Use Only  
Unaudited

	5/31/2023	4/30/2024	5/31/2024	Change from Prior Month	Change from Prior Year
Cash and Investments	1,098,045	1,321,300	1,276,932	(44,368)	178,886
Accounts Receivable	67,301	78,059	92,192	14,132	24,891
Other Current Assets	45,324	32,660	56,657	23,996	11,333
Right of Use - Leases (net of Accumulated Amortization)	1,452,288	1,270,190	1,270,190	-	(182,098)
Fixed Assets (net of Accumulated Depreciation)	662,315	576,834	576,834	-	(85,481)
Accounts Payable	(28,758)	(14,328)	(17,384)	(3,057)	11,374
Payroll Liabilities	(27,314)	(25,924)	(26,076)	(153)	1,238
Lease Liability	(1,488,080)	(1,333,553)	(1,333,553)	-	154,527
Deferred Revenue	(29,883)	(26,777)	(27,048)	(271)	2,835
Fund Balance	1,751,237	1,878,463	1,868,742	(9,720)	117,505

MITCH Charter School  
Statement of Revenue and Expenditures  
11 Months Ending May 31, 2024

Prepared by Susan Matlack Jones & Associates  
From MITCH Records / For MITCH Use Only  
Unaudited

	Annual Budget	Year-to-Date Actual	Percent of Budget Realized	SIA - Actual Current Year-to-Date	ESSER 3 - Actual Current Year-to-Date
<b>Resources</b>					
TTSD-SSF	1,869,190	2,059,579	110.2%		
Government Grants	-	206,059			
Misc. Sources - Contributions	68,385	48,468	70.9%		
Local Sources - Activity Fees	66,975	69,240	103.4%		
Enterprise and Community Services	6,000	39,510	658.5%		
Board Fund Raising	-	291			
Interest and Dividend Income	-	1,125			
<b>Total Resources</b>	<b>2,010,550</b>	<b>2,424,272</b>	<b>120.6%</b>	<b>157,937</b>	<b>42,890</b>
<b>Expenditures:</b>					
Salaries	256,840	246,301	95.9%	-	-
Teacher Salaries - Licensed	767,789	808,551	105.3%	113,316	-
Teacher Salaries - Subs	30,000	34,637	115.5%	-	-
Payroll Taxes	21,821	20,939	96.0%	-	-
Teacher Payroll Taxes	70,607	72,405	102.5%	10,450	-
Employee Benefits	19,800	11,131	56.2%	-	-
Teacher Employee Benefits	75,393	34,454	45.7%	9,971	-
PERS Employer Contribution	60,686	60,706	100.0%	-	-
Teacher PERS Employer Contribution	196,198	169,706	86.5%	13,985	-
Worker's Comp	1,700	3,733	219.6%	-	-
Contract Services	-	1,455		-	-
Bookkeeping Services	32,200	28,770	89.3%	-	-
Payroll Services	2,375	4,337	182.6%	-	-
Audit Services	20,000	22,500	112.5%	-	-
Legal Services	3,000	1,916	63.9%	-	-
Technology Services	5,847	5,952	101.8%	-	-
Board Professional Development	-	450		-	-
Transportation Services	-	3,798		-	-
Instr. Staff Development	5,000	4,081	81.6%	2,164	509
Rent	242,586	175,817	72.5%	-	-
Utilities	20,000	28,057	140.3%	-	5,367
Cleaning Service	35,000	31,980	91.4%	-	23,280
Security Service	4,396	5,248	119.4%	-	2,647
Building Consumables	2,000	2,892	144.6%	-	1,466
Building Non-Consumables	3,000	9,072	302.4%	-	302
Equipment Lease	8,178	7,793	95.3%	-	-
Repairs & Maintenance	8,600	123,743	1438.9%	-	6,133
Telecommunications	1,440	-	0.0%	-	-
Supplies & Materials	-	2,731		200	-
Consumable Supplies & Materials	50,400	46,260	91.8%	-	-
Lunch/Food Services	1,000	451	45.1%	-	-
Textbooks	10,000	16,692	166.9%	558	3,188
Printing & Copying	4,000	2,258	56.5%	-	-
Postage & Delivery	500	190	38.1%	-	-
Marketing	500	-	0.0%	-	-
Event Expense	14,400	3,109	21.6%	-	-
Licenses & Fees	1,200	3,437	286.4%	-	-
Bank Charges & Merchant fees	500	1,567	313.3%	-	-
Insurance	26,000	23,695	91.1%	-	-
Dues & Subscriptions	7,594	15,359	202.2%	7,293	-
Miscellaneous Expenses	-	95		-	-
<b>Total Expenditures</b>	<b>2,010,550</b>	<b>2,036,266</b>	<b>101.3%</b>	<b>157,937</b>	<b>42,890</b>
<b>Excess of Revenue Over Expenditures</b>	<b>-</b>	<b>388,006</b>		<b>-</b>	<b>-</b>



