

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

Board Meeting Agenda
Tuesday, September 24, 2024
5:15 PM

Please note that the estimated times for specific items on Board meeting agendas are subject to change; if audience members wish to be present for specific agenda items, they are encouraged to arrive at least 15 minutes prior to the estimated time.

1. **5:15 PM - Executive Session**
 - A. Call to Order Executive Session
Presenter: Ivette Pantoja
Time: 5:15 PM
 - B. ORS 192.660(2)(d) - Labor Negotiator Consultation
Presenters: Kona Lew-Williams / Michelle Morrison
Time: 5:15 PM, 30 minutes
 - C. Recess Executive Session
Presenter: Ivette Pantoja
Time: 5:45 PM
2. **6:00 PM - Work Session**
 - A. Call to Order
Presenter: Ivette Pantoja
Time: 6:00 PM
 - B. Discuss Community Curriculum Advisory Committee Selection 4
Presenter: Brooke Nova
Time: 6:00 PM, 30 minutes
 - C. Discuss OSBA Elections 5
Presenter: Ivette Pantoja
Time: 6:30 PM, 15 minutes
 - D. Recess Work Session
Presenter: Ivette Pantoja
Time: 6:45 PM
3. **7:00 PM - Regular Session**
 - A. Call to Order and Flag Salute
Presenter: Ivette Pantoja
Time: 7:00 PM, 5 minutes
 - B. Land Acknowledgment 6
Presenter: Ivette Pantoja
Time: 7:05 PM, 5 minutes
 - C. Recognitions / Proclamations
Presenter: Ivette Pantoja
Time: 7:10 PM, 10 minutes
 1. Accept Recommendation, Appoint Student Representatives to the 7
Board of Directors, and Administer the Oath of Office
Presenter: Ivette Pantoja
SAMPLE MOTION: *I move that the Board of Directors accept the recommendation of the interview committee, and appoint Gwen Kondor, Kal Sibbel, and Abraham Staffa to serve as Student Representatives to the Board of Directors for the 2024-25 school year, and administer the oath of office.*

2.	Latina/o/x Heritage Month	8
	Presenter: Erika Lopez	
3.	Workforce Development Month	9
	Presenter: Mark Watson	
4.	Safe Schools Week	10
	Presenter: Nancy Thomas	
5.	National Principals Month	11
	Presenter: Patrick Maguire	
D.	Approval of Agenda	
	Presenter: Ivette Pantoja	
	Time: 7:20 PM, 5 minutes	
	SAMPLE MOTION: I move that the Board of Directors approve the agenda as printed.	
E.	Consent Agenda	
	<i>Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.</i>	
	Presenter: Ivette Pantoja	
	Time: 7:25 PM, 5 minutes	
	SAMPLE MOTION: I move that the Board of Directors approve the Consent Agenda as printed	
1.	Approve Minutes of July 2, 2024, Board Meeting	12
2.	Approve Minutes of August 13, 2024, Board meeting	15
3.	Approve Minutes of September 10, 2024, Board Meeting	20
4.	Approve Routine Personnel Matters	22
5.	Adopt Board / Superintendent Working Agreements	46
6.	Adopt Board Goals	49
7.	Approve Policies	50
	a. J - Students	
	1) JEA: Compulsory Attendance	51
F.	Audience Time	
	Presenter: Ivette Pantoja	
	Time: 7:30 PM, 5 minutes	
G.	Reports	
1.	Financial Report	54
	Presenter: Michelle Morrison	
	Time: 7:35 PM, 5 minutes	
2.	Division 22 Standards for Public Elementary and Secondary Schools 2023-24 Assurance Form: Part 1	60
	Presenter: Brooke Nova	
	Time: 7:40 PM, 15 minutes	
H.	Action Items	
1.	Division 22 Standards for Public Elementary and Secondary Schools 2023-24 Assurances Part 2: One Year Science Adoption Postponement	70
	Presenter: Brooke Nova	
	Time: 7:55 PM, 10 minutes	
	SAMPLE MOTION: I move that the Board of Directors approve the one-year postponement of the Hillsboro School District's K-12 Science Adoption process to move from the 2024-25 to the 2025-26 school year.	
2.	Appoint Community Curriculum Advisory Committee Members	71
	Presenter: Brooke Nova	

Time: 8:05 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors appoint the following candidates to two-year positions:

Position 1: _____

Position 3: _____

Position 4: _____

Position 5: _____

Position 7: _____

Position 8: _____

Position 12: _____

Position 13: _____

Position 14: _____

Student Position 1: _____

Student Position 2: _____

Student Position 3: _____

Student Position 4: _____

Student Position 5: _____

Student Position 6: _____

- 3. Nominate Member to OSBA Board of Directors - Position 15 / 20

73

Presenter: Ivette Pantoja

Time: 8:10 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors nominate [insert candidate name] for the OSBA Board of Directors position number 15 / 20.

- I. HCU / HEA Reports

Presenter: Ivette Pantoja

Time: 8:15 PM, 10 minutes

- J. Discussion Time

Presenter: Ivette Pantoja

Time: 8:25 PM, 10 minutes

- 1. Student Representatives' Time

- 2. Superintendent's Time

- 3. Board of Directors' Time

- K. Adjourn Board Meeting

Presenter: Ivette Pantoja

Time: 8:35 PM

- L. Next Meetings of the Board of Directors:

- October 8, 2024, Board Work Session

- October 22, 2024, Board Work / Regular Session

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

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
DISCUSS COMMUNITY CURRICULUM ADVISORY COMMITTEE SELECTION

SITUATION

In accordance with policy IFF, the Board of Directors has established the Community Curriculum Advisory Committee (CCAC) to provide for community involvement in the development of curriculum and instructional programs and input into those curricular areas identified by the Board. The CCAC consists of parents and community members who reside in the District attendance area, and includes student representation, as appropriate. CCAC members may not be current HSD employees. A value of the Board and CCAC is to recruit community members with diverse perspectives that reflect the population of the District.

CCAC members are appointed by the Board. The term of service for CCAC members is two years, and terms are staggered so that one-half of members' terms end each year. CCAC members who apply for reinstatement may be appointed by the Board to serve as many consecutive terms as are deemed appropriate.

The Board, in consultation with the CCAC chair and District staff, determines the number of participants that is sufficient to fulfill the responsibilities of the committee. In 2014, the Board agreed that the number of adult members serving on the committee in previous years (14) would serve as a baseline for the CCAC, with a goal of appointing five additional student members. If more or fewer qualified candidates apply, the Board, in consultation with District staff and the CCAC chair, will have the discretion to adjust the number of members, and define the process for appointing them.

Information regarding CCAC membership and applications:

- Five active CCAC members have continuing terms.
- At this time, twelve applications have been received for community members interested in serving on the CCAC, along with six student applications.

During tonight's work session, applicants are invited to introduce themselves, and the Board will discuss the selection process. During this evening's regular session, Board members will identify a slate of candidates who will be officially appointed to fill the open positions.

New members who are appointed by the Board this evening will be able to participate in the first CCAC meeting of the 2024-25 school year on Monday, October 14, 2024.

RECOMMENDATION

The Superintendent recommends that the Board of Directors meet the CCAC candidates and discuss the selection process.

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
DISCUSS OSBA ELECTIONS

SITUATION

Oregon School Boards Association (OSBA) is seeking nominations for positions on the OSBA Board of Directors. Washington County school districts (Banks, Beaverton, Forest Grove, Gaston, Hillsboro, Sherwood, and Tigard-Tualatin) are represented by positions 15, 16, and 20, which are staggered, two-year terms. Nominations are open for positions 15 (currently held by Kristy Kottkey, FGSD) and 20 (currently held by Nancy Thomas).

Tonight, Board members will discuss their possible interest in OSBA Board positions in anticipation of nominations during the regular session.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss interest in OSBA board service.

**HILLSBORO SCHOOL DISTRICT 1J
BOARD OF DIRECTORS 2024-2025
LAND ACKNOWLEDGEMENT**

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

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

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

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

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
ACCEPT RECOMMENDATION, APPOINT STUDENT REPRESENTATIVES,
AND ADMINISTER THE OATH OF OFFICE

SITUATION

Because the Board values the input of students on matters that are important to them, Board members have established a position of Student Representative to the Board of Directors. Three students may serve during each one-year term, and no school may be represented by more than one position, unless there are no applicants from one school, at which time a member-at-large position may be chosen. The opportunity to serve as a student representative rotates between schools on an annual basis, with students from Century High School, Liberty High School, and Hillsboro Online Academy having the opportunity to participate during the 2024-25 school year.

This spring, seventeen students applied to serve as Student Representatives to the Board of Directors, and eleven students were interviewed in person with a sub-committee of Board members in May over two days.

This evening the Board will be asked to approve the recommendations of the sub-committee, officially appoint the student representatives, and administered the Oath of Office. The students already have participated in an orientation session, and began their terms of service during the August Board retreat.

RECOMMENDATION

The Superintendent recommends that the Board of Directors take action on the following motion:

I move that the Board of Directors accept the recommendation of the interview committee, and appoint Gwen Kondor from Century High School, Kal Sibbel from Liberty High School, and Abraham Staffa from Hillsboro Online Academy to serve as Student Representatives to the Board of Directors during the 2024-25 school year.

The Superintendent further recommends that the Board Chair administer the oath of office for the position of Student Representative to the Board of Directors to Gwen Kondor, Kal Sibbel, and Abraham Staffa.

I, _____, will support the Constitution and the laws of the United States and the State of Oregon and will discharge the duties of Student Representative to the Hillsboro School District Board of Directors to the best of my ability.

PROCLAMATION

The Hillsboro School District observes Latina/o/x Heritage Month, a time to celebrate the achievements, histories, traditions, and cultural diversity of Latina/o/x Americans who according to the latest US census were 19.5% of the total population or 65.2 million people, making Latina/o/x Americans the largest racial or ethnic minority in the country.

The Hillsboro School District remembers that the observation started in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was enacted into law on August 17, 1988, under President Ronald Reagan to cover a 30-day period starting on September 15 and ending on October 15.

The Hillsboro School District honors the vibrant history and diverse cultures of Oregon's Latina/o/x community as a central part of our state's story and recognizes that people of Latina/o/x descent contributed to the prosperity and culture throughout the history of the Hillsboro School District.

The Board of Directors of the Hillsboro School District do hereby proclaim the month of September 15, 2024, to October 15, 2024, be:

LATINA/O/X HERITAGE MONTH



We urge all community members to join us in recognizing the many contributions and achievements of Hispanic and Latina/o/x Americans to the development of prosperity of our community.

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District recognizes the impact that workforce development programs have had in rebuilding our economy, building a pipeline to good, quality jobs, and supporting underserved communities.

The Hillsboro School District knows that workforce development programs bring together leading business, labor, education, and other critical partners to showcase the impact workforce programs have on building our workforce.

The Hillsboro School District values that the investment in the education, training and future career advancement of HSD students is crucial to their ability to compete in the global economy and achieve economic equity.

The Hillsboro School District understands that collaboration among all members of the local workforce development system, including industry partners, workforce development entities, and community-based organizations, is critical to system alignment and preparing a workforce to meet not only the current, but future labor needs of our community.

The Board of Directors of the Hillsboro School District do hereby proclaim the month of September 2024 be:

WORKFORCE DEVELOPMENT MONTH



We urge all community members to join us in recognizing that we must work together to make our schools safe, secure, and peaceful places for learning, teaching, and working.

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District acknowledges the importance of Safe Schools Week in October and remains committed to ensuring that every student feels safe, respected, and valued in our learning environments. We recognize that fostering belonging and inclusion is essential for students to thrive.

The Hillsboro School District understands that educational equity can only flourish in school settings where safety, respect, and emotional well-being are prioritized. We believe that all students have the right to learn in an environment free from fear, harm, or discrimination.

The Hillsboro School District encourages schools, families, communities, and organizations to collaborate in creating safe spaces by addressing and preventing bullying, harassment, cyberbullying, and all forms of bias, including racism and hate. The Hillsboro School District is committed to raising awareness and ensuring that all children are protected and supported.

The Hillsboro School District believes that it is important to focus public attention on school safety and identify, develop, and promote answers to these critical issues.

The Board of Directors of the Hillsboro School District do hereby proclaim the week of October 16-20, 2024, be:

SAFE SCHOOLS WEEK



We urge all community members to join us in recognizing that we must work together to make our schools safe, secure, and peaceful places for learning, teaching, and working.

Hillsboro School District Board of Directors

PROCLAMATION

The Hillsboro School District recognizes that principals and assistant principals work tirelessly each day as visionaries, assessment experts, community builders, public relations experts, budget analysts, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives.

The Hillsboro School District appreciates that principals and assistant principals work collaboratively with both teachers and district staff to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives for schools to achieve educational excellence.

The Hillsboro School District honors exemplary principals and assistant principals who have succeeded in providing high-quality learning opportunities for students, as well as their outstanding contributions to the profession.

