

**Welcome to this Regular Meeting of the  
Tigard-Tualatin School District Board of Directors  
Monday, November 4, 2024  
Tigard-Tualatin Training Center, 9550 SW Murdock St., Tigard, OR 97224**

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

- I. REGULAR SESSION ~ Time: 6:30 PM
  - A. CALL TO ORDER - Presenter: Chair Tristan Irvin .....Page 03  
David Jaimes, Vice-Chair, Kristen Miles, Crystal Weston, and Jill Zurschmeide (Members)
- II. APPROVAL OF THE AGENDA & CONSENT AGENDA ~ Time: 6:31 PM
  - A. Consent Agenda Items
    - 1. October 28, 2024 TTSD Board Meeting Minutes .....Page 06
    - 2. Preliminary September Financial Report .....Page 43
    - 3. Proclamation: Honoring TTSD Veterans and All Veterans in the TTSD Community .....Page 72
- III. RECOGNITION & GOOD NEWS ~ Time: 6:32 PM
  - A. Celebration of Tigard-Tualatin School District (TTSD) partnership with the Comunicare program currently established at Tualatin High School, Hazelbrook Middle School, Tuality Middle School, Tigard High School and Creekside Community High School – Presenter: Lisa Burton .....Page 74
- IV. STUDENT REPRESENTATIVE REPORTS ~ Time: 6:45 PM
  - A. TTVA Student Representative – Presenter: Brittany Granados
  - B. Tigard HS Student Representatives – Presenters: Evelyn Agosto Jeronimo, Nathan Tran & Alternate: Moss Weigel
  - C. Tualatin HS Student Representatives – Presenters: Jamie Hartmann, Sky Rowe
- V. SUPERINTENDENT & BOARD COMMUNICATIONS ~ Time: 7:00 PM
- VI. PUBLIC COMMENT ~ Time: 7:15 PM

*This 30-minute section of the agenda is for public comment related to both board agenda and non-agenda items. Any member of the public who has not provided comment within the 30-minute period will have an opportunity at the end of the agenda to do so. Please email Patty Roberts, Board Secretary @ [proberts@tsd.k12.or.us](mailto:proberts@tsd.k12.or.us) to sign up to provide public comment, by 4:00 PM on Board meeting day. Include your name, community, and the reason or topic for your public comment. Public comments are limited to three (3) minutes and should be brief and concise. Speakers may offer objective criticism of district operations or programs, but the Board will not hear complaints concerning specific district personnel. If this public comment agenda item exceeds 30 minutes, time for the remainder of the public comments will be provided at the end of this meeting.*
- VII. REPORTS & DISCUSSION ITEMS ~ Time: 7:45 PM
  - A. Metzger ES Partnership with PSU – Presenter: Laura Kintz ~ Time: 7:45 PM .....Page 75
  - B. Enrollment Update – Presenters: Len Reed ~ Time: 8:00 PM .....Page 76
- VIII. ACTION ITEMS ~ Time: 8:15 PM
  - A. Contract with Speech & Language Pathologist – Presenter: Jessica Seay ~ Time: 8:15 PM .....Page 77
  - B. Grant Application Approval – Endorsing Student Transportation of America (STA) Electric School Bus Application – Presenter: Jarvis Gomes ~ Time: 8:30 PM .....Page 90
- IX. ADJOURN - Presenter: Chair Irvin ~ Time: 8:45 PM

### Public Participation in Board Meetings

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

### ~ Matters Permitted for Executive Session ~

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

#### As per ORS 332.061

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

#### As per ORS 192.660

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





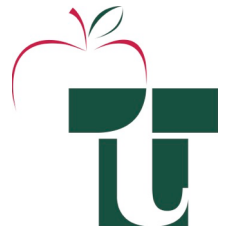
# Art of Community

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

## **Equity Lens**

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

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



2019

## Land Acknowledgement



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

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

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

Shared from Dr. Julie Esparza-Brown, adapted by  
Page 5 of 91 Rina Miyamoto-Sundahl for TTSD, updated August 2021