TIGARD-TUALATIN SCHOOL DISTRICT 23J  
6960 SW Sandburg Rd.  
Tigard, OR 97223

September 9, 2024

TO: Board of Directors  
FR: Alex Pulaski  
RE: Hispanic Heritage Month Board Proclamation

September 15 - October 15, we nationally recognize Hispanic Heritage Month, celebrating the history, traditions, and culture of the Hispanic and Latino/a/e/x residents in the cities of Tigard, Durham, King City, and Tualatin.

On behalf of the Tigard-Tualatin School District, I present this Board Proclamation in observance of 2024 Hispanic Heritage Month.

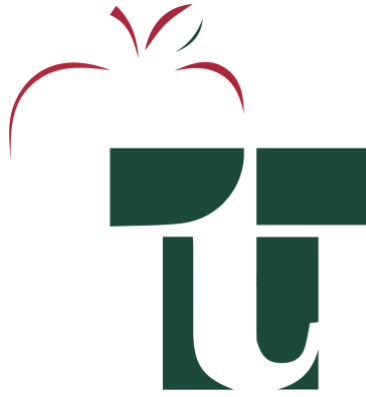
PRESENTERS: Consent Agenda

SUPPLEMENTARY  
MATERIALS: Hispanic Heritage Board Proclamation

REQUESTED ACTION: None

PROPOSED MOTION: Consent Agenda Approval





***TIGARD-TUALATIN SCHOOL DISTRICT 23J***  
***BOARD PROCLAMATION***  
***TO COMMEMORATE HISPANIC HERITAGE MONTH***

**Whereas**, September 15 - October 15, we nationally recognize Hispanic Heritage Month, and the contributions made by Hispanic and Latino/a/e/x Americans in the United States; and

**Whereas**, Hispanic Heritage Month celebrates the history, traditions, and culture of the Hispanic and Latino/a/e/x residents in the cities of Tigard, Durham, King City, and Tualatin. We admire the invaluable ways they contribute to our school district by bringing rich diversity and growth; and

**Whereas**, Hispanics continue their rich tradition of significant and diverse contributions to the cultural, educational, economic and political vitality of the Tigard Tualatin School District; and

**Whereas**, Hispanic and Latino families have worked to overcome many challenges, often in the face of systemic racism; and

**Whereas**, we strive to continue to commemorate this month by recognizing and dedicating ourselves to working together to address the challenges that still face our Hispanic and Latino/a/e/x population.

**NOW, THEREFORE, BE IT RESOLVED**, that on this 9<sup>th</sup> day of September 2024, the Tigard Tualatin School Board does hereby proclaim September 15<sup>th</sup> – October 15<sup>th</sup>, 2024 as Hispanic Heritage Month and encourage all students, families, and community members to celebrate our unique and vibrant history and recommit ourselves to making equitable outcomes for all students possible.