The Hillsboro School District celebrates that Principals Month gives an opportunity to honor and recognize the contribution of all school principals and assistant principals to the success of every student in the District.

The Board of Directors of the Hillsboro School District do hereby proclaim the month of October 2024 be:

NATIONAL PRINCIPALS MONTH



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

Hillsboro School District Board of Directors

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
July 2, 2024
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. REGULAR SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Ivette Pantoja, Chair, virtual	Travis Reiman, Superintendent
Mark Watson, Vice Chair, virtual	Kona Lew-Williams, Human Resources Officer
See Eun Kim, virtual	Michelle Morrison, Financial Officer
Erika Lopez, virtual	Beth Graser, Communications Officer
Nancy Thomas, virtual	Rose Roman, Executive Assistant to the Board
Monique Ward, virtual	Ciara Hartzell, Technology Support
<u>Student Representatives Present:</u>	
Gwen Kondor, virtual	
Kal Sibbel, virtual	
Abe Staffa, virtual	

- A. Call to Order Work Session
Former Board Chair Mark Watson called the meeting to order at 12:11 PM.

- B. Elect Board Chair and Vice Chair
Former Board Chair Mark Watson led the discussion.

Director Mark Watson NOMINATED Director Ivette Pantoja for the Board Chair position.

Former Board Chair Mark Watson DECLARED the nominations closed.

Director Mark Watson MOVED, SECONDED by Director See Eun Kim, that the Board of Directors elect Director Ivette Pantoja for Chair of the Board of Directors.

The MOTION CARRIED (5-0). Director Mark Watson, Director See Eun Kim, Director Monique Ward, Director Ivette Pantoja, and Director Erika Lopez voted in favor. Director Nancy Thomas and Director Patrick Maguire were absent at the time of the vote.

No further discussion took place.

Director Erika Lopez NOMINATED Director Mark Watson for the Board Vice Chair position.

Former Board Chair Mark Watson DECLARED the nominations closed.

Director Monique Ward MOVED, SECONDED by Director Erika Lopez, that the Board of Directors elect Director Mark Watson for Vice Chair of the Board of Directors.

The MOTION CARRIED (5-0). Director Mark Watson, Director See Eun Kim, Director Monique Ward, Director Ivette Pantoja, and Director Erika Lopez voted in favor. Director Nancy Thomas and Director Patrick Maguire were absent at the time of the vote.

No further discussion took place.

C. Consent Agenda

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

Director Erika Lopez MOVED, SECONDED by Director Mark Watson, to approve the Consent Agenda as printed.

The MOTION CARRIED (5-0). Director Mark Watson, Director See Eun Kim, Director Monique Ward, Director Ivette Pantoja, and Director Erika Lopez voted in favor. Director Nancy Thomas and Director Patrick Maguire were absent at the time of the vote.

No further discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of June 18, 2024, Board Meeting

D. Policies - First Reading

Superintendent Travis Reiman presented the policies for first read.

1. J - Students
 - a. JBAA: Section 504 - Students
 - b. JH: Student Welfare

E. Information - Administrative Regulation Update

Superintendent Travis Reiman presented the administrative regulation updates.

1. J - Students
 - a. JBAA-AR: Section 504 - Students

F. Discussion Time

1) Student Representatives' Time

Kal Sibbel introduced himself to the Board.
Abe Staffa introduced himself to the Board.
Gwen Kondor introduced herself to the Board.

2) Superintendent's Time

Superintendent Travis Reiman notified the Board that there will be no Board Updates during the month of July, unless necessary. He thanked the Board and staff for their service to our community. He also thanked Director Mark Watson and Director Ivette Pantoja for their service as the Chair and Vice Chair this past year, and thanked Director Erika Lopez and Director Nancy Thomas for their work on the OSBA Board over the past year.

3) Board of Directors' Time

Director Erika Lopez wished everyone a great summer break.

Board Vice Chair Mark Watson looked forward to the 4th of July parade.
 Director Monique Ward welcomed the new student representatives and wished everyone a safe and happy 4th of July and summer.
 Director Nancy Thomas welcomed the student representatives.

I. Recess Meeting

Chair Ivette Pantoja recessed the meeting at 12:26 PM.

2. EXECUTIVE SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Ivette Pantoja, Chair, virtual	Travis Reiman, Superintendent
Mark Watson, Vice Chair, virtual	Kona Lew-Williams, Human Resources Officer
See Eun Kim, virtual	Michelle Morrison, Financial Officer
Erika Lopez, virtual	Beth Graser, Communications Officer
Nancy Thomas, virtual	Rose Roman, Executive Assistant to the Board
Monique Ward, virtual	

A. Call to Order Executive Session

Board Chair Ivette Pantoja called the meeting to order at 12:28 PM and moved the Board into executive session under 192.660(2)(d) – Labor Negotiator Consultation.

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

Human Resources Officer Kona Lew-Williams led the conversion. Board members provided comment.

C. Recess Executive Session

Board Chair Mark Watson moved the Board out of Executive Session and recessed the meeting at 12:55 PM.

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
August 13, 2024
Board Retreat

1. BOARD RETREAT

Board Present:	Staff Present:
Ivette Pantoja, Chair	Travis Reiman, Superintendent
Mark Watson, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, District Communications Officer
Patrick Maguire	Kona Lew-Williams, District Human Resources Officer
Monique Ward	Michelle Morrison, District Financial Officer
Nancy Thomas, absent	Francesca Sinapi, District Equity, Access, Engagement Officer
	Jordan Beveridge, District Information & Technology Officer
Student Representatives Present:	Saideh Haghighi Khochkhrou, District Operations Officer
Kal Sibbel	Rose Roman, Executive Assistant to the Superintendent
Gwen Kondor	Mary Kay Babcock, HEA President
Abraham Staffa, absent	

1. Board Retreat

- A. Call to Order
Board Chair Ivette Pantoja called the meeting to order at 8:10 AM.
- B. Team-Building Activity 1
District Human Resources Officer Kona Lew-Williams and Assistant Superintendent Brooke Nova led the team building activity. Cabinet and Board members met in small groups to complete the activity.
- C. Setting the Stage: School Year 2024-2025
Superintendent Travis Reiman set the stage for the 2024-25 school year including global, Oregon, and the HSD context.
- D. Budget Preview
Superintendent Travis Reiman introduced the topic. District Financial Officer Michelle Morrison gave a budget preview for the 2024-25 school year.
- E. Legislative Updates
Superintendent Travis Reiman introduced the topic. District Financial Officer Michelle Morrison and District Communications Officer Beth Graser provided additional information.
- F. Long Range Planning - Bond Development Preview and Timeline
District Communications Officer Beth Graser introduced the topic, discussed a potential future Bond timeline, and previewed bond development.
- G. Break
Board Chair Ivette Pantoja excused the Board for a break at 10:08 AM, returning at 10:22 AM.
- H. Strategic Plan Update

District Communications Officer Beth Graser introduced the topic, provided data, and answered questions. Assistant Superintendent Brooke Nova discussed data and answered questions. Superintendent Travis Reiman added additional information. Board members asked questions and discussed the topic.

- I. Focus Areas and School Improvement Planning (SIP) for 2024-25 School Year
Assistant Superintendent Audrea Neville discussed focused areas and school improvement planning for the 2024-25 school year.
- J. SB3: New Oregon Diploma Requirements
Assistant Superintendent Brooke Nova discussed SB3: new Oregon diploma requirements.
- K. School-based Health Expansion Report
District Communications Officer Beth Graser discussed the school-based health center expansion. Board members asked questions and provided comment.
- L. Introduction of New Administrators
District Human Resources Officer Kona Lew-Williams introduced new HSD administrators.
- M. Recess Meeting
Board Chair Ivette Pantoja recess the meeting at 12:02 PM.
- N. Lunch Break with New Administrators
Lunch break from 12:02 PM until 12:43 PM.
- O. Reconvene Meeting
Board Chair Ivette Pantoja reconvened the meeting at 12:43 PM.
- P. Initial Summer Programming Update
Assistant Superintendent Audrea Neville and Assistant Superintendent Brooke Nova gave a summer programming update.
- Q. District Summer Project Updates
District Operations Officer Saideh Haghghi Khochkhou gave a summer projects update. Board members asked questions and provided comment.
- R. Technology Update
District Information & Technology Officer Jordan Beveridge provided a technology update. Board members asked questions and provided comment.
- S. Equity Update
District Equity, Access, Engagement Officer Francesca Sinapi gave an equity update.
- T. Board Committees Update
District Equity, Access, Engagement Officer Francesca Sinapi gave an update on the EEAC. Assistant Superintendent Brooke Nova gave an update on the CCAC. District Financial Officer Michelle Morrison gave an update on the Budget committee. Assistant Superintendent Audrea Neville discussed forming a middle school schedule committee and asked for a Board volunteer. District Human Resources Officer Kona Lew-Williams gave a calendar committee update.

- U. Break
Board Chair Ivette Pantoja excused the Board for a break.
- V. Board goals 2024-25
Board Chair Ivette Pantoja presented last year's goal. Board members asked questions and provided feedback.
- W. Superintendent Goals 2024-25
Superintendent Travis Reiman discussed Superintendent goal for the 2024-25 school year.
- X. Superintendent Evaluation 2024-25
Board Chair Ivette Pantoja, Superintendent Travis Reiman, and Executive Assistant to the Superintendent Rose Roman presented information on the Superintendent evaluation.
- Y. Board Working Agreements
Board members discuss the Board working agreements.
- Z. Board / Superintendent Communication
Superintendent Travis Reiman led the discussion. Board members asked questions and provided comment.
- AA. Board Budget
District Financial Officer Michelle Morrison discussed the Board budget.
- BB. Board Conferences
Board Chair Ivette Pantoja discussed the OSBA and NSBA conferences.
- CC. Board Meeting Planning
Board members discussed potential agenda item topics.
- DD. Action Items
 1. Appoint Education Equity Advisory Committee Members

Director ~~XXX~~ ~~MOVED, SECONDED~~ by Director ~~XXX~~, that the Board of Directors appoint the Education Equity Advisory Committee members as recommended by the Superintendent.

The ~~MOTION CARRIED (X-X)~~.

~~XX further discussion took place.~~
 2. Notice of Intent to Purchase - Chromebooks
Information Technology Officer Jordan Beveridge discussed the agenda item.

Director Mark Watson ~~MOVED, SECONDED~~ by Director Erika Lopez, that the Board of Directors acknowledge the Notice of Intent to Purchase multifunctional copiers from Canon USA by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

The ~~MOTION CARRIED (6-0)~~. Director See Eun Kim, Director Erika Lopez, Director Patrick Maguire, Director Monique Ward, Director Mark Watson, and Director Ivette

Pantoja voted to approve. Director Nancy Thomas was absent from the meeting and did not vote.

No further discussion took place.

3. Approve Policies

Director Erika Lopez MOVED, SECONDED by Director Mark Watson, that the Board of Directors approve the policies as presented.

The MOTION CARRIED (6-0). Director See Eun Kim, Director Erika Lopez, Director Patrick Maguire, Director Monique Ward, Director Mark Watson, and Director Ivette Pantoja voted to approve. Director Nancy Thomas was absent from the meeting and did not vote.

No further discussion took place.

EE. Policies - First Reading

1. J - Students
 - a. JEA: Compulsory Attendance

FF. Information - Administrative Regulation Update

2. J - Students
 - a. JEA-AR: Compulsory Attendance Notices

GG. Discussion Time

1. Student Representatives' Time

Gwen Kondor reflected on the meeting and discussed the idea of implementing more writing into curriculum.
Kal Sibbel expressed his appreciation for the agenda topics.
2. Superintendent's Time

Superintendent Travis Reiman welcomed the new student representatives and Board member back. He thanked staff and Cabinet for their work and reminded the Board that summer graduation is tomorrow night.
3. Board of Directors' Time

Director Erika Lopez inquired about summer graduation.
Director See Eun Kim welcomed the new student representatives, shared that she enjoyed being physically at the meeting, appreciated the presentations, and that we have so much to celebrate in our District.
Director Monique Ward welcomed the student representatives and having their voice, appreciated the work done for today, school calendar work, and enjoyed the ice breaker this morning.
Director Patrick Maguire reflected on the work that we do, looked forward to the upcoming year.
Vice Chair Mark Watson welcomed the student representatives, thanked Board Chair Ivette Pantoja for her grace and stepping into the Board leadership role.
Chair Ivette Pantoja thanked Vice Chair Mark Watson, thanked the Cabinet for the presentations and all their work. Welcomed the student representatives.

HH. Adjourn Board Retreat

Board Chair Ivette Pantoja adjourned the Board Retreat at 3:34 PM.