# October 28, 2024 TTSD School Board Regular Meeting Minutes

Tigard-Tualatin School District, 23J

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

## **Board Members Present:**

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

## **Administrators Present:**

Dr. Iton Udosenata, Superintendent, Virtually  
Dr. Lisa McCall, Assistant Superintendent  
Jessica Seay, CFO  
Len Reed, Director, Human Resources  
Darin Barnard, Director, Operations  
Susan Barnard, Director, IT  
Laura Kintz, Director, Teaching & Learning  
Amber Fields, Director, Teaching & Learning  
Alex Pulaski, Interim Director, Communications  
Carol Kinch, Director, Student Services  
Jarvis Gomes, Operations Administrator  
Eric Nesse, Administrator, Special Projects  
Michael Dellerba, Principal, Tualatin HS  
Rory Moore, Principal, Templeton ES  
Marni Watts, Associate Principal, Fowler MS

## **Others Present:**

Patty Roberts, Executive Assistant  
Lisa Burton, Community Relations Manager  
Thor Kuhn, Teacher & Technology Support  
Brittany Granados, Student Rep., TTVA  
Evelyn Agosto Jeronimo, Student Rep., Tigard HS  
Nathan Tran, Student Rep., Tigard HS  
Moss Weigel, Student Rep. Alternate, Tigard HS  
Sky Rowe, Student Rep., Tualatin HS  
Jamie Hartmann, Student Rep., Tualatin HS  
Robin Bridgeman, Parent, Tualatin HS  
Marcia Chapman, Financial Oversight Committee  
Connie Ramaekers, Advisor, Tigard Turns the Tide  
Sunshine Navarro Shively, Advisor, Tigard Turns the Tide  
Paul Schlichting, Student, Tualatin HS  
Evianne Convoy, Student, Tigard HS  
Maiyah Kashi, Student, Tigard HS  
Reese Scott, Student, Tigard HS  
Joshua Block, Student, Tigard HS  
Justin Sampson, Student, Tualatin HS  
Cosimah Slider, Student, Tualatin HS  
Nathan Jones, Student, Tualatin HS  
Bergen Lien, Student, Tualatin HS  
Max Aispuro, Student, Tualatin HS  
Don Berg, Deeper Learning Advocates

## **I. REGULAR SESSION ~ 6:31 PM**

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

Chair Tristan Irvin convened this Board meeting of the Tigard-Tualatin School District (TTSD) Board of Directors to order on Monday, October 28, 2024 at 6:31 PM at the Tigard-Tualatin Training Center, at 9550 SW Murdock St., Tigard, OR 97224. Chair Irvin shared that Superintendent, Dr. Udosenata, is joining this Board meeting virtually, through a Zoom Meeting link. This Board meeting was streamed live on the [TTSD YouTube Channel \(10/28/2024 Regular Meeting of the TTSD School Board\)](#).

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

Chair Irvin asked Superintendent Udosenata if there are any changes to the agenda. Superintendent Udosenata stated that there are no changes to the agenda. Chair Irvin asked for a MOTION to approve the Agenda and Consent Agenda consisting of the October 14, 2024 TTSD Board Executive Session & Meeting Minutes, Human Resources/Personnel Report, 2<sup>nd</sup> Reading of Board Policies, and Proclamation in support of Red Ribbon Week, October 23-31, as presented. Vice Chair Jaimes made a MOTION to approve the Agenda and Consent Agenda, as presented. Director Zurschmeide seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

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

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

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### ***III. RECOGNITION & GOOD NEWS – Time: 6:32 PM (01:15 Timestamp)***

A. Red Ribbon Week, October 23-31 – Presenter: Lisa Burton ~ Time: 6:32 PM (23:13 Timestamp)

Lisa Burton, Community Relations Manager shared that October 23-31 is National Red Ribbon Week and is a great way to remind students, staff and parents of the dangers of drug and alcohol use. This year the theme is “Life is a Movie, Film Drug Fee.” The Tigard HS STUDD (which stands for: Stop Tigard Underage Drinking & Drug Use) students were introduced including: Evianne Conroy, President; Josh Block, Reese Scott, Nathan Tran and Maiyah Kashi, along with Connie Ramaekers, and Sunshine Navarro Shively, Advisors. Using a PowerPoint presentation, a copy is attached to these minutes, they shared information regarding their STUDD goals, and activities that will remind students to make good and healthy choices. The Tualatin HS LEAP (which stands for Leadership Education Advocacy Prevention) students, including: Paul Schlichting, Justin Sampson, Cosimah Slider, Nathan Jones, Bergen Lien & Max Aispuro and they also shared information regarding their LEAP goals and activities.