Adopted this 9<sup>th</sup> day of September, 2024.

Signed:

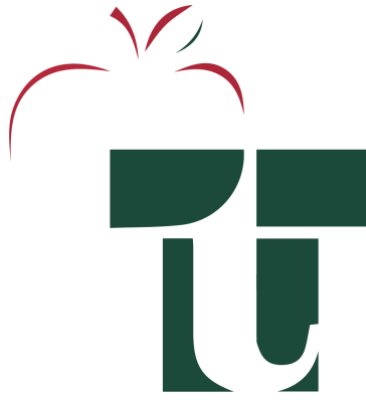
Attest:

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Tristan Irvin, Chair

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Dr. Iton Udosenata, Superintendent



***DISTRICTO ESCOLAR DE TIGARD-TUALATIN***  
***PROCLAMACIÓN DE LA JUNTA***  
***PARA CONMEMORAR EL MES DE LA HERENCIA HISPANA***

**Considerando que**, del 15 de septiembre al 15 de octubre, reconocemos a nivel nacional el Mes de la Herencia Hispana y las contribuciones realizadas por los hispanos y latinos/as/es/x en los Estados Unidos; y

**Considerando que**, el Mes de la Herencia Hispana celebra la historia, las tradiciones y la cultura de los residentes hispanos y latinos/as/es/x en las ciudades de Tigard, Durham, King City y Tualatin. Admiramos las formas invaluable en que contribuyen a nuestro distrito escolar al brindar una rica diversidad y crecimiento; y

**Considerando que**, los hispanos continúan su rica tradición de contribuciones significativas y diversas a la vitalidad cultural, educativa, económica y política del Distrito Escolar de Tigard Tualatin; y

**Considerando que**, las familias hispanas y latinas han trabajado para superar muchos desafíos, a menudo frente al racismo sistémico; y

**Considerando que**, nos esforzamos a continuar a conmemorar este mes reconociendo y dedicándonos a trabajar juntos para afrontar los desafíos que aún enfrenta nuestra población hispana y latina.

**AHORA, POR LO TANTO, SE RESUELVE**, que en este día 9 de septiembre del 2024, la Junta Escolar de Tigard Tualatin proclama del 15 de septiembre al 15 de octubre del 2024 como el Mes de la Herencia Hispana y alienta a todos los estudiantes, familias y miembros de la comunidad a celebrar nuestra historia vibrante y volvemos a comprometernos a lograr resultados equitativos para todos los estudiantes.

Adoptado el día 9 de septiembre de 2024

firma:

Dar fe:

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Tristan Irvin, Presidenta

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Dr. Iton Udosenata, Superintendente

Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

DATE: September 9, 2024

TO: Board of Directors

FR: Len Reed

RE: Introduction: Alex Pulaski, Interim Communication & Community Relations Director

**EXPLANATION:**

The purpose of this segment is to introduce and welcome Alex Pulaski, Interim Communication & Community Relations Director, to TTSD.

**TIGARD-TUALATIN SCHOOL DISTRICT WELCOMES ALEX PULASKI AS INTERIM DIRECTOR OF COMMUNICATIONS AND COMMUNITY RELATIONS**



**Tigard, Oregon** -- The Tigard-Tualatin School District (TTSD) has named Alex Pulaski Interim Director of Communications and Community Relations. Pulaski joins the Tigard-Tualatin School District with a commitment to lifting student achievement and ensuring that all students, especially those from historically underserved communities, are supported in realizing their potential.

Pulaski brings 11 years of experience at the statewide education communication level serving as the Director of Communications for the Oregon School Boards Association (OSBA) since 2016. Before joining OSBA he was a news reporter and editor, including 16 years at The Oregonian.

During his tenure at OSBA, Pulaski worked directly with other education partners to support the passage of the landmark Student Success Act, which has created more than \$1 billion in new funding annually to support Oregon schools.