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
September 10, 2024
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. WORK SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Ivette Pantoja, Chair	Travis Reiman, Superintendent
Mark Watson, Vice Chair, virtual	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez, 5:20 PM arrival	Beth Graser, District Communications Officer
Patrick Maguire, virtual	Kona Lew-Williams, District Human Resources Officer
Nancy Thomas, 5:31 PM arrival	Michelle Morrison, District Financial Officer
Monique Ward	Saideh Haghighi Khochkhrou, District Operations Officer
	Jordan Beveridge, District Information Technology Officer
<u>Student Representatives Present:</u>	Francesca Sinapi, District Equity, Access, Engagement Officer
Gwen Kondor	Rose Roman, Executive Assistant to the Superintendent
Kal Sibbel	Ciara Hartzell, Technology Support
Abe Staffa	Mary Kay Babcock, HEA President
	Angela Adzima, HEA Vice President

- A. Call to Order
Board Chair Ivette Pantoja called the meeting to order at 5:17 PM.

- B. Board Goals Discussion
Board Chair Ivette Pantoja opened the discussion. Director Monique Ward recommended using strive to rather than will, as this is a volunteer position. Director See Eun Kim agreed.

- C. Board Working Agreements Discussion
Vice Chair Mark Watson asked a clarifying question. No further discussion took place.

- D. Budget Update
District Financial Officer Michelle Morrison gave a budget update. Superintendent Travis Reiman provided additional information. Board members asked questions and provided comment.

- E. Action Items
 - 1. Appoint Education Equity Advisory Committee Members

Director Erika Lopez, MOVED, SECONDED by Director Mark Watson, that the Board of Directors appoint the Education Equity Advisory Committee members as recommended by the Superintendent.

The MOTION CARRIED (6-1). Director See Eun Kim, Director Erika Lopez, Director Patrick Maguire, Director Nancy Thomas, Vice Chair Mark Watson, and Chair Ivette Pantoja vote in favor. Director Monique Ward opposed.

Board member asked questions and provided comment.

F. Discussion Time

1) Student Representatives' Time

Gwen Kondor shared that she found the Budget presentation interesting.

Kal Sibbel provided no comment.

Abe Staffa provided comment on IEPs.

2) Superintendent's Time

Superintendent Travis Reiman reminded Board members to sign up for Superintendent committees, highlighted first week of school, gave a shout out to Communications team for their work on the first week of school, the Facilities team working during heat wave, he applauded the Board goal of legislative advocacy, highlighted the shuttle system to access different classes at other schools, discussed good turnout at Mobile SBHC event at Hilhi.

3) Board of Directors' Time

Director Patrick Maguire wished everyone a happy new school year, thanked central office staff, teachers, assistants, and all staff for their work, and looked forward to visiting schools.

Vice Chair Mark Watson welcomed everyone back to school, highlighted bus driver Ted, and looked forward to future budget updates.

Director Monique Ward welcomed everyone back, and looked forward to future budget updates.

Director Erika Lopez highlighted attendance at mobile health center opening, and welcomed everyone back to new school year.

Director See Eun Kim welcomed everyone back to a new school year.

Director Nancy Thomas welcomed everyone back to a new school year and provided an OSBA update.

Chair Ivette Pantoja thanked the Cabinet team, thanked District Financial Officer Michelle Morrison for the budget presentation, welcomed the new student representatives, and welcomed students back to schools.

G. Adjourn Meeting

Chair Ivette Pantoja adjourned the meeting at 6:30 PM.

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

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

Margaret Canaga

Assignment: 1.0 FTE 3rd Grade Teacher
Location: Orenco Elementary School
Effective Date: June 14, 2024
Years of Service: 24 years

Jennifer Kulle

Assignment: 1.0 FTE Social Studies Teacher
Location: Liberty High School
Effective Date: June 14, 2024
Years of Service: 30 years

Pamela Thorpe

Assignment: 1.0 FTE 4th Grade Teacher
Location: Free Orchards Elementary School
Effective Date: June 13, 2025
Years of Service: 7 years

Tamara VanSlyke

Assignment: 1.0 FTE French Teacher/TAG Coordinator
Location: Hillsboro High School
Effective Date: June 14, 2024
Years of Service: 21 years

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

Maricruz Acuna

Assignment: 1.0 FTE TOSA-Dean of Students
Location: Hillsboro High School
Effective Date: August 12, 2024

Alvaro Ares

Assignment: 1.0 FTE Instructional Coach/Language Arts Teacher Dual
Language
Location: Hillsboro High School
Effective Date: June 14, 2024

Talline Awabdeh

Assignment: 1.0 FTE Social Studies Teacher

Location: Liberty High School
Effective Date: August 16, 2024

Jessica Bascom

Assignment: 1.0 FTE School Counselor
Location: L.C. Tobias Elementary School
Effective Date: June 14, 2024

Viviana Bruno

Assignment: 1.0 FTE 1st Grade Dual Language Teacher
Location: W.L. Henry Elementary School
Effective Date: June 14, 2024

Helen Cai

Assignment: 1.0 FTE AVID and Socials Studies Teacher
Location: R.A. Brown Middle School
Effective Date: June 14, 2024

Ashley Clemens

Assignment: 1.0 FTE IB Coordinator, Instructional Coach, English
Language Arts Teacher
Location: Hillsboro High School
Effective Date: June 14, 2024

Elizabeth Crews

Assignment: 1.0 FTE Elementary Resource Specialist
Location: Jackson Elementary/Rosedale Elementary School
Effective Date: June 14, 2024

Hannah Fisher

Assignment: 1.0 FTE Social Studies/AVID Teacher
Location: Glencoe High School
Effective Date: June 14, 2024

Mikayla Flood

Assignment: 1.0 FTE 1st Grade Teacher
Location: Orenco Elementary School
Effective Date: June 14, 2024

Erik Freeman

Assignment: 1.0 FTE Physical Education and Academic Options
Teacher
Location: Century High School
Effective Date: June 14, 2024

Yessica Hardin Mercado

Assignment: 1.0 FTE TOSA-Equity, Access and Engagement

Location: Office for School Performance
Effective Date: June 14, 2024

Emma Johnson

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

Erin Kenney

Assignment: 1.0 FTE Classroom Teacher
Location: South Meadows Middle School
Effective Date: June 14, 2024

Raquel Lemus Garcia

Assignment: 1.0 FTE Dual Language Primary Teacher
Location: Lincoln Street Elementary School
Effective Date: June 14, 2024

Matthew Little

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

Aida Mendoza

Assignment: 1.0 FTE Elementary Classroom Teacher
Location: Minter Bridge Elementary School
Effective Date: June 14, 2024

Jessica Mendoza Avila

Assignment: 1.0 FTE Dual Language Science Teacher
Location: South Meadows Middle School
Effective Date: June 14, 2024

Sarah Miller

Assignment: 1.0 FTE Student Success Coach/Special Education
Teacher
Location: Butternut Creek Elementary School
Effective Date: June 14, 2024

Robin Morgan

Assignment: 1.0 FTE Student Success Wellness Counselor
Location: R.A. Brown Middle School
Effective Date: June 14, 2024

Sarika Mosley

Assignment: 1.0 FTE 6th Grade Teacher
Location: Imlay Elementary School

Effective Date: June 14, 2024

James Neville

Assignment: 1.0 FTE TOSA Dean of Students
Location: Century High School
Effective Date: June 14, 2024

Angelica Nicosia

Assignment: 1.0 FTE Special Education Teacher
Location: J.W. Poynter Middle School
Effective Date: July 17, 2024

Jessica Rugile

Assignment: 1.0 FTE Life Skills Teacher
Location: Rosedale Elementary School
Effective Date: June 21, 2024

Julian Saenz

Assignment: 1.0 FTE School Counselor
Location: L.C. Tobias Elementary School
Effective Date: August 12, 2024

Arely Sanchez-Reyes

Assignment: 1.0 FTE Dual Language Math Teacher
Location: R.A. Brown Middle School
Effective Date: June 14, 2024

Arianna Siegfried

Assignment: 1.0 FTE Special Education Teacher
Location: Free Orchards Elementary School
Effective Date: June 14, 2024

Breana Stephens

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

Laura Waarvick

Assignment: 1.0 FTE TOSA-OSP
Location: Office for School Performance
Effective Date: June 14, 2024

Ashley Weinmann

Assignment: 1.0 FTE Math Teacher
Location: Glencoe High School
Effective Date: June 14, 2024

Wesley Winship

Assignment: 0.25 FTE Aviation Maintenance Tech Teacher - CTE
Location: Liberty High School
Effective Date: August 23, 2024

Dawne Yasui

Assignment: 1.0 FTE Special Education Teacher
Location: Jackson Elementary School
Effective Date: August 16, 2024

- C. Approve the employment of the following licensed personnel in the 2024-25 school year:

Eduardo Altamirano Chavez

Education: MA – Centro de Cooperación Regional para la Educación de Adultos en América Latina y el Caribe, México
Experience: 12 years
Assignment: 1.0 FTE Dual Language 6th Grade Teacher – Lincoln Street Elementary School

Pamela Arell

Education: MA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE Special Education Teacher – W.V. McKinney Elementary School

Linda Arizpe

Education: BA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE Music Teacher – Witch Hazel Elementary School

Michael Atkins

Education: BA – San Diego State University, San Diego, CA
Experience: 18 years
Assignment: 0.667 FTE Science Teacher – Evergreen Middle School

Mireya Ayala Ramirez

Education: MA – (UNIR) International University of La Rioja, CDMX, México
Experience: 13 years
Assignment: 1.0 FTE Dual Language Kindergarten Teacher – Free Orchards Elementary School

Carrie Baisch

Education: BA – University of Portland, Portland, OR
Experience: 10 years
Assignment: 1.0 FTE Intermediate Classroom Teacher – Imlay Elementary School

Anthony Barei

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: 3 years
Assignment: 1.0 FTE 1st Grade Teacher – Tamarack Elementary School

Monique Baum

Education: BA – California State University Northridge, Los Angeles, CA
Experience: None
Assignment: 1.0 FTE Primary Classroom Teacher – Atfalati Ridge Elementary School

Robert Bizjak

Education: MA – Concordia University, Portland, OR
Experience: 10 years
Assignment: 1.0 FTE IB English Language Arts Teacher/English Learner Specialist – Hillsboro High School

Cameron Beasley

Education: MA – Lewis and Clark School of Education and Counseling, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE School Counselor – Liberty High School

Chris Brodniak

Education: BA – University of Phoenix, Phoenix, AZ
Experience: 10 years
Assignment: 1.0 FTE Dual Language 3rd Grade Teacher – W.L. Henry Elementary School

Blake Brown

Education: BA – Western Oregon University, Monmouth, OR
Experience: None
Assignment: 1.0 FTE Aerospace CTE Program Teacher – Liberty High School

Joyce Carnes

Education: MA – Lewis & Clark College, Portland, OR
Experience: None

Assignment: 1.0 FTE 5th Grade Teacher – Orenco Elementary School

Leah Carothers

Education: BA – Oregon State University, Corvallis, OR
Experience: None
Assignment: 1.0 FTE Special Education Teacher – Rosedale Elementary School

Julissa Chacon Lopez

Education: BA – Western Oregon University, Monmouth, OR
Experience: None
Assignment: 1.0 FTE Dual Language Classroom Teacher – W.L. Henry Elementary School

Amy Clay

Education: MA- University of Colorado, Denver, CO
Experience: 22 years
Assignment: 1.0 FTE Student Success Coach – Patterson Elementary/Rosedale Elementary School

Jessica Cohoe

Education: MA – The Evergreen State College, Olympia, WA
Experience: 10 years
Assignment: 1.0 FTE AVID/Social Studies Teacher – Glencoe High School

Sean Costales

Education: MA – Concordia University, Portland, OR
Experience: 1 year
Assignment: 0.8 FTE Special Education Teacher – Eastwood Elementary School

Boguslawa Dadiala

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 0.667 FTE Physics Teacher – Liberty High School

Sally DeLyser

Education: MA – University of California, Santa Barbara, CA
Experience: 17 years
Assignment: 1.0 FTE Special Education Teacher – Atfalati Ridge Elementary School

Abraham Diaz

Education: MA – Western Oregon University, Monmouth, OR
Experience: None

Assignment: 1.0 FTE Marketing Teacher CTE Program – Glencoe High School

Heather Driver

Education: MA – Pacific University, Forest Grove, OR
Experience: 4 years
Assignment: 1.0 FTE Elementary Classroom Teacher – West Union Elementary School

Tina Dunkley

Education: BA – Linfield College, McMinnville, OR
Experience: 34 years
Assignment: 1.0 FTE District Nurse – Student Services Department

Sondra Dupuis

Education: BA – Capella University, Minneapolis, MN
Experience: None
Assignment: 1.0 FTE District Nurse – Student Services Department

Anja Felton

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: 26 years
Assignment: 1.0 FTE Math Teacher – R. A. Brown Middle School

Steven Fosnaugh

Education: MA – Pacific University, Forest Grove, OR
Experience: 3 years
Assignment: 1.0 FTE Graphic Design Teacher CTE Program – Century High School

August Gannett

Education: MA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – Atfalati Ridge Elementary School/North Plains Elementary School

Edelmira Garfias Covarrubias

Education: MA – University of Portland, Portland, OR
Experience: None
Assignment: 1.0 FTE 2nd Grade Dual Language Teacher – Mooberry Elementary School