STUDD at Tigard High School and LEAP Youth Alliance at Tualatin High School are the student groups committed to preventing the use and abuse of alcohol and drugs in their school communities. The students shared gifts with each Board Member and Superintendent Udosenata.

Board Members asked and shared:

- STUDD
  - Thank you for coming and presenting to the Board.
  - Thank you for your mission and I like that you reach out to the lower grades!
  - Thank you for all that you do. Thank you for reaching out to the littles.
  - Collaboration is so cool between your groups, STUDD and LEAP!
- LEAP
  - Thank you for coming tonight and sharing your information
  - Thank you.
  - Thank you and I appreciate that you shared historical information

### ***IV. STUDENT REPRESENTATIVES – Time: 6:58 PM (25:00 Timestamp)***

Moss Weigel, Student Representative Alternate, Tigard HS, was absent.

Brittany Granados, Student Representative, Tigard Tualatin Virtual Academy (TTVA), shared:

- Introduced their herself, including:
  - She is a Junior and is excited to serve as the TTVA Student representative;
  - TTVA will have a student work session on November 1<sup>st</sup>;
  - The virtual family listening session, will be held on November 9<sup>th</sup>, for parents, students and staff to share ideas, thoughts, and any concerns or suggestions.
  - The end of quarter one is on November 7<sup>th</sup>.

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

- Culture Week is an interactive fair where students get a passport and learn about other cultures, and activities.
- Sports:
  - Fall sports are coming to an end;
  - Boys soccer beat Tigard HS for a playoff spot;
  - Girls Soccer are also in a good position to make a playoff run;
  - Cross Country Three Rivers League Championship is this Wednesday;
  - Cheer has a competition on Saturday.

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Sky Rowe, Student Representative, Tualatin HS, shared:

- Family Partnership Day, last week. The day went smooth for parents and teachers.
- College applications are due Nov. 1<sup>st</sup>, this coming Friday
- The Chamber Orchestra concert today.

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

- Homecoming was last Saturday. Had a lot of positive remarks. With Assembly, Parade and Dance;
- Homecoming football game later on Friday
- LinkCrew will be hosting their second event of the year, Fall Fest, for Freshman.

Nathan Tran, Student Representative, Tigard HS, shared:

- Monday, a Rocktober Guitar Concert
- Read more activities
- Night of the Living Dead play is coming up soon
- Upcoming sports update:
  - Water Polo match vs Lake Oswego
  - Girls Soccer game vs Oregon City
  - Cross Country TRL Championship meet

**V. SUPERINTENDENT & BOARD COMMUNICATIONS ~ Time: 7:05 PM (34:15 Timestamp)**

Dr. Iton Udosenata, Superintendent, shared:

- Apologize for not being there in person, due to being under the weather.
- October is National Principals Month, and a shout out to all of our principals, for their very hard work.
- October 8<sup>th</sup> marked his 100<sup>th</sup> day on the job. He shared a [PowerPoint presentation, a link is found here](#). He shared that he:
  - Has met with all Board members/all administrators/all principals/many community partners/elected officials/had many classroom visits/LEAP visits/STUDD visits/1:1 meetings
  - He discussed building connections & relationships
  - Has met with students and staff
  - Visited schools
  - He shared a map of where he has gone during his first 100 days, the map is found in his presentation;
  - Community conversations
  - Reaching community groups, including organization, such as: Tualatin Together, Tigard Chamber of Commerce, and the Foundation for Tigard Tualatin Schools;
  - Amplifying our reach through the media
  - 100 down, 265 days to go.
  - This is a great job, in a great district, there are challenges and a lot of rewards.
  - Working to schedule a mid-year Board retreat, & Cabinet retreat;
  - And also starting to engage the Long-Range Facility Planning Committee;
  - Looking to strengthen our relationships with our Associations;
  - Plan to focus on student engagement;
  - He wants to engage our diverse communities, like IRCO, REAP & Juntos;
  - The next 90 days focus will be on Budget and mid-year retreat.