**PRESENTER:** Len Reed

**SUPPLEMENTARY MATERIALS:** None

**RECOMMENDATION:** Recognition and Good News

**PROPOSED MOTION:** None



TIGARD-TUALATIN SCHOOL DISTRICT 23J  
6960 SW Sandburg Rd.  
Tigard, OR 97223

Date: September 9, 2024

TO: Board of Directors

FR: Jessica Seay, CFO

RE: GFOA Excellence in Financial Reporting Award

**GFOA Excellence in Financial Reporting Award:**

The TTSD's annual comprehensive financial report for the year(s) ended June 30, 2023, which was awarded the Certificate of Achievement for Excellence in Financial Reporting by Government Finance Officers Association of the United States and Canada (GFOA). The Certificate of Achievement, awarded to **David Moore, Retired CFO** and **Sarah Mehrabzadeh, Controller**, is the highest form of recognition for excellence in state and local government financial reporting. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. TTSD has achieved this award for 36 consecutive years.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and we have submitted it to GFOA to determine its eligibility for another certificate.

Earlier this summer, the GFOA notified TTSD that it's 22-23 Annual Comprehensive Financial Report (ACFR) received its Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ending June 30, 2023.

These results are a testament of the good and tireless work of the finance team led by retired CFO, David Moore and Controller, Sarah Mehrabzadeh.

PRESENTERS: Jessica Seay, CFO

SUPPLEMENTARY  
MATERIALS: GFOA Awards & Press Release

REQUESTED ACTION: Recognition & Good News

PROPOSED MOTION: None



Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

7/3/2024

Sue Rieke-Smith  
Superintendent  
Tigard-Tualatin School District 23J, Oregon

Dear Sue:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2023 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine  
Director, Technical Services



Government Finance Officers Association  
203 North LaSalle Street, Suite 2700  
Chicago, Illinois 60601-1210  
312.977.9700 fax: 312.977.4806

7/3/2024

Sarah Mehrabzadeh  
Controller  
Tigard-Tualatin School District 23J, Oregon

Dear Sarah:

Congratulations!

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2023 has met the requirements to be awarded GFOA's Certificate of Achievement for Excellence in Financial Reporting. The GFOA established the Certificate of Achievement for Excellence in Financial Reporting Program (Certificate Program) in 1945 to encourage and assist state and local governments to go beyond the minimum requirements of generally accepted accounting principles to prepare annual comprehensive financial reports that evidence the spirit of transparency and full disclosure and then to recognize individual governments that succeed in achieving that goal. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting. Congratulations, again, for having satisfied the high standards of the program.

Your electronic award packet contains the following:

- **A "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements.** We strongly encourage you to implement the recommended improvements in your next report. Certificate of Achievement Program policy requires that written responses to these comments and suggestions for improvement be included with your 2024 fiscal year end submission. If a comment is unclear or there appears to be a discrepancy, please contact the Technical Services Center at (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.
- **Certificate of Achievement.** A Certificate of Achievement is valid for a period of one year. A current holder of a Certificate of Achievement may reproduce the Certificate in its immediately subsequent annual comprehensive financial report. Please refer to the instructions for reproducing your Certificate in your next report.
- **Award of Financial Reporting Achievement.** When GFOA awards a government the Certificate of Achievement for Excellence in Financial Reporting, we also present an Award of Financial Reporting Achievement (AFRA) to the department identified in the application as primarily responsible for achievement of the Certificate.
- **Sample press release.** Attaining this award is a significant accomplishment. Attached is a sample news release that you may use to give appropriate publicity to this notable achievement.



In addition, award recipients will receive via mail either a plaque (if first-time recipients or if the government has received the Certificate ten times since it received its last plaque) or a brass medallion to affix to the plaque (if the government currently has a plaque with space to affix the medallion). Plaques and medallions will be mailed separately.