Madison Gellos

Education: MA – Grand Canyon University, Phoenix, AZ
Experience: None
Assignment: 1.0 FTE Marketing CTE Program – Glencoe High School

Samantha Guilford

Education: MA – Walden University, Minneapolis, MN
Experience: 11 years
Assignment: 1.0 FTE Elementary Classroom Teacher – Groner Elementary School

Karly Gutierrez

Education: BA – Grand Canyon University, Phoenix, AZ
Experience: None
Assignment: 1.0 FTE English Learner Specialist – Century High School

Rochelle Gutierrez-Taeubel

Education: MA – Portland State University, Portland, OR
Experience: 15 years
Assignment: 1.0 FTE English Learner Specialist – Poynter Middle School

Brittney Hannon

Education: BA – Oregon State University – Corvallis, OR
Experience: None
Assignment: 1.0 FTE Primary Classroom Teacher – Atfalati Ridge Elementary School

Shika Harrington

Education: MA – Portland State University, Portland, OR
Experience: 3 years
Assignment: 1.0 FTE Resource Specialist – Quatama Elementary School

Karla Hernandez Ortiz

Education: BA – Oregon State University, Corvallis, OR
Experience: 1 year
Assignment: 1.0 FTE Dual Language Preschool – Minter Bridge Elementary School

Brandon Hernandez Roman

Education: BA – Western Oregon University, Monmouth, OR
Experience: None
Assignment: 1.0 FTE Dual Language Math Teacher – Hillsboro High School

Molly Holmes

Education: BA – Multnomah University, Portland, OR
Experience: 3 years
Assignment: 1.0 FTE 3rd Grade Teacher- Ladd Acres Elementary School

Maya Hopper

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – Liberty High School/Oak Street Campus/Hillsboro Online Academy/Student Services Department

Matthew Huffman

Education: BA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE Math Teacher – Glencoe High School

Jo-Mei Hung

Education: MA – National Cheng Kung University, Tainan City, Taiwan
Experience: 14 years
Assignment: 0.5 FTE Special Education Teacher – J.W. Poynter Middle School

Jon Jedrykowski

Education: MA – Portland State University, Portland, OR
Experience: 23 years
Assignment: 1.0 FTE Physical Education and Health Teacher – Century High School

Liliana Jimenez

Education: MA- Portland State University, Portland, OR
Experience: 33 years
Assignment: 1.0 FTE English Learner Specialist/Student Success Coach – Eastwood Elementary School

Anne Johnson

Education: MA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 0.833 FTE 7th Grade Social Studies/AVID Teacher – R.A. Brown Middle School

Jerrica Jonson

Education: BA – University of Central Florida, Orange County, FL
Experience: 3 years
Assignment: 1.0 FTE Kindergarten Teacher – Quatama Elementary School

Donna Kerr

Education: MA – Lewis & Clark College, Portland, OR
Experience: 3 years

Assignment: 0.667 FTE Secondary Resource Specialist – Glencoe High School

Samantha Knight

Education: MA – Relay Graduate School of Education, New York City, NY

Experience: 6 years

Assignment: 1.0 FTE Special Education Teacher – Eastwood Elementary School

Jordyn Krake

Education: MA – Pacific University, Forest Grove, OR

Experience: None

Assignment: 1.0 FTE Special Education Teacher – Quatama Elementary School

Linda Krautscheid

Education: BA – The University of Portland, Portland, OR

Experience: 23 years

Assignment: 1.0 FTE District Nurse – Student Services

Mercedes Lauzon

Education: BA – Illinois State University, Normal, IL

Experience: 10 years

Assignment: 1.0 FTE 5th Grade Teacher – Mooberry Elementary School

Grace Liao

Education: MA – Stanford University, Stanford, CA

Experience: 4 years

Assignment: 1.0 FTE Science Teacher – Oak Street Campus

Josyane Lindsey

Education: BA – University of Central Florida, Orange County, FL

Experience: 28 years

Assignment: 1.0 FTE 1st Grade Teacher – Orenco Elementary School

Jonathan Lott

Education: BA – Sonoma State University, Sonoma County, CA

Experience: 3 years

Assignment: 0.9 FTE Music and Band Teacher – West Union Elementary School

Christopher Luebke

Education: MA – University of Wisconsin, Madison, WI

Experience: 17 years

Assignment: 1.0 FTE Support Specialist/Autism Consultant – Student Services Department

Maria Madrigal

Education: BA – Western Oregon University, Monmouth, OR
Experience: None
Assignment: 1.0 FTE Spanish Language Arts and Spanish Teacher – R.A. Brown Middle School

Hayley Madsen

Education: BA – Southern Oregon University, Ashland, OR
Experience: None
Assignment: 1.0 FTE 4th/5th Grade Teacher – Eastwood Elementary School

Madison Martinet

Education: MA – University of Oregon, Eugene, OR
Experience: 6 years
Assignment: 1.0 FTE Special Education Teacher – Lincoln Street Elementary School

Ashleigh Masteller

Education: MA – Concordia University, Portland, OR
Experience: 4 years
Assignment: 1.0 FTE Math and Science Teacher – Poynter Middle School

Piedad Mayogoitia

Education: MA – New Mexico State University, Las Cruces, NM
Experience: None
Assignment: 1.0 FTE Dual Language Science Teacher – Hillsboro High School

Cody McCracken

Education: BA – George Fox University, Newberg, OR
Experience: None
Assignment: 1.0 FTE District Nurse – Student Services Department

Dustin McGee

Education: MA – Arkansas State University, Jonesboro, AR
Experience: 12 years
Assignment: 1.0 FTE Physical Education Teacher – South Meadows Middle School

Colin Mejdrich

Education: BA – Pacific University, Forest Grove, OR
Experience: None

Assignment: 0.9 FTE Music/Band Teacher – Tamarack Elementary School

Stephanie Mondragon Mandujano

Education: MA – Oregon State University, Corvallis, OR
Experience: None
Assignment: 1.0 FTE Dual Language Classroom Teacher – Lincoln Street Elementary School

Omar Montes Alvarez

Education: MA – Portland State University, Portland, OR
Experience: 2 years
Assignment: 1.0 FTE Dual Language Math Teacher – Century High School

Caesar Morales-Suares

Education: MA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE 2nd Grade Dual Language Teacher – Witch Hazel Elementary School

Abigail Mullins

Education: BA – Oregon State University, Corvallis, OR
Experience: 1 year
Assignment: 1.0 FTE Kindergarten/1st Grade Teacher – Groner Elementary School

Bailey Neils

Education: MA – Western Oregon University, Monmouth, OR
Experience: None
Assignment: 1.0 FTE Special Education Teacher – Minter Bridge Elementary School/Farmington View Elementary School

Stephanie Nguyen

Education: MA – Portland State University, Portland, OR
Experience: 2 years
Assignment: 1.0 FTE 5th Grade Teacher – Mooberry Elementary School

Lynell Pastormerlo

Education: MA – Rider University, Lawrence Township, NJ
Experience: 15 years
Assignment: 1.0 FTE School Counselor – L.C. Tobias Elementary School

Antonio Peña Anaya

Education: BA – Linfield University, McMinnville, OR
Experience: 3 years
Assignment: 1.0 FTE Spanish Language Arts Teacher – Hillsboro High School

Ariel Perez

Education: BA – University of Nevada, Reno, NV
Experience: 1 year
Assignment: 1.0 FTE Dual Language Science Teacher – South Meadows Middle School

Kelly Purdy

Education: MA – Oregon State University, Corvallis, OR
Experience: 21 years
Assignment: 1.0 FTE TOSA – OSP – CTE Specialist – Office for School Performance

Nathaniel Ratalsky

Education: BA – Oregon State University, Corvallis, OR
Experience: 2 years
Assignment: 1.0 FTE English Learner Specialist – Century High School

Karina Rayl

Education: MA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – Farmington View Elementary/Groner Elementary School

Jamie Rose

Education: MA – Portland State University, Portland, OR
Experience: 11 years
Assignment: 0.5 FTE English Learner Specialist – Glencoe High School

Marie Rose

Education: MA – Pacific University, Forest Grove, OR
Experience: 7 years
Assignment: 1.0 FTE Classroom Teacher – West Union Elementary School

Hannah Roy

Education: BA – University of Findlay, Findlay, OH
Experience: None
Assignment: 0.5 FTE Physical Education Teacher – Groner Elementary School

Bianca Salantos

Education: MA- Lewis and Clark College, Portland, OR
Experience: None
Assignment: 1.0 FTE School Psychologist – Student Services
Department

Manuel Sandoval

Education: MA – Portland State University
Experience: None
Assignment: 1.0 FTE Dual Language Classroom Teacher – Lincoln
Street Elementary School

Jacqueline Scott

Education: MA – Oregon State University, Corvallis, OR
Experience: 9 years
Assignment: 1.0 FTE Special Education Teacher – Lenox
Elementary School

Aaron Sewall

Education: MA – Western Governors University, Salt Lake City,
UT
Experience: 5 years
Assignment: 1.0 FTE French and English Learner Specialist –
Hillsboro High School

Sho Shigeoka

Education: MA – University of Oregon, Eugene, OR
Experience: 21 years
Assignment: 1.0 FTE TOSA-OSP-Alternative Education – Oak
Street Campus

Lukas Spencer

Education: BA – Portland State University, Portland, OR
Experience: None
Assignment: 1.0 FTE Special Education Teacher – Mooberry
Elementary School

Hayden Stockwell

Education: MA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE Special Education Teacher – Brookwood
Elementary School

Christy Joy Sullens

Education: BA – Grand Canyon University, Phoenix, AZ
Experience: 2 years

Assignment: 1.0 FTE Special Education Teacher – West Union Elementary School

Sean Sullivan

Education: BA – Western Oregon University, Monmouth, OR

Experience: None

Assignment: 1.0 FTE 5th Grade Teacher – Minter Bridge Elementary School

Patricia Tiburcio

Education: MA – California State University, Los Angeles, CA

Experience: None

Assignment: 1.0 FTE English Learner Specialist – South Meadows Middle School/Quatama Elementary School

Geovanny Tolentino

Education: MA – Western Oregon University, Monmouth, OR

Experience: 2 years

Assignment: 1.0 FTE English Learner Specialist/Social Studies Teacher – R.A. Brown/Evergreen Middle School

Itzel Trejo Peralta

Education: MA – Johns Hopkins University, Baltimore, MD

Experience: 3 years

Assignment: 1.0 FTE English Learner Specialist – Liberty High School

Scott Unrein

Education: MA – Western Oregon University, Monmouth, OR

Experience: 1 year

Assignment: 1.0 FTE Special Education Teacher – Imlay Elementary School

Sheri Van Fossen

Education: MA – University of Phoenix, Phoenix, AZ

Experience: None

Assignment: 1.0 FTE Elementary Resource Specialist – Eastwood Elementary School

Janet Viveros-Suarez

Education: MA – Oregon State University, Corvallis, OR

Experience: None

Assignment: 1.0 FTE Dual Language Intermediate Classroom Teacher

Taylor Waara

Education: BA – Pacific University, Forest Grove, OR

Experience: 1 year
Assignment: 0.5 FTE 4th/5th Grade Teacher – Tamarack Elementary School

Katherine Wallis

Education: MA – Concordia University, Portland, OR
Experience: 8 years
Assignment: 1.0 FTE Special Education Teacher – Tamarack Elementary School

Isabelle Worley

Education: MA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE Speech Language Pathologist – J.W. Poynter Middle School-Transition Services

Michelle York

Education: MA – Notre Dame of Maryland University, Baltimore, MD
Experience: 28 years
Assignment: 1.0 FTE Math Teacher – J.W. Poynter Middle School

D. Approve the employment of the following licensed personnel in the 2024-25 school year, who have held temporary status:

Morgan Acker

Education: MA – Pacific University, Forest Grove, OR
Experience: 7 years
Assignment: 0.4 FTE 2nd Grade Teacher – Jackson Elementary School

Paice Adams

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

Samantha Alban

Education: MA – Sonoma State University, Sonoma County, CA
Experience: 2 years
Assignment: 1.0 FTE Special Education Teacher – Free Orchards Elementary School

Eliazar Andrade

Education: BA – American Military University, Charles Town, WV
Experience: None

Assignment: 1.0 FTE School Counselor – L.C. Tobias Elementary and Witch Hazel Elementary School

Anne Bafaro

Education: BA – Pacific University, Forest Grove, OR
Experience: 33 years
Assignment: 1.0 FTE School Counselor – Hillsboro Online Academy

Devon Baker

Education: MA – Oregon State University, Corvallis, OR
Experience: 22 years
Assignment: 0.333 FTE Science Teacher – Hillsboro High School

Rachel Baker

Education: BA – Walla Walla University, College Place, WA
Experience: 1 year
Assignment: 1.0 FTE 0.15 District Nurse -Student Services Department