Board Members shared:

- This is a great update and I enjoyed seeing people out and about at homecoming; thank you to parents, students, teachers and community members for supporting TTSD schools and for attending the Community Conversations events. People don't always agree but they will show up because they care. Thank you for supporting our schools.



- I was pleased to attend the Community Conversations, people like what we are doing. During National School Lunch Week I had lunch at Byrom ES. I want to give a shout out to Emily Arnold, Byrom ES music teacher, who invited me into her classroom to hear her students playing marimba. At the Portland Airport's new atrium they have added learning stairs, like the ones we have at Tigard HS.
- Thank you, Brittany, for sharing information for TTVA. Thank you, Dr. Udosenata, for your update, you have accomplished a lot during your first 100 days. I appreciate that you are focused on getting to know students and teachers.
- I attended Durham ES when the "School Meals for All group, including State Representatives Courtney Neron and Ben Bowman were there to observe lunch. It was shared that approximately 94% of public schools now offer free meals to their students. Went to Twality MS and Tigard HS and got to see options available for lunch. I joined delegation of TTSD folks for GFOA Conference regarding AROI, in Chicago, and I learned a lot. The Tigard HS Homecoming parade was amazing. The last Community Conversations is next Wednesday, October 30<sup>th</sup>. The TTSD Levy is on the ballot and please vote. Regarding the 100 days report, thank you for working hard and authentically, and for your commitment to TTSD.

#### **VI. PUBLIC COMMENTS ~ Time: 7:28 PM (57:08 Timestamp)**

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

#### **VII. REPORTS & DISCUSSION ~ Time: 7:29 PM**

##### **A. Cell Phone Policy – Presenter: Dr. Lisa McCall ~ Time: 7:29 PM (57:18 Timestamp)**

Dr. Lisa McCall, Assistant Superintendent, Eric Nesse, Special Projects Facilitator, Rory Moore, Principal, Templeton ES, Marni Watts Tupou, Associate Principal, Fowler MS, and Michael Dellerba, Principal, Tualatin High School provided information using a PowerPoint presentation, found in the agenda. They shared information regarding:

- Work Group Participants; including teachers, administrators and specialists from all levels;
- Goals / Objectives of the Workgroup;
- Current Landscape of Cell Phones;
- In Summation;
- Feedback from Community Conversations: A Continuum of Perspectives;
- TTSD Personal Electronics Policy;
- Where does TTSD fit with neighbor districts?
- Aligning practices around our new policy;
- Initial recommendations (with survey results pending)

Board members shared the following comments and questions:

- Thank you for this presentation and I love that TTSD is also looking to educate students to become a better and productive member of society. We are also teaching students about digital citizenship.
- We have received questions from our public about our cell phone policy. There is a separate District Board policy about electronic devices and a special note that this policy is part of the Student Rights & Responsibility Handbook. I think this is really good work.
- Thank you for all of this work. I want to be sure that students with IEPs or 504 plans that have something written into their plans that requires them to have music or something else, that they would typically access

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on their phone, that would continue to be served/noticed if they don't have another device. I interested to see the survey results. Thank you for backing with research.

- Thank you for addressing the issue, thoughtfully and thoroughly. I want to make sure to mention, that they heard that students had fun, in class, when they did not have their cell phones. The way students interact & learn is changing. There is a related issue and if we are able to reduce the use of cell phones that students bring from home, then we are handing students, especially our youngest students, an iPad and requiring that they be on it all day, it is just another screen. Kids are smart and can access video games and by-pass security control measures.
- Want to acknowledge the wide range of feelings around this topic. This topic has come up during our Community Conversations. We have really researched this topic and also our recommendations. Students are engaging with this new policy and they are learning to regulate themselves regarding their use of cell phones.
- I want to hear from our Student Representatives and as an educator, I do not think that having students on iPads is what we are doing, we are incorporating that technology so that we are teaching them and also using technology so that it can enhance the learning experience. iPads are not used as babysitters. Also, there are students that are experiencing disabilities or that are on IEPs that technology is a lifeline to them having access to our content. A cell phone is different technology then we have in our classrooms.
- There is a lot of good things with this cell phone policy, my only concern is students should be trying to focus in on self-control.
- I agree, especially for upperclassmen, when they have college to focus on, classes are less moderated and they are larger. And students need to practice not having their phones at school. Students need to learn to make decisions for themselves.
- I also agree, this policy has helped a lot with engagement at our schools. I see students are more engaged. Teachers are feeling more appreciated. Students are thinking about the consequences and having more self judgement about not being on their phone.
- I personally believe there is a lot of benefit for this policy. However, I feel like I am being punished, because I do not use my phone in class and I feel hindered by this policy. I feel a lot more restricted and that I am being punished for things that other students are doing. This policy is hindering my ability to be productive. I use my class time to get my work done. I use messages, and Instagram for all of the clubs that I run and officer groups. I have to ask my teachers for permission to use my phone, because I am scared that I'll get punished for using my phone in class, when my classwork is already done. This policy does not help students who are already following the rules.
- I agree that it does harm students that are following the rules completely, but it is important to have a set punishment for those that choose not to follow the rules.