As an award-winning government, we would like to invite one or more appropriate members of the team that put together your annual comprehensive financial report to apply to join the Special Review Committee. As members of the Special Review Committee, peer reviewers get exposure to a variety of reports from around the country; gain insight into how to improve their own reports; achieve professional recognition; and provide valuable input that helps other local governments improve their reports. Please see our website for [eligibility requirements](#) and [information on completing an application](#).

Thank you for participating in and supporting the Certificate of Achievement Program. If we may be of any further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

A handwritten signature in black ink, reading "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine  
Director, Technical Services



GOVERNMENT FINANCE OFFICERS ASSOCIATION  
**NEWS RELEASE**

**FOR IMMEDIATE RELEASE**

7/3/2024

**For more information contact:**  
**Michele Mark Levine, Director/TSC**  
**Phone: (312) 977-9700**  
**Fax: (312) 977-4806**  
**Email: [mlevine@gfoa.org](mailto:mlevine@gfoa.org)**

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Tigard-Tualatin School District 23J** for its annual comprehensive financial report for the fiscal year ended June 30, 2023. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

*Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.*

Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

DATE: September 9, 2024

TO: Board of Directors

FR: Len Reed

RE: Enrollment Update

EXPLANATION:

The information provided during this presentation will give you an overview of the district's enrollment broken down by level and grade. Also provided is the annual enrollment forecast prepared by the Population Research Center of Portland State University. In addition to the enrollment forecast, TTSD's enrollment for 2024-2025 is attached as a link below.

PRESENTER: Len Reed

SUPPLEMENTARY MATERIALS:

[2023–24 to 2032–33 Enrollment Forecasts Report—Tigard-Tualatin School District](#)  
[TTSD enrollment for 2024-2025](#)  
[TTSD enrollment for 2023-2024](#) (for reference only)

RECOMMENDATION: Reports and Discussion

PROPOSED MOTION: None



Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

September 9, 2024

TO: Board of Directors

FR: Dr. Lisa McCall, Assistant Superintendent / Director of Elementary Programs

RE: Report Summary of First Week of School

**EXPLANATION:**

TTSD schools opened their doors to students for the 2024-2025 school year on September 3, 2024, with a total district K-12 enrollment of 11,142.

Before the school year began, our school leadership and staff were actively preparing to welcome students, with a particular focus on fostering discourse aimed at improving outcomes for our multilingual learners and enhancing academic rigor for all students. School administrators and teams communicated their plans through various channels, including pre-service professional development sessions, school community newsletters, and back-to-school events like Kindergarten Connections. These communications outlined what students could expect during their first week of school and throughout the academic year.

This presentation will include the following:

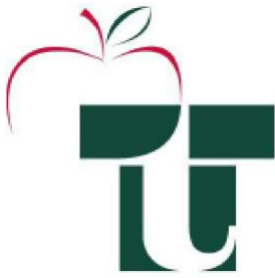
- Highlights from the first four days of school presented through a brief slideshow.

**PRESENTER:** Dr. Lisa McCall, Assistant Superintendent

**SUPPLEMENTARY MATERIALS:** Slides (to be presented at Board meeting)

**REQUESTED ACTION:** None

**PROPOSED MOTION:** None



Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

**DATE:** September 9, 2024  
**TO:** Board of Directors  
**FROM:** Dr. Zinnia Un, Director of Equity and Inclusion  
**SUBJECT:** Native Hawaiian/Pacific Islander Student Success Grant

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#### EXPLANATION

The Tigard-Tualatin School District, in collaboration with the University of Oregon, is submitting a proposal for the Oregon Department of Education's 2024-2028 Native Hawaiian/Pacific Islander (NHPI) Student Success Grant Program. This project, titled *New Currents: Empowering Pacific Islander Literacy*, is designed to improve literacy, attendance, and family-school partnerships for Pacific Islander (PI) students in the district.