Jason Barry

Education: MA – George Fox University, Newberg, OR
Experience: 19 years
Assignment: 1.0 FTE School Counselor – Century High School

Ashlee Bear

Education: MA – George Fox University, Newberg, OR
Experience: 1 year
Assignment: 1.0 FTE 3rd Grade Teacher – Lincoln Street Elementary School

Lindsay Chamberlain

Education: BA- Warner Pacific University, Portland, OR
Experience: 2 years
Assignment: 0.6 FTE Special Education Teacher – Jackson Elementary School

Riley Chun

Education: MA – Pacific University, Forest Grove, OR
Experience: 5 years
Assignment: 1.0 FTE 2nd Grade Teacher – Tamarack Elementary School

Robert Clark

Education: BA – San Francisco State University, San Francisco, CA
Experience: None

Assignment: 1.0 FTE Community Transition Services Teacher – Student Services Department

Silvina Cuevas

Education: BA – Pacific University, Forest Grove, OR
Experience: 1 year
Assignment: 1.0 FTE 3rd Grade Teacher – North Plains Elementary School

Marcy Cyphers

Education: MA – Pacific University, Forest Grove, OR
Experience: 11 years
Assignment: 1.0 FTE Physical Education Teacher – Evergreen Middle School

Kelsey Dresser

Education: BA – Western Oregon University, Monmouth, OR
Experience: 1 year
Assignment: 1.0 FTE Intermediate Classroom Teacher – L.C. Tobias Elementary School

Amity Elliott

Education: MA – George Fox University, Newberg, OR
Experience: 1 year
Assignment: 1.0 FTE 2nd/3rd Grade Teacher – North Plains Elementary School

Alix Fournier

Education: BA – California State University, Los Angeles, CA
Experience: 20 years
Assignment: 0.5 FTE Art Teacher – Hillsboro High School

Douglas Girod

Education: BA – Pacific Lutheran University, Tacoma, WA
Experience: 40 years
Assignment: 1.0 FTE Alternative Education Teacher – Oak Street Campus

Marika Hartfeil

Education: BA – Western Oregon University, Monmouth, OR
Experience: 34 years
Assignment: 0.4 FTE General Education Specialist – Rosedale Elementary School

Kisa Henrich

Education: MA – Concordia University, Portland, OR
Experience: 3 years

Assignment: 1.0 FTE Physical Education Teacher – Glencoe High School

Jacqueline Jeremiah

Education: BA – Willamette University, Salem, OR
Experience: 1 year
Assignment: 1.0 FTE Special Education Teacher – Jackson Elementary School

Scott Kellar

Education: MA – Western Oregon State College, Monmouth, OR
Experience: 32 years
Assignment: 1.0 FTE School to Career Specialist – Century High School

Nicole Kepner

Education: MA – Lesley University, Cambridge, MA
Experience: 6 years
Assignment: 1.0 FTE 5th/6th Grade Teacher – Witch Hazel Elementary School

Taehee Kim

Education: MA – Lewis & Clark College, Portland, OR
Experience: None
Assignment: 1.0 FTE 2nd Grade Teacher – Quatama Elementary School

Jennifer Kulle

Education: MA – Pacific University, Forest Grove, OR
Experience: 31 years
Assignment: 1.0 FTE Social Studies Teacher – Liberty High School

Marc Lacsamana

Education: BA – San Francisco State University, San Francisco, CA
Experience: 5 years
Assignment: 0.9 FTE Music/Band Teacher – W.L. Henry Elementary School

Darren Letendre

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

Marci Lister

Education: MA – Portland State University, Portland, OR

Experience: 5 years
Assignment: 1.0 FTE Special Education Teacher – Atfalati Ridge Elementary School

Matthew Little

Education: BA – Portland State University, Portland, OR
Experience: 2 years
Assignment: 1.0 FTE Math Teacher – Glencoe High School

Marla Lyle

Education: BA – Portland State University, Portland, OR
Experience: 34 years
Assignment: 1.0 FTE School Counselor – Hillsboro High School

Jilla Mansouri

Education: BA – Liberty University, Lynchburg, VA
Experience: 9 years
Assignment: 1.0 FTE Math Teacher – Century High School

Helena Martyn

Education: MA -University of California, Davis, CA
Experience: 8 years
Assignment: 1.0 FTE Student Success Coach – Witch Hazel Elementary School

Taylor McCourt

Education: BA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE Elementary Resource Specialist – Witch Hazel Elementary School

Jose Mendez Zepeda

Education: BA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE School Counselor – Liberty High School

Lisa Pearson

Education: MA – Pacific University, Forest Grove, OR
Experience: 3 years
Assignment: 1.0 FTE Kindergarten/1st Grade Teacher – Farmington View Elementary School

Natalie Redman

Education: MA – Southern Oregon University, Ashland, OR
Experience: 4 years
Assignment: 1.0 FTE 3rd/4th Grade Teacher – Witch Hazel Elementary School

Julia Saenz

Education: BA – Portland State University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE School Counselor – Tobias Elementary/Witch Hazel Elementary School

Sarah Sandage

Education: MA – Western Governors University, Salt Lake City, UT
Experience: 1 Year
Assignment: 0.5 FTE Student Success Coach – Brookwood Elementary School

Ellin Schafer

Education: BA – Whitworth University, Spokane, WA
Experience: 1 year
Assignment: 1.0 FTE Intermediate Classroom Teacher – L.C. Tobias Elementary School

Nathan Shipman

Education: MA – George Fox University, Newberg, OR
Experience: None
Assignment: 1.0 FTE Music Teacher – Eastwood Elementary School

Jessica Sipp

Education: MA – Lewis & Clark College, Portland, OR
Experience: 4 years
Assignment: 1.0 FTE Kinder/1st Grade Teacher – Witch Hazel Elementary School

Emily Smith

Education: MA – Western Oregon University, Monmouth, OR
Experience: 1 Year
Assignment: 1.0 FTE Elementary Resources Specialist – Free Orchards Elementary School

David Steinhauer

Education: BA – Warner Pacific University, Portland, OR
Experience: 1 year
Assignment: 1.0 FTE Marketing Teacher CTE – Hillsboro High School

Pamela Stevens

Education: MA – Oregon State University, Corvallis, OR
Experience: 20 years

Assignment: 0.9 FTE English Learner Specialist – Jackson Elementary School

Jamie Strickland

Education: BA – Western Governors University, Salt Lake City, UT
Experience: 1 year
Assignment: 1.0 FTE Secondary Resource Specialist – Liberty High School

Amy Taylor

Education: MA – Pacific University, Forest Grove, OR
Experience: 9 years
Assignment: 1.0 FTE 5th Grade Teacher – Minter Bridge Elementary School

Sonta Thompson

Education: MA – Portland State University, Portland, OR
Experience: 22 years
Assignment: 1.0 FTE 4th Grade Dual Language Teacher – W.L. Henry Elementary School

Nichole Tobin

Education: MA – University of California, Davis, CA
Experience: 5 years
Assignment: 1.0 FTE School Counselor/STEAM Specialist – Groner Elementary/North Plains Elementary School

Faith Kealohilani Valdez

Education: BA – Pacific University, Forest Grove, OR
Experience: 1 year
Assignment: 1.0 FTE School Counselor – South Meadows Middle School

Emily Walker

Education: MA – Pacific University, Forest Grove, OR
Experience: 4 years
Assignment: 1.0 FTE Elementary Classroom Teacher – Atfalati Ridge Elementary School

Hilda Washburn

Education: MA – Pacific University, Forest Grove, OR
Experience: 5 years
Assignment: 1.0 FTE TOSA-Special Education New Teacher Mentor – Student Services

Jessica Watkins

Education: MA – Portland State University, Portland, OR

Experience: 15 years
Assignment: 0.5 FTE Elementary Resources Specialist – Imlay Elementary School

Kathryn Welch

Education: MA – California State University, East Bay, CA
Experience: 22 years
Assignment: 1.0 FTE Community Transition Services Teacher - Student Services Department

Maya Wheeler

Education: MA – Marylhurst University – Lake Oswego, OR
Experience: 7 years
Assignment: 1.0 FTE English Learner Specialist – W.L. Henry Elementary/ Eastwood Elementary School

Madelyn Will

Education: BA – University of Oregon, Eugene, OR
Experience: 1 year
Assignment: 1.0 FTE 4th Grade Teacher – Quatama Elementary School

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
ADOPT BOARD / SUPERINTENDENT WORKING AGREEMENTS

SITUATION

The Board of Directors is the educational policy-making body for the Hillsboro School District. In order to effectively meet the District's challenges, it is essential that the Board and Superintendent function together as a leadership team. The Board / Superintendent working agreements, a tool that facilitates unity among the team members, is annually reviewed and readopted by the Board. The Board reviewed updates to the working agreements during the August 13 Retreat and September 10 work session.

RECOMMENDATION

The Superintendent recommends that the Board of Directors adopt the Board/Superintendent working agreements.

Hillsboro School District 2024-25 Board / Superintendent Working Agreements

Purpose

The Board of Directors is the educational policy-making body for the Hillsboro School District. The Board and Superintendent function together as a leadership team to effectively meet the District's challenges, agreeing that their first and greatest concern is the educational welfare of students. The Board and Superintendent are jointly committed to upholding the values and implementing the protocols outlined in the following working agreements.

Information Requests

- Individual Board members with requests for information will contact the Superintendent or appropriate Cabinet member. The Superintendent and / or Cabinet member will respond to general questions and inquiries.
- If information requests require additional staff work, the Superintendent will determine how to proceed. Requests that require considerable staff work will be added to a Board agenda, so the Board can determine whether it is a valuable investment of staff time.
- Information requests made during Board meetings will be recorded and tracked in the minutes.

Personnel Issues

- Board members support the employment of those persons best qualified to serve as school staff.
- Board members recognize that their sole employee is the Superintendent, whom they direct as a Board, and that it is not their role to direct staff.
- Board members agree that when they have concerns, they will follow the chain of command and contact the Superintendent or a Cabinet member.
- The Superintendent and Board Chair will collaborate to respond to employee concerns.

Speaking with One Voice

- Board members agree that they will strive to render all decisions based on the available facts and their independent judgment.
- Board members agree to accept the decision of the majority, while honoring the right of individual members to express opposing viewpoints and vote their convictions.
- The Board Chair, Vice Chair, and Superintendent will confer with each other, when possible, before responding to the media and

community as the official voice of the Board. The Superintendent and District Communications Director Officer will communicate facts and notify the Board when responding, as appropriate.

- Board members will be certain to clarify when they are speaking on their own behalf and when they are speaking as representatives of the Board. (For example, "... I am speaking to you today as an individual, and not on behalf of the Hillsboro School District Board of Directors.")

Superintendent / Board Relationship

- Board members agree to work with other Board members to establish effective Board policies, and to delegate authority for the administration of the schools to the Superintendent.
- Board members agree that they will not take any private action that will compromise the Board or administration. They will respect the confidentiality of information that is privileged under applicable law, and they will avoid being placed in a position that involves a conflict of interest.
- The Superintendent will communicate with the Board in a timely manner about issues that concern the District. Board members will provide feedback or suggestions to the Superintendent.
- Board members have access to members of Cabinet. In the event that a Board member contacts a Cabinet member, the Superintendent will be copied on the correspondence.
- The Superintendent will provide the Board with weekly updates.
- The Board Chair and Vice Chair will meet with the Superintendent to plan Board meeting agendas and strategize on how to address key issues.
- Board members and the Superintendent agree to be open to suggestions, and respectful in their manner of giving and receiving feedback, including reminders when their working agreements are being violated. The Board Chair and/or Superintendent will counsel Board members when necessary.
- The Board and Superintendent will review, revise, and recommit to their working agreements annually.

Meetings

- Board members agree to read all packet materials prior to the meetings.
- The Board packet will normally be emailed to Board members by the end of the day on the Thursday prior to a regularly scheduled Board meeting.
- When an individual Board member has a question about an agenda item prior to a Board meeting, they will strive to contact the Superintendent, so that information can be gathered and shared before the meeting.
- The Superintendent and Board secretary will act as parliamentarians at Board meetings to help ensure that each motion is clear and there is no missing or misunderstood information.
- The Board Chair will make every effort to ensure that all Board members wishing to speak regarding an agenda item have an opportunity to be heard.

Communication – Board / Superintendent / Staff / Community

- Board members and the Superintendent agree to show respect and consideration for each other at Board meetings and in all of their communications, work collaboratively together, strive to be a highly functioning team, and offer the same level of consideration and respect to administrators, staff members, audience members, and community members.
- Board members will endeavor to make policy decisions only after full discussion at publicly held Board meetings.
- Board members agree to encourage the free expression of opinion by all Board members, and to follow the protocols established by the Board and Superintendent when communicating with other Board members, students, staff, and community members.
- Board members are encouraged to visit schools.
 - When Board members visit schools in their official capacity, they agree to plan their visits in advance with the principal, and wear their District “Board Member” badges.
 - When Board members visit schools as a parent or volunteer, they will sign in at the office and ask for a visitor badge. Advance notice is encouraged, but may not be required in all cases.
- Board members agree that emails sent to the entire Board from **stakeholders community members** will be answered by the Board Chair (or designee) on behalf of the Board, and copied to all Board members, and that concerns about the District will be referred to the Superintendent and Cabinet member, if appropriate. The Board Chair (or designee)

will include the following points in their response:

1. Thank you for sharing your concern regarding _____.
2. I have referred your concern to the Superintendent and Cabinet member (if appropriate).