*B. Community Engagement Update – Presenter: Alex Pulaski ~ Time: 8:02 PM  
(1:31:40 Timestamp)*

Alex Pulaski, Interim Director of Communications, shared information using a PowerPoint presentation, a copy is attached to these minutes, regarding the four “Community Conversations” events at various district sites. The Goals include gathering community input and providing a forum for Dr. Udosenata to introduce himself to our constituents and discuss TTSD’s unique aspects, the upcoming local option levy, the May 2025 bond election, our strategic plans, and budget challenges. He discussed:

Community Conversations prioritized six (6) focus areas that include:

- Safety
- Class size
- Specialized learning Opportunities
- Sense of belonging
- Extracurricular activities
- Athletics

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Director Pulaski noted that attendees have also engaged with our staff facilitators in small round-table discussions and they shared responses to the following questions:

What is TTSD doing well to serve our students and communities?

What can we do better?

What are your dreams for the district?

What else should we be looking at?

He referred to the information, found in the agenda, that includes:

Perceived strengths: Programs and Student Engagement, Safety and Discipline, Communication and Transparency, Inclusivity and Equity Initiatives, and Dedicated staff and supportive environment.

Perceived Area for Improvement: Expanded Academic Support and Advanced Programming; Class size and Individual Attention; Safety and Behavioral Concerns; Equitable Resource Allocation; and Improved Communication.

Community Aspirations: Enhanced Life Skills and Real-World Preparation; Increased Mental health and Social-Emotional Support; Inclusive Family Engagement; and Equity and Diversity Initiatives.

Board members shared the following comments and questions:

- Community aspirations are District aspirations which are things we hear about in our board meetings from our administrators and staff about programs, that they are working hard to do, including: increased mental health, inclusive family engagement and equity and diversity initiatives. It is gratifying to see that what the community wants us to work toward is what we are working toward.
- I have attended two of the three meetings, so far, and having good dialogue with parents and principals. People are feeling connected and heard, because of these conversations, and a lot of these tie into our strategic plan.
- When we are sitting in a small group and there is someone from the district and they are giving more information, our constituents are asking more questions, which leads to rich conversations.
- Also, there are people came to the table with ideas, but people are sharing that all needs are not yet being met. There is room for improvement and to make it better for students.
- Thank you for bringing everyone together.

#### ***VIII. ACTION ITEMS ~ Time: 8:18 PM (1:47:39 Timestamp)***

A. Division 22 Assurances – Presenter: Dr. Lisa McCall ~ Time: 8:18 PM

Dr. Lisa McCall, Assistant Superintendent, provided an overview of the Division 22 Standards Assurances using a PowerPoint presentation, a link is found in the agenda. She discussed:

- What are the Division 22 Standards;
- Division 22 Rule Categories;
- Snapshot: Division 22 Rules;
- What are the Division 22 Standards Assurances?
- Division 22 Standards & Assurances of Compliance “Our Why”;
- What happens if the district is out of compliance?
- Report for the 2023-2024 School Year;
- Division 22 Waivers for 2023-24;
- Rule Revision in Effect for the 2023-24 SY;
- District Report on Compliance with Division 22 Standards;
- Looking Ahead: Compliance for the 2024-25 SY;
- 581-022-2360 Postponement of Purchase of State-Adopted Instructional Materials;
- Instructional Materials Corrective Action Implemented
- New/Revised Rules & Requirements;
  - District Curriculum;

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- Diploma Requirements;
  - Modified Diploma, Extended Diploma, and Certificate of Attendance
  - Substance Use Prevention and Intervention Plan
  - Questions?