The project aims to serve approximately 106 PI elementary students and their families through culturally responsive practices that enhance literacy skills, strengthen family engagement, and equip educators with the tools to create inclusive and supportive learning environments. This initiative will address key challenges, including high rates of chronic absenteeism (32.47% among PI students in the district) and low literacy proficiency (14% of PI third graders meet state reading benchmarks).

Through focus groups, professional development for educators, and literacy-enhancing activities both at home and in school, the project will provide targeted support to PI students and their families. It builds on the district's ongoing partnership with the Immigrant and Refugee Community Organization (IRCO) and integrates culturally relevant approaches to create lasting improvements in student success.

#### REQUESTED ACTION

We request the Board of Directors to approve the application for the Native Hawaiian/Pacific Islander Student Success Grant. The grant funds will be used to support literacy interventions, culturally responsive training for educators, and strengthen family-school-community partnerships, all aimed at improving educational outcomes for PI students.

#### GRANT REQUEST DETAILS

- **Grant Program:** ODE 2024-2028 Native Hawaiian/Pacific Islander Student Success Grant
- **Total Grant Proposed by University of Oregon \$84,326 for Year 1**

PRESENTER(S): Dr. Zinnia Un

SUPPLEMENTARY  
MATERIALS:

[Signed Partnership](#), and  
[TTSD and University of Oregon Student Success Narrative](#)

RECOMMENDATION: None

PROPOSED MOTION: Reports and Discussion Item

## TTSD School Board Goals 2024-25 Rubric

Goal Area	Board Goal	Mechanisms for Success
<b>Learn together as a board</b>	1. Attend the fall OSBA conference on November 7-9, 2024.	
	2. Plan a mid-year retreat that focuses on board governance and legislative advocacy, look at spring conferences	<ul style="list-style-type: none"> <li>Complete a TTSD legislative platform.</li> </ul>
<b>Create conditions for success</b>	1. Use Academic Return on Investment and other mechanisms to invest dollars in serving students, improving academic achievement for all students, and closing the gaps for historically excluded students.	<ul style="list-style-type: none"> <li>Pass a budget that addresses student and staff needs as identified through the AROI and community budget process.</li> <li>Review student engagement and student outcome data throughout the year.</li> <li>Pass a budget that supports the development of professional learning that is broadly inclusive and focused on the needs of all.</li> </ul>
	2. Ensure that all students and staff feel welcome, included, and empowered in TTSD spaces, including historically excluded students, so the TTSD community members can grow and thrive as independent learners.	<ul style="list-style-type: none"> <li>Provide space for students to share their experiences, perspectives, and challenges.</li> <li>Adopt curricula using an equity lens for historical accuracy and adequate representation.</li> </ul>
	3. Support strategies that address unfinished learning/pandemic-era learning loss	<ul style="list-style-type: none"> <li>Monitor and review all programs (and data) including SEL programs, extended learning, community partnerships, and summer learning</li> </ul>



	4. Advocate for the resources and policy framework necessary for student success with statewide decision-makers, including the legislature.	<ul style="list-style-type: none"> <li>Advocate for education policy and funding with our legislators.</li> </ul>
<b>Hold the system accountable</b>	1. Thoroughly understand the annual equity audit and its implications for the district.	<ul style="list-style-type: none"> <li>Complete the equity audit, and review and implement the recommendations.</li> </ul>
	2. Form and participate in a policy review work group that will specifically address ACC and its alignment with the EEAC (Educational Equity Advisory Committee)	<ul style="list-style-type: none"> <li>Actively monitor the policy work group, EEAC, and incidents of hate speech on TTSD campuses</li> </ul>
	3. Quarterly, or as needed, review of behavior policy, SRRH outcomes and data and input from the behavior committee	<ul style="list-style-type: none"> <li>Monitor and adjust as needed the discipline policy and student handbook check expected review timeline</li> </ul>
<b>Support strong relationships</b>	1. Maintain a positive relationship with the community	<ul style="list-style-type: none"> <li>Continue to offer public comment opportunities at board meetings</li> <li>Commit to listening to public comment with an open mind and willingness to learn</li> </ul>
	2. Big block of cheese idea	<ul style="list-style-type: none"> <li>Provide multiple outlets to collect community input and communicate back to the community.</li> </ul>
	3. Maintain positive relationships with district staff and demonstrate willingness to listen and learn from classroom facing professionals and other staff.	<ul style="list-style-type: none"> <li>Foster partnership opportunities and programs with our local government partners, chambers of commerce, local businesses, non-profits, and other community leaders.</li> </ul>
	4. Engage with the community to educate and inform re. Local Option Levy and School Bond	<ul style="list-style-type: none"> <li>Pass the Local Option Levy in November</li> <li>Pass the School Bond in May 2025</li> </ul>



Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

September 9, 2024

TO: Board of Directors  
FR: Jessica Seay  
RE: Property Tax Exemption for Low-Income Housing

**EXPLANATION:**

Community Partners for Low-Income Housing (CPAH), a qualified non-profit corporation, is requesting a property tax exemption for the Woodland Hearth low-income housing development at 7595 Southwest (SW) Torchwood Street St. in Tigard. Woodland Hearth provides to residents with incomes at or below 60% Area Median Income (AMI) housing at rental rates at or below 60% of the market rates.

The property has been exempted from property taxes for at least the last two years after it was purchased by CPAH. Maintenance of exemption of property and other taxes requires formal approval from the Tigard-Tualatin School Board.

Under state law, if taxing jurisdictions or special district service providers representing more than 51% of a property's total tax obligation agree to the exemption policy, then the remainder of the local taxing jurisdictions must follow suit and the improvements would be fully exempt from taxation.

**PRESENTER:** Jessica Seay

**SUPPLEMENTARY MATERIALS:** Board Resolution 2425-03.

**RECOMMENDATION:** Adopt Resolution 2425-03 as submitted.

**PROPOSED MOTION:** I move to adopt Resolution 2425-03 as submitted to approve the use of an exemption from District-assessed property taxes on the value of the Woodland Hearth property located at 7595 SW Torchwood Street in the City of Tigard, which qualifies for the property tax exemption program administered by the City of Tigard and Washington County as provided in the non-profit corporation low-income housing program authorized under ORS 307.540 through 307.548.

**TIGARD-TUALATIN SCHOOL DISTRICT 23J**

**RESOLUTION NO. 2425-03**

A RESOLUTION GRANTING AN EXEMPTION FROM PROPERTY TAXES  
UNDER OREGON REVISED STATUTES FOR A NON-PROFIT  
AFFORDABLE HOUSING PROJECT OPERATED BY COMMUNITY  
PARTNERS FOR AFFORDABLE HOUSING.

WHEREAS, ORS 307.540 to 307.548 authorizes property tax exemptions for housing owned by non-profit corporations and occupied by low-income persons; and

WHEREAS, Community Partners for Affordable Housing, has requested an exemption from property taxes effective 2024 under ORS 307.543 for a certain low-income housing project within District boundaries on the value of the Woodland Hearth property located at 7595 Southwest (SW) Torchwood Street in the City of Tigard and meets all applicable criteria for exemption.

NOW THEREFORE, BE IT RESOLVED:

1. The Tigard-Tualatin School District 23J Board of Directors hereby approves the use of an exemption from District-assessed property taxes effective 2025 on the value of the property located at 7595 Southwest (SW) Torchwood Street in the City of Tigard that qualifies for the property tax exemption programs administered by the City of Tigard and Washington County as provided in the non-profit corporation low-income housing program authorized under ORS 307.540 through 307.548.

DATED this 9<sup>th</sup> day of September, 2024.

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Tristan Irvin, Chair

ATTEST:

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Dr. Iton Udosenata, Superintendent