If a Board member would like to respond to a **stakeholder community member** who has contacted several Board members regarding a concern, the Board member’s response will include the following points:

1. Thank you for sharing your concern regarding _____.
2. The Hillsboro School District Board Chair (or designee) will respond on behalf of the Board.

Board Meeting Agendas

- The Board Chair, Vice Chair, and Superintendent will set the Board agenda. Individual Board members may request that items be added to the agenda by contacting the Superintendent or Board Chair.
- Items will only be added to the agenda at a Board meeting if the majority of the Board agrees to consider them.

Board Professional Development Requests

- Because Board members believe that professional development is a key component to being an effective Board member, they are committed to informing themselves about current educational issues by individual study and through participation in programs that provide valuable relevant information, such as programs sponsored by state and national school boards associations and other professional organizations.
- See policy BHB for specific information regarding professional development requests. Board members participating in professional development opportunities will share a brief summary of the training with the rest of the Board following the event.

Adopted ~~XX/XX/202X~~

HILLSBORO SCHOOL DISTRICT 1J
September 10, 2024
DISCUSS BOARD GOALS

SITUATION

The ongoing duties of the Board include resource allocation, formulating policy, and interacting with the community in support of the District mission. The Board discussed goals for the 2024-25 school year at the August 13 Retreat and September 10 work session. Based on this discussion, the following goals have been drafted.

Proposed Board goals for 2024-25

- **Active Engagement**
Board members will **strive to** each be visible as community leaders by participating in district and community events. Engagement opportunities may include attendance at the Proud to be HSD Festival, Faith Luncheon, Coffee Chats, other listening sessions, PAC meetings, and other district-organized events. In addition, Board members will **may** seek opportunities to attend graduations, school activities, attend athletic events, and make site visits at a variety of school levels.
- **Strategic Plan Promotion**
Board members will champion the 2023-2027 Strategic Plan and the thoroughness, transparency, and commitment to equitable outcomes for student focal groups with which we approach our planning, implementation, and reporting.
- **Legislative Advocacy**
In advance of and during the 2025 Legislative Session, Directors will **may seek opportunities** to learn about the topics of highest importance to K-12 education and, specifically, how those things might affect the Hillsboro School District. A subset of Directors will **may** participate on a Legislative Advocacy Committee with the Communications Officer to draft and propose a slate of priorities for adoption by the full Board. Directors will **may** then use these priorities as talking points with community members and elected officials as they advocate for state-level actions that are favorable to K-12 education.
- **Self-Evaluation**
The Board will explore opportunities to establish a cycle of self-evaluation.

RECOMMENDATION

The Board Chair recommends that the Board of Directors adopt the proposed Board goals.

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
APPROVE POLICIES

SITUATION

The Hillsboro School District has contracted with Oregon School Boards Association (OSBA) to perform a quarterly review of the District's policy manual, and works with OSBA's policy specialist throughout the year to review all of the District's policies and administrative regulations.

Policy language must meet the following criteria:

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

The Superintendent and Cabinet members have reviewed the policy listed below, and presented it to the Board for First Reading on August 13, 2024:

- o Policy in Section J – Students
 - o JEA: Compulsory Attendance

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the policies.



Code: **JEA**
Adopted: 1/23/18
Revised/Readopted: 5/28/19; 11/17/20; 12/06/22
Orig. Code: JEA

Compulsory Attendance**

Except when exempt by Oregon law, all children between ages 6 and 18 who have not completed the 12th grade are required to regularly attend a public, full-time school during the entire school term. Persons having ~~legal~~ control of a child between the ages 6 and 18, who has not completed the 12th grade, are required to ~~send~~ ~~have~~ the child to school ~~attend~~ and maintain the child in regular attendance during the entire school term.

All children five years of age who have been enrolled in a public school are required to attend regularly while enrolled in the public school. Persons having ~~legal~~ control of a child, who is five years of age and who have ~~has~~ enrolled the child in a public school, are required to ~~send~~ ~~have~~ the child to school ~~attend~~ and maintain the child in regular attendance during the school term.

Attendance supervisors shall monitor and report any violation of the compulsory attendance law to the superintendent or designee. [A citation for violation of ORS 339.035 may be issued.]

A parent who is not supervising their child by requiring school attendance may also be in violation of Oregon Revised Statute (ORS) 163.577(1)(c); failing to supervise a child is a Class A violation.

~~The District will develop procedures for issuing a citation.~~

Exemptions from Compulsory School Attendance

In the following cases, children shall not be required to attend public, full-time schools:

1. Children being taught in a private or parochial school in courses of study usually taught in kindergarten through grade 12 in the public schools; and in attendance for a period equivalent to that required of students attending public schools.
2. Children proving to the Board's satisfaction that they have acquired equivalent knowledge to that acquired in the courses of study taught in kindergarten through grade 12 in the public schools.
3. Children who have received a high school diploma or a modified diploma.
4. Children being taught, by a private teacher, the courses of study usually taught in kindergarten through grade 12 in the public school for a period equivalent to that required of students attending public schools.
5. Children being educated in the home by a parent, ~~legal~~ guardian or private teacher:

- a. When a student is taught or is withdrawn from a public school to be taught by a parent, legal guardian or private teacher, the parent, legal guardian or private teacher must notify the Northwest Regional Education Service District (ESD) in writing within 10 days of such occurrence. In addition, when such a ~~home-schooled~~ student moves to a new ESD, the parent, guardian or private teacher shall notify the new ESD in writing, within 10 days, of the intent to continue home schooling. The ESD shall acknowledge receipt of any notification in writing within 90 days of receipt of the notification. The ESD is to notify, at least annually, the school districts of ~~home-schooled~~ students who are registered with the ESD and reside in their district;
 - b. Each child being taught as described above ~~by a parent or private teacher~~ shall be examined no later than August 15, following grades 3, 5, 8 and 10:
 - (1) If the student was withdrawn from public school, the first examination shall be administered at least 18 months after the date the student withdrew ~~from public school~~;
 - (2) If the child never attended public or private school, the first examination shall be administered prior to the end of grade 3.
 - c. Procedures for homeschooling students with disabilities are set out in Oregon Administrative Rule (OAR) 581-021-0029;
 - d. Examinations ~~testing each child~~ shall be from the list of approved examinations from the State Board of Education;
 - e. The examination must be administered by a neutral, individual qualified to administer tests on the approved list provided by the Oregon Department of Education;
 - f. The person administering the examination shall score the examination and report the results to the parent ~~or guardian~~. Upon request of the ESD superintendent, the parent ~~or guardian~~ shall submit the results of the examination to the ESD;
 - g. All costs for the test instrument, administration and scoring are the responsibility of the parent ~~or guardian~~;
 - h. In the event the ESD superintendent finds that the child is not showing satisfactory educational progress, the ESD superintendent shall follow the guidelines in Oregon Revised Statutes and Oregon Administrative Rules.
6. Children whose sixth birthday occurred on or before September 1 immediately preceding the beginning of the current school year, if the parent or guardian notified the child's resident district in writing that the parent or guardian is delaying the enrollment of their child for one school year to better meet the child's needs for cognitive, social or physical development, as determined by the parent or guardian.
 7. Children who are present in the United States on a nonimmigrant visa and who are attending a private, accredited English language learner program in preparation for attending a private high school or college.
 8. Children excluded from attendance as provided by law.

9. Children who are eligible military children¹ are exempt up to 10 days after the date of military transfer or pending transfer indicated in the official military order.
10. An exemption may be granted to the parent or guardian of any child 16 or 17 years of age who is lawfully employed full-time, or who is lawfully employed part-time and enrolled in school, a community college or an alternative education program as defined in ORS 336.615.
11. An exemption may be granted to any child who is an emancipated minor or who has initiated the procedure for emancipation under ORS 419B.550 - 419B.558.

END OF POLICY

Legal Reference(s):

[ORS 153.018](#)

[ORS 163.577](#)

[ORS 339.010 - 339.095](#)

[ORS 339.139](#)

[ORS 339.990](#)

[OAR 581-021-0026](#)

[OAR 581-021-0029](#)

[OAR 581-021-0076](#)

[OAR 581-021-0077](#)

¹ “Military child” means a child who is in a military family covered by the Interstate Compact on Educational Opportunity for Military Children, as determined under rules adopted by the State Board of Education.

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
FINANCIAL REPORT

Business Office – General Update

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

Example 80: Systems to Support Student Behavior Collaboration

There is an efficiency created by a well-coordinated and defined set of operational systems and facility use. A team consisting of Principals, Student Services, the Office of School Performance, and Business Office staff met twice over the summer to review current and develop standard additional supports for schools experiencing challenges with student behavior. These additional supports may be piloted and/or implemented in the current school year.

Finance Team - Accounts Payable, Banking, Contracts, and Student Body Accounting

Jennifer Zavatsky, Finance Manager, and the finance team have welcomed Alisha Schuh to the team. After Jolene Sauve's retirement in June, the position was converted to a General Accountant position that better aligns with the current needs of the district. The Business Office maintains the best practice of position review and workload distribution prior to refilling positions that have been vacated. Congratulations to Alisha and the team!

Finance Team- Financial Reporting and Grants

Jeff Jones, Manager of Business Services, is focused on finalizing the 2023-24 school year in order to draft the Annual Comprehensive Financial Report. The report will be reviewed by the District's independent auditor, reviewed by the Audit Committee, and approved by the full board at the end of the year. Special thanks to all of the Business Office and program level staff that follow the spending and documentation requirements of policy and best practice.

Grant Fiscal Specialists Rebecca Cabrales and Jeanne Zmolek have been very focused on navigating the Oregon Department of Education's multiple processes for requesting reimbursement funds. There is not currently a standard for accessing grant funds to reimburse the district which creates a long period of time between expenses and revenue. These two are working hard to acquire the funds and avoid cash flow challenges.

Employee Services

Daphne Fisk, Employee Benefits Supervisor, and the Benefits Team have facilitated the Mandatory Employee Benefits Enrollment period for the upcoming benefit year. It is a challenging process that all eligible employees are required to do in order to select insurance options and have the correct deductions in the September paycheck.

Emily Heffernan, Payroll Supervisor, and her team have been collaborating for months with Human Resources staff to ensure the “first full” payroll in September is correct. She also works closely with the benefits team for processing “Opt-outs” per the bargained agreements and contributions to healthcare and other supplemental benefits.

Donations Over \$5,000

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

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

There were no donations over \$5,000 in July or August.

Workers’ Compensation Report

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

The District received two new workers’ compensation claims in July and four in August for a total of six claims.

Workers’ Compensation Reports			
	2022-2023	2023-2024	2024-2025
July	1	2	2
August	8	3	4
September	11	14	
October	13	6	
November	8	5	
December	6	11	
January	7	14	
February	11	11	
March	8	4	
April	10	11	
May	11	15	
June	9	8	
Yearly Total:	103	104	6

Student Incident Report

Student incident data below is month to date through August 31, 2024. Drivers for incidents are Slip/fall and collision with an object. Injuries to the head were the most common.

Student Incident Reports						
	2023-24 Total Incidents	Average Incidents Per School Day	Serious Injuries With 911 Transport	2024-25 Total Incidents	Average Incidents Per School Day	Serious Injuries With 911 Transport
July	0	N/A	0	0	0	0
August	0	N/A	0	0	0	0
September	102	0.18	8			
October	80	0.26	10			
November	37	0.3	4			
December	36	0.3	2			
January	39	0.58	4			
February	60	0.3	3			
March	55	0.29	8			
April	45	0.46	3			
May	70	0.32	4			
June	27	0.31	2			
Yearly Total:	551	0.33	48			

Vehicle Accidents

In July there were five vehicle claims filed and in August only one claim was filed for vehicle accidents.