Board members shared the following comments and questions:

- Regarding the lack of compliance for local skills testing: It disturbs me that we would ever have been out of compliance with that and I think the other skills testing was Statewide testing that was waived due to the pandemic. And regarding the Science curriculum our assessments are not showing very high science achievement and do we feel that our science curriculum is adequate, it does concern me. I have personally seen some well-done science classes in curriculum at our high school level.
- Is there any way that we could find out how much time students spend taking a test and correlate that with their score?

Vice Chair Jaimes corrected the current MOTION, found in the agenda, that the Tigard-Tualatin School District Board of Directors approve the Division 22 Assurances, as presented. Director Weston seconded the MOTION. Chair Irvin asked for discussion. There was no discussion. The MOTION carried unanimously, 5-0. The MOTION passed.

**VIII. ADJOURN ~8:39 PM (2:08:30 Timestamp)**

Board Chair Irvin adjourned the Board meeting of the Tigard-Tualatin School District Board of Directors at 8:39 PM.

APPROVED BOARD MEETING

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

DATE: 11/04/2024

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CHAIRMAN:

---

CLERK:

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**\*Tigard High School\***

**\*STUDD Club\***  
**2024-2025**

# TIGARD

## TURNS THE TIDE



a community coalition  
est. 1987



# Tigard High Admin Supports Red Ribbon-2024





# National RED RIBBON Theme 2024

Life is a Movie.  
Film it Drug Free

October 23-31, 2024



# RED RIBBON Week – 2023 (Last Year's photo)





# STUDD Club Meetings



# Club Rush - September 2024





# Tigard El Tigre Fest – October 5, 2024

## Celebrating Hispanic Heritage Month





# Tigard Homecoming Parade

October 25, 2024





# Tigard Drug Take Back Event

October 26, 2024

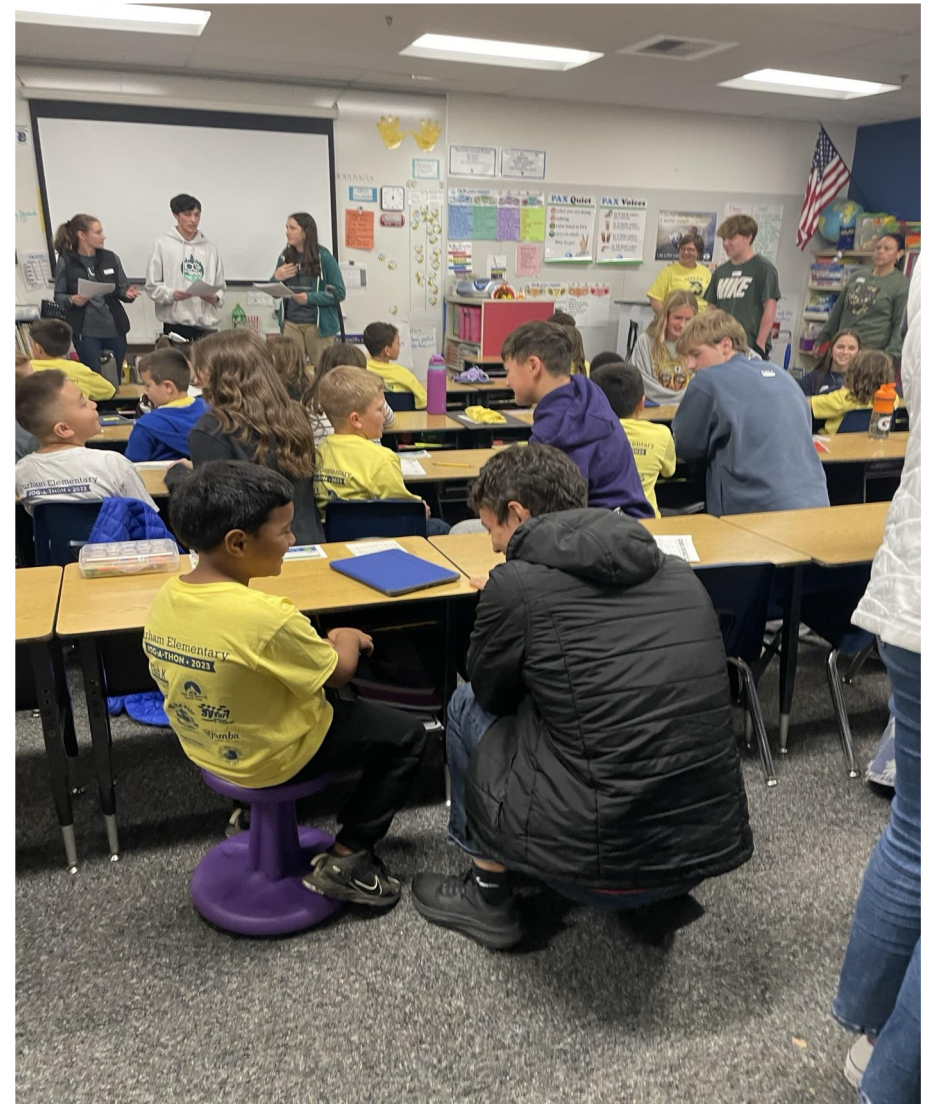


## Durham 2<sup>nd</sup> grade Classroom Visits-2024 (happening tomorrow)





# Durham Visit 2023





# Tigard STUDD and Tualatin LEAP Basketball Game 2024





# Community-wide Educational Event

## April 2024





# Tigard and Tualatin Join Forces

## Raising Voices Saving Lives Community Event April 2023





# Partnership Club Meeting      October 2024

## Tigard High Leadership, Service Club, No Place For Hate, Leadership, National Honor Society & Work to Be Well Club



## **STUDD Events for 2025**

- **National Random Acts of Kindness Week - February 2025**
- **National Wellness Week – March 2025**
- **National Wellness Week – March 2025**
- **Community–wide Educational Event - April 2025**
- **National Mental Health Awareness Week May 2024**
- **STUDD Year-end Celebration June 2025**



# Tigard High Mental Health Hope Rallies





# Hope Rally - 2024





# National Random Acts of Kindness Week Activities February 2024





# National Wellness Week – March 2024





# National Mental Health Awareness Week May 2024





# STUDD Year-end Celebration - June 2024



## **STUDD's Motto**

### **'Be the Light'**

**'Shine your light and make a positive impact on the world! There is nothing more honorable as helping to improve the lives of others!'**

**Roy T. Bennett**

# **Thank You!**



# LEAP Youth Alliance

Leadership Education Advocacy Prevention

*Tualatin students focused on mental health and youth substance use prevention*

---

# Tualatin Together

Tualatin Community  
Coalition



**Youth Alliance**



**Tualatin  
Together**

<https://tualatintgether.org/standup-tualatins-youth-coalition/>

# Community Engagement Update

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**Alex Pulaski**

Interim director of communications and community relations





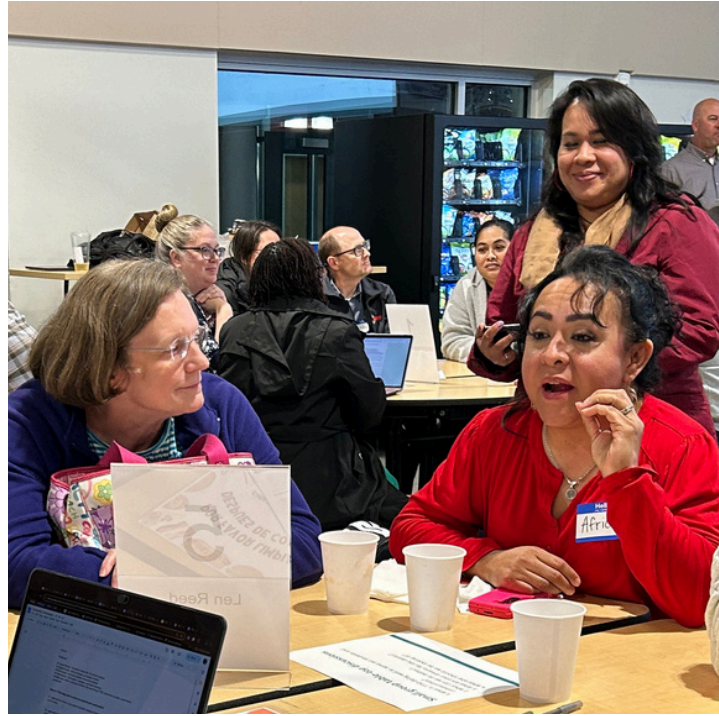
















Tigard-Tualatin School District 23J  
6960 SW Sandburg Street  
Tigard, OR 97223

November 4, 2024

TO: Board of Directors  
FR: Jessica Seay  
RE: Preliminary September Financial Report