General Functions

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

HILLSBORO SCHOOL DISTRICT HILLSBORO SCHOOL DISTRICT 1J
2023-24
MONTHLY FINANCIAL REPORT - as of June 30, 2024 (Unaudited)

Revenues	1st Quarter	2nd Quarter	3rd Quarter	April	May	June	4th Quarter	Fiscal YTD	Budget**		Fiscal YTD	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	2023-24	2023-24	% of Budget	2022-23	% of Budget
Taxes	\$349,682.99	\$90,461,778.50	\$3,598,463.64	\$356,424.67	\$299,793.86	\$1,704,064.22	\$2,360,282.75	\$96,770,207.88	\$93,524,331.00	103.47%	\$92,542,516.29	104.59%
Interest	\$258,707.90	\$475,848.42	\$769,560.79	\$183,205.18	\$142,825.57	\$612,040.24	\$938,070.99	\$2,442,188.10	\$639,744.00	381.74%	\$1,520,759.08	303.94%
Local Sources	\$257,330.13	\$653,468.19	\$891,274.29	\$92,715.80	\$569,827.63	\$1,624,930.43	\$2,287,473.86	\$4,089,546.47	\$2,751,130.00	148.65%	\$3,037,033.43	168.91%
Total Local	\$865,721.02	\$91,591,095.11	\$5,259,298.72	\$632,345.65	\$1,012,447.06	\$3,941,034.89	\$5,585,827.60	\$103,301,942.45	\$96,915,205.00	106.59%	\$97,100,308.80	106.96%
County/ESD	\$15,344.06	\$150,982.58	\$112,967.02	\$42,742.96	\$0.00	\$4,738,691.89	\$4,781,434.85	\$5,060,728.51	\$5,255,911.00	96.29%	\$4,535,689.69	101.86%
State Sources	\$49,583,764.13	\$37,176,706.62	\$37,872,666.40	\$12,922,083.07	\$9,423,533.65	\$1,486,769.81	\$23,832,386.53	\$148,465,523.68	\$154,252,132.00	96.25%	\$148,201,580.29	98.74%
Federal Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Adjusted Beginning Balance*	\$14,629,602.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,629,602.00	\$12,824,439.00	114.08%	\$21,194,031.00	100.00%
Total Revenue	\$65,094,431.21	\$128,918,784.31	\$43,244,932.14	\$13,597,171.68	\$10,435,980.71	\$10,166,496.59	\$34,199,648.98	\$271,457,796.64	\$269,247,687.00	100.82%	\$271,031,609.78	101.69%
Expenditures												
Instruction												
Salaries	\$8,287,065.76	\$24,427,831.12	\$24,242,064.51	\$8,056,362.67	\$8,064,467.93	\$20,336,368.16	\$36,457,198.76	\$93,414,160.15	\$93,657,609.00	99.74%	\$92,827,821.33	109.74%
Benefits	\$4,138,206.71	\$12,178,954.77	\$12,175,336.89	\$4,081,353.54	\$4,055,397.12	\$10,920,681.26	\$19,057,431.92	\$47,549,930.29	\$46,642,929.00	101.94%	\$46,291,015.29	101.51%
Purchased Service	\$2,050,353.87	\$3,616,861.65	\$3,470,363.34	\$1,141,052.17	\$1,800,480.44	-\$2,111,542.52	\$829,990.09	\$9,967,568.95	\$14,493,546.00	68.77%	\$10,812,479.95	69.95%
Supplies/Materials	\$1,363,927.83	\$848,131.96	\$373,243.36	\$163,316.38	\$226,020.42	\$102,181.88	\$491,518.68	\$3,076,821.83	\$5,960,742.00	51.62%	\$1,824,826.20	33.43%
Capital Purchases	\$18,906.55	\$5,119.95	\$8,099.00	\$1,137.33	\$0.00	\$0.00	\$1,137.33	\$33,262.83	\$0.00	0.00%	\$16,895.00	0.00%
Other	\$117,264.46	\$21,893.60	\$24,539.54	\$10,090.00	\$65,307.42	-\$289.00	\$75,108.42	\$238,806.02	\$1,370,504.00	17.42%	\$213,591.41	18.80%
Total Instruction	\$15,975,725.18	\$41,098,793.05	\$40,293,646.64	\$13,453,312.09	\$14,211,673.33	\$29,247,399.78	\$56,912,385.20	\$154,280,550.07	\$162,125,330.00	95.16%	\$151,986,629.18	99.83%
Support Services												
Salaries	\$9,560,416.28	\$13,331,100.42	\$13,463,087.79	\$4,427,704.12	\$4,495,314.19	\$6,900,882.74	\$15,823,901.05	\$52,178,505.54	\$52,701,063.00	99.01%	\$49,402,141.41	96.22%
Benefits	\$4,927,298.21	\$7,146,243.97	\$7,343,026.62	\$2,412,199.47	\$2,465,134.12	\$3,256,118.66	\$8,133,452.25	\$27,550,021.05	\$27,886,659.00	98.79%	\$27,070,960.33	97.81%
Purchased Service	\$3,659,589.64	\$3,467,855.76	\$2,809,306.99	\$686,520.53	\$1,327,267.88	\$3,974,161.96	\$5,987,950.37	\$15,924,702.76	\$9,303,628.00	171.17%	\$14,389,241.18	153.38%
Supplies/Materials	\$4,765,355.71	-\$991,966.83	\$1,445,884.89	\$512,986.12	\$377,571.94	\$1,109,396.48	\$1,999,954.54	\$7,219,228.31	\$3,826,284.00	188.67%	\$4,424,211.11	133.52%
Capital Purchases	\$88,044.59	\$274,216.13	\$168,804.75	\$31,886.63	\$99,428.66	-\$623,954.55	-\$492,639.26	\$38,426.21	\$418,902.00	0.00%	\$257,428.74	0.00%
Other	\$2,178,475.10	\$235,554.31	\$48,982.82	\$21,897.94	\$30,103.54	-\$1,597,318.50	-\$1,545,317.02	\$917,695.21	\$879,744.00	104.31%	\$2,926,746.67	424.35%
Total Support	\$25,179,179.53	\$23,463,003.76	\$25,279,093.86	\$8,093,194.81	\$8,794,820.33	\$13,019,286.79	\$29,907,301.93	\$103,828,579.08	\$95,016,280.00	109.27%	\$98,470,729.44	106.57%
Community Services												
Salaries	\$82,060.44	\$115,241.78	\$71,651.41	\$27,024.34	\$28,216.19	-\$40,322.87	\$14,917.66	\$283,871.29	\$368,744.00	76.98%	\$370,550.85	125.45%
Benefits	\$45,253.16	\$69,048.56	\$46,621.43	\$17,344.13	\$17,711.13	-\$39,891.33	-\$4,836.07	\$156,087.08	\$191,487.00	81.51%	\$215,169.66	135.12%
Purchased Service	\$22,571.79	\$40,244.55	\$13,677.27	\$10,515.79	\$20,931.19	\$3,716.60	\$35,163.58	\$111,657.19	\$63,886.00	174.78%	\$53,504.82	99.12%
Supplies/Materials	\$4,946.76	\$12,142.74	\$6,564.49	\$1,543.64	\$5,841.49	\$967.61	\$8,352.74	\$32,006.73	\$26,273.00	121.82%	\$24,480.56	128.41%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,041.00	0.00%	\$0.00	0.00%
Total Community Services	\$154,832.15	\$236,677.63	\$138,514.60	\$56,427.90	\$72,700.00	-\$75,529.99	\$53,597.91	\$583,622.29	\$656,431.00	88.91%	\$663,705.89	124.84%
Capital Projects												
Purchased Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Total Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Debt Service Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Pre-Paid Items/Transfers	\$2,418,837.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,418,837.31	\$0.00	0.00%	\$8,500,000.00	0.00%
Contingency/Ending Balance*	\$10,346,207.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,346,207.89	\$11,449,646.00	90.36%	\$11,766,035.00	100.00%
Total Expenditures	\$54,074,782.06	\$64,798,474.44	\$65,711,255.10	\$21,602,934.80	\$23,079,193.66	\$42,191,156.58	\$86,873,285.04	\$271,457,796.64	\$269,247,687.00	100.82%	\$271,387,099.51	105.62%

* Unaudited
** Includes Appropriation Changes

Interest Earnings	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
General Fund	\$258,707.90	\$475,848.42	\$769,560.79	\$938,070.99	\$2,442,188.10
Debt Service Fund	\$63,582.21	\$103,095.23	\$77,909.25	\$844,886.53	\$1,089,473.22
Capital Projects Fund	\$150,713.13	\$228,124.41	\$75,843.23	\$101,414.58	\$556,095.35
Total Earnings	\$473,003.24	\$807,068.06	\$923,313.27	\$1,884,372.10	\$4,087,756.67

HILLSBORO SCHOOL DISTRICT HILLSBORO SCHOOL DISTRICT 1J

2024-25

MONTHLY FINANCIAL REPORT - as of August 31, 2024

Revenues	July	August	September	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Fiscal YTD	Budget		Fiscal YTD	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	2024-25	2024-25	% of Budget	2023-24	% of Budget
Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$105,299,788.00	0.00%	\$242,988.35	0.29%
Interest	\$63,523.63	\$106,133.08	\$0.00	\$169,656.71	\$0.00	\$0.00	\$0.00	\$169,656.71	\$1,912,304.00	8.87%	\$170,800.64	49796.10%
Local Sources	\$39,286.12	\$38,964.39	\$0.00	\$78,250.51	\$0.00	\$0.00	\$0.00	\$78,250.51	\$4,434,290.00	1.76%	\$80,221.28	2.22%
Total Local	\$102,809.75	\$145,097.47	\$0.00	\$247,907.22	\$0.00	\$0.00	\$0.00	\$247,907.22	\$111,646,382.00	0.22%	\$494,010.27	0.56%
County/ESD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,017,971.00	0.00%	\$0.00	0.00%
State Sources	\$24,869,627.00	\$12,427,294.00	\$0.00	\$37,296,921.00	\$0.00	\$0.00	\$0.00	\$37,296,921.00	\$160,034,325.00	23.31%	\$37,253,546.06	25.02%
Federal Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Unaudited Beginning Balance*	\$10,346,207.89	\$0.00	\$0.00	\$10,346,207.89	\$0.00	\$0.00	\$0.00	\$10,346,207.89	\$17,975,805.00	57.56%	\$14,629,602.30	154.09%
Total Revenue	\$35,318,644.64	\$12,572,391.47	\$0.00	\$47,891,036.11	\$0.00	\$0.00	\$0.00	\$47,891,036.11	\$294,674,483.00	16.25%	\$52,377,158.63	20.87%
Expenditures												
Instruction												
Salaries	\$40,374.36	\$127,754.65	\$0.00	\$168,129.01	\$0.00	\$0.00	\$0.00	\$168,129.01	\$96,624,745.00	0.17%	\$188,656.77	0.23%
Benefits	\$30,770.35	\$57,861.45	\$0.00	\$88,631.80	\$0.00	\$0.00	\$0.00	\$88,631.80	\$49,892,653.00	0.18%	\$128,258.79	0.29%
Purchased Service	\$655,357.93	\$315,594.17	\$0.00	\$970,952.10	\$0.00	\$0.00	\$0.00	\$970,952.10	\$16,977,473.00	5.72%	\$857,749.72	5.83%
Supplies/Materials	\$579,496.40	\$395,707.38	\$0.00	\$975,203.78	\$0.00	\$0.00	\$0.00	\$975,203.78	\$4,712,331.00	20.69%	\$881,372.35	18.76%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other	\$59,935.00	\$12,225.00	\$0.00	\$72,160.00	\$0.00	\$0.00	\$0.00	\$72,160.00	\$1,579,035.00	4.57%	\$100,286.10	9.83%
Total Instruction	\$1,365,934.04	\$909,142.65	\$0.00	\$2,275,076.69	\$0.00	\$0.00	\$0.00	\$2,275,076.69	\$169,786,237.00	1.34%	\$2,156,323.73	1.47%
Support Services												
Salaries	\$2,407,448.72	\$2,596,741.51	\$0.00	\$5,004,190.23	\$0.00	\$0.00	\$0.00	\$5,004,190.23	\$62,609,445.00	7.99%	\$4,945,096.70	9.44%
Benefits	\$1,247,080.82	\$1,306,032.85	\$0.00	\$2,553,113.67	\$0.00	\$0.00	\$0.00	\$2,553,113.67	\$32,328,691.00	7.90%	\$2,496,627.37	8.96%
Purchased Service	\$2,015,447.04	\$1,527,670.45	\$0.00	\$3,543,117.49	\$0.00	\$0.00	\$0.00	\$3,543,117.49	\$11,000,811.00	32.21%	\$2,886,858.25	30.94%
Supplies/Materials	\$982,808.70	\$640,193.30	\$0.00	\$1,623,002.00	\$0.00	\$0.00	\$0.00	\$1,623,002.00	\$3,053,428.00	53.15%	\$2,257,291.35	75.80%
Capital Purchases	\$17,980.00	\$1,306,691.80	\$0.00	\$1,324,671.80	\$0.00	\$0.00	\$0.00	\$1,324,671.80	\$0.00	0.00%	\$55,588.17	0.00%
Other	\$15,395.30	\$2,100,986.34	\$0.00	\$2,116,381.64	\$0.00	\$0.00	\$0.00	\$2,116,381.64	\$1,023,160.00	206.85%	\$2,052,116.31	317.29%
Total Support	\$6,686,160.58	\$9,478,316.25	\$0.00	\$16,164,476.83	\$0.00	\$0.00	\$0.00	\$16,164,476.83	\$110,015,535.00	14.69%	\$14,693,578.15	15.77%
Community Services												
Salaries	\$19,219.33	\$29,111.11	\$0.00	\$48,330.44	\$0.00	\$0.00	\$0.00	\$48,330.44	\$421,948.00	11.45%	\$35,809.46	9.54%
Benefits	\$10,503.20	\$13,716.88	\$0.00	\$24,220.08	\$0.00	\$0.00	\$0.00	\$24,220.08	\$217,875.00	11.12%	\$15,961.27	7.98%
Purchased Service	\$10,400.00	\$116.59	\$0.00	\$10,516.59	\$0.00	\$0.00	\$0.00	\$10,516.59	\$74,138.00	14.19%	\$20,158.47	30.13%
Supplies/Materials	\$0.00	\$701.98	\$0.00	\$701.98	\$0.00	\$0.00	\$0.00	\$701.98	\$20,579.00	3.41%	\$1,501.43	7.03%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,895.00	0.00%	\$0.00	0.00%
Total Community Services	\$40,122.53	\$43,646.56	\$0.00	\$83,769.09	\$0.00	\$0.00	\$0.00	\$83,769.09	\$741,435.00	11.30%	\$73,430.63	10.99%
Capital Projects												
Purchased Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Capital Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Total Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$344,297.00	0.00%	\$0.00	0.00%
Debt Service Payment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
Contingency/Ending Balance	\$11,786,979.00	\$0.00	\$0.00	\$11,786,979.00	\$0.00	\$0.00	\$0.00	\$11,786,979.00	\$11,786,979.00	100.00%	\$23,649,646.00	235.61%
Total Expenditures	\$19,879,196.15	\$10,431,105.46	\$0.00	\$30,310,301.61	\$0.00	\$0.00	\$0.00	\$30,310,301.61	\$292,674,483.00	10.36%	\$40,572,978.51	16.17%

*Unaudited Fund Balance

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
ACCEPT GIFTS AND DONATIONS
(as of August 31, 2024)

SITUATION

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

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

There were no donations over \$5,000 in July or August.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
DIVISION 22 STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY
SCHOOLS 2023-24 ASSURANCE FORM: PART 1

SITUATION

Each year, the Oregon Department of Education requires that all school district superintendents report to their communities their district's standing regarding compliance with the Division 22 Standards for Public Elementary and Secondary Schools.

Following an internal monitoring and reporting process, districts must complete and return to the Oregon Department of Education the annual Division 22 Assurance Form. This form provides an opportunity to:

1. Assure the district's compliance with Division 22 standards.
2. Assure that the district's status regarding Division 22 has been reported publicly.
3. Identify any areas found to be out of compliance and provide an action plan for bringing those areas into compliance.

After a review of Division 22 standards by the appropriate personnel, the Hillsboro School District assures the Hillsboro School District is in compliance in 59 of 60 categories in Division 22.

The Assistant Superintendent for Academic Services will share the 2023-24 update on the implementation of the corrective action plan for 581-022-2355 Instructional Materials Adoption and (see attached report).

The Board will hear an update on Division 22 compliance, as well as changes to Division 22 for the 2024-2025 and 2025-2026 school years.

RECOMMENDATION

The Superintendent recommends that the Board of Directors review the attached report, listen to this report and ask any questions they may have.

Hillsboro School District 1J

Report on Compliance with Public School Standards

2023-24 School Year

By November 1 of each year, school district superintendents are required by [OAR 581-022-2305: District Assurances of Compliance with Public School Standards](#) to report to their community on the district’s status with respect to all of the Standards for Public Elementary and Secondary Schools. The Standards are adopted by the State Board of Education and set out in Oregon Administrative Rules Chapter 581, Division 22.

The table below contains a summary of **Hillsboro School District’s** compliance with each of the requirements of Oregon’s administrative rules found in [DIVISION 22 - STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS](#) during the 2023-24 school year. For each rule reported as out of compliance, **Hillsboro** School District has provided an explanation of why the school district was out of compliance and the school district’s proposed corrective action plan to come into compliance. The corrective action must be approved by ODE and completed by the district by the beginning of the 2025-26 school year.

What are the requirements of the standards? For a general overview of what each rule/standard requires, consult this high-level [Rules at a Glance summary](#). For specific, comprehensive requirements, use the links below for each individual rule.

Category: Teaching & Learning

Subcategory: Curriculum & Instruction

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2030 District Curriculum	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2045 Substance Use Prevention and Intervention Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2050 Human Sexuality Education	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2055 Career Education	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2060 Comprehensive School Counseling	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Elementary Grades	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2263 Physical Education Requirements *Middle Grades	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2320 Required Instructional Time	In compliance; approval from ODE to include up to 14 hours of time lost to inclement weather	On April 9, 2024, the Board approved the ODE Inclement Weather Waiver request. HSD submitted the request to ODE and approval was granted April 17, 2024.	Not applicable
581-022-2340 Media Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2500 Programs and Services for TAG Students	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2350 Independent Adoptions of Instructional Materials	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2355 Instructional Materials Adoption	Implementing approved corrective action	In May 2024 the Board approved the adoption of Teacher’s Curriculum Institute (TCI) K-12 Social Studies instructional materials. Implementation of instructional materials (noted above) in the classroom by Fall 2024.	Corrective Action Plan is in process in cooperation with the Oregon Department of Education. This plan will return the district to compliance by Fall of 2025.
581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Assessment & Reporting

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2100 Administration of State Assessments	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2110 Exception of Students with Disabilities from State Assessments	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2115 Assessment of Essential Skills: Diploma Requirements	Waived through the end of 2027-28 school year	Not applicable	Not applicable
581-022-2115(2) Assessment of Essential Skills: Local Performance Assessment Requirement	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2120 Essential Skill Assessments for English Language Learners	Waived through the end of 2027-28 school year	Not applicable	Not applicable
581-022-2270 Individual Student Assessment, Recordkeeping and Reporting	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2445 Universal Screenings for Risk Factors of Dyslexia	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Program & Service Requirements

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2315 Special Education for Children with Disabilities	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2325 Identification of Academically Talented and Intellectually Gifted Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2330 Rights of Parents of TAG Students	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2505 Alternative Education Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2515 Menstrual Dignity for Students	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: High School Diploma

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2000 Diploma Requirements	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2005 Veterans Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2010 Modified Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2015 Extended Diploma	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2020 Certificate of Attendance	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2025 Credit Options	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: Health & Safety

Subcategory: Policies & Practices

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2205 Policies on Reporting of Child Abuse	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2220 Health Services	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2307 Educational Equity Advisory Committees	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2310 Equal Education Opportunities	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2312 Every Student Belongs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2345 Auxiliary Services	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Plans & Reports

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2223 Healthy and Safe Schools Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2225 Emergency Plans and Safety Programs	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2230 Asbestos Management Plans	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2267 Annual Report on Restraint and Seclusion	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2510 Suicide Prevention Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable

Subcategory: Athletics & Interscholastic Activities

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2210 Anabolic Steroids and Performance Enhancing Substances	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2215 Safety of School Sports – Concussions	In compliance	The district has met all of the requirements for this rule.	Not applicable

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2308 Agreements Entered Into with Voluntary Organizations	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: District Performance & Accountability

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2250 District Improvement Plan	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2255 School and District Performance Report Criteria	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2260 Records and Reports	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2265 Report on PE Data	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2300 Standardization	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2305 District Assurances of Compliance with Public School Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2370 Complaint Procedures	In compliance	The district has met all of the requirements for this rule.	Not applicable

Category: Human Resources/Staffing

Rule # and Title	Status	Explanation/Evidence	Corrective Action Plan & Timeline
581-022-2335 Daily Class Size	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2400 Personnel	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2405 Personnel Policies	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2410 Teacher and Administrator Evaluation and Support	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2415 Core Teaching Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2420 Educational Leadership - Administrator Standards	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2430 Fingerprinting of Subject Individuals in Positions Not Requiring Licensure as Teachers, Administrators, Personnel Specialists, School Nurses	In compliance	The district has met all of the requirements for this rule.	Not applicable
581-022-2440 Teacher Training Related to Dyslexia	In compliance	The district has met all of the requirements for this rule.	Not applicable

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
DIVISION 22 STANDARDS FOR PUBLIC ELEMENTARY AND SECONDARY
SCHOOLS 2023-24 ASSURANCE PART 2: ONE-YEAR SCIENCE ADOPTION
POSTPONEMENT

SITUATION

Each year, the Oregon Department of Education requires that all school district superintendents report to their communities their district's standing regarding compliance with the Division 22 Standards for Public Elementary and Secondary Schools.

Following an internal monitoring and reporting process, districts must complete and return to the Oregon Department of Education the annual Division 22 Assurance Form.

After a review of Division 22 standards by the appropriate personnel, the Hillsboro School District is seeking a 1-year postponement of the K-12 Science adoption and purchasing of materials (moving the timeline from 2024-25 to 2025-26 school year). Rule, 581-022-2360, Postponement of Purchase of State-Adopted Instructional Materials, requires Board approval prior to completing postponement paperwork with ODE.

The Board will hear a rationale of the request for a K-12 Science Adoption Postponement from the Assistant Superintendent for Academic Services.

RECOMMENDATION

The Superintendent recommends that the Board of Directors approve the one-year postponement of the Hillsboro School District's K-12 Science Adoption process to move from the 2024-25 to the 2025-26 school year.

I move that the Board of Directors approve the one-year postponement of the Hillsboro School District's K-12 Science Adoption process to move from the 2024-25 to the 2025-26 school year.

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
APPOINT COMMUNITY CURRICULUM ADVISORY COMMITTEE MEMBERS

SITUATION

In accordance with policy IFF, the Board of Directors has established the Community Curriculum Advisory Committee (CCAC) to provide for community involvement in the development of curriculum and instructional programs and input into those curricular areas identified by the Board. The CCAC consists of parents and community members who reside in the District attendance area, and includes student representation, as appropriate. CCAC members may not be current HSD employees. A value of the Board and CCAC is to recruit community members with diverse perspectives that reflect the population of the District.

CCAC members are appointed by the Board. The term of service for CCAC members is two years, and terms are staggered so that one-half of members' terms end each year. CCAC members who apply for reinstatement may be appointed by the Board to serve as many consecutive terms as are deemed appropriate.

The Board, in consultation with the CCAC chair and District staff, determines the number of participants that is sufficient to fulfill the responsibilities of the committee. In 2014, the Board agreed that the number of adult members serving on the committee in previous years (14) would serve as a baseline for the CCAC, with a goal of appointing five additional student members. If more or fewer qualified candidates apply, the Board, in consultation with District staff and the CCAC chair, will have the discretion to adjust the number of members, and define the process for appointing them.

Information regarding CCAC membership and applications:

- Five active CCAC members have continuing terms.
- At this time, twelve applications have been received for community members interested in serving on the CCAC, along with six student applications.

During tonight's work session, applicants were invited to introduce themselves, and the Board discussed the selection process. During this evening's regular session, Board members will identify a slate of candidates who will be officially appointed to fill the open positions.

New members who are appointed by the Board this evening will be able to participate in the first CCAC meeting of the 2024-25 school year on Monday, October 14, 2024.

RECOMMENDATION

The Superintendent recommends that the Board of Directors take action on the following motion:

I move that the Board of Directors appoint the following candidates to two-year positions:

Position 1: _____

Position 3: _____

Position 4: _____

Position 5: _____

Position 7: _____

Position 8: _____

Position 12: _____

Position 13: _____

Position 14: _____

Student Position 1: _____

Student Position 2: _____

Student Position 3: _____

Student Position 4: _____

Student Position 5: _____

Student Position 6: _____

HILLSBORO SCHOOL DISTRICT 1J
September 24, 2024
NOMINATE MEMBER TO OSBA BOARD OF DIRECTORS - POSITION 15 / 20

SITUATION

Oregon School Boards Association (OSBA) is seeking nominations for positions on the OSBA board of directors. Washington County school districts (Banks, Beaverton, Forest Grove, Gaston, Hillsboro, Sherwood, and Tigard-Tualatin) are represented by positions 15, 16, and 20, which are staggered, two-year terms. Nominations are open for positions 15 (currently held by Kristy Kottkey, FGSD) and 20 (currently held by Nancy Thomas).

Candidates for the OSBA Board of Directors must be nominated by official action of a member board within their region, using an official nomination form, within the timelines specified by OSBA, and based on the following provisions:

- Candidates must be active members of a local board that is a dues-paying member of OSBA within the represented area.
- The nomination must be an official action of the local board in the represented area.
- Candidates must complete an OSBA Board of Directors Candidate Questionnaire form and Candidate Resume form.

Nominations will close on September 27, 2024. In mid-October, OSBA will distribute official ballots to member boards. Each member board shall have one vote for each open OSBA board position in their geographic area. Voting will open on November 15 and close on December 15. Newly elected members of the OSBA board will officially take office on January 1, 2025.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss potential nominees for OSBA board service. If a Board member expresses interest in serving, the Superintendent recommends that the Board of Directors take action on the following motion:

I move that the Board of Directors nominate [insert candidate name] for the OSBA Board of Director position number 15 / 20.