### **EXPLANATION**

This month's financial report includes the preliminary September 2024 statements. Final audit fieldwork occurred prior the date of this report so balances for the year ending June 30, 2024 should not change substantially. October financials should contain the final audited balance. Included is the quarterly investment Board Report prepared by Government Portfolio Advisors for all funds for the quarter ending September 30, 2024.

### **JUNE 2024 ENDING FUND BALANCE**

The current projected ending fund balance at June 30, 2024 of \$17.9 million is less than the \$19.0 million estimated at the time of the proposed budget for 2024-25. There is no material change from the prior month's update.

### **SEPTEMBER 2024 GENERAL FUND**

#### **Revenue:**

Revenue through August primarily consists of the State School Fund Grant including a double payment in July. Year to date property tax collections are better than the same time in the prior year where as investment earnings are less than the same time period in the 2023-24 school year. Miscellaneous income remains tied primarily to USAC E-Rate revenue. Property taxes received in July and August are recorded in the prior year. Projected revenue includes estimates for revenue to be received for the remainder of the year.

The district recently received the Washington County property tax roll information. Washington County taxes are over 97% of the total general fund taxes levied. In Washington County, assessed valuation increased 3.7% (from \$66,329,130 to \$68,794,286). For comparison, the assessed value increases in the past 5 years were:

2023-24	3.8%
2022-23	3.6%
2021-22	3.2%
2020-21	4.1%
2019-20	4.7%

The Local Option tax levy of \$12,122,453 in Washington County is a 1.2% increase over the prior year. This year compression increased by 25% compared to last year's amount (.18%). Tax collections on this



levy should approximate the budget of \$12,300,000 after subtracting discounts and uncollected taxes and adding collections of prior years' taxes. For comparison, the local option tax information for the past 5 years is presented below:

	Taxes Imposed	Local Option Tax Increase	Compression Change
2023-24	\$ 11,978,703	4.8%	.18%
2022-23	\$ 11,427,076	8.2%	-18.6%
2021-22	\$ 10,560,889	4.6%	-3.6%
2020-21	\$ 10,092,534	6.3%	-5.1%
2019-20	\$ 9,495,642	2.16%	10.82%

#### **Expenditures:**

Expenditures through September include annual projected payroll costs for all employees, but the estimate for health insurance 50% surplus costs will be refined after October payroll when actual insurance surplus costs are known. Actual expenses do not reflect the minimum 1% cost of living adjustment negotiated with Oregon School Employees Association staff plus any additional amounts finalized pending negotiations with Tigard Tualatin School District.

#### **Projected Ending Fund Balance:**

At this time the projected ending fund balance for June 30, 2025 is projected to total \$12.5 million compared to the budgeted amount of \$13.8 million. The difference is attributable to the missed beginning fund balance referred to above and in the financial report covering year to date results through July 2024 (shared with the Board at its September 2024 meeting). Updates to the projected ending fund balance will be made as variances are noted in actual activity for both revenues and expenditures when compared to their respective projections particularly after actual insurance costs are known in October. It appears more likely than not that a mid-year budget adjustment will be needed.

The District will continue to monitor the projected ending fund balance and use of reserves in order to assess the District's ability to sustain current program. The District's 2024-25 Adopted Budget reflects the planned use of reserves totaling \$5.1 million. However, due to the missed beginning fund balance, only \$4.0 million will be available to apply if all other budget assumptions remain the same. Other factors that the District is considering in combination with current year operating results include:

- Future economic forecasts which will project state revenue in the current biennium and beyond.
- Average Daily Membership weighted (ADMw) is a primary element of the State School Fund revenue formula. As of this report date, October 1<sup>st</sup> enrollment totaled 11,118, a decline from October 2023's enrollment of 11,267.
- Additional staffing needs in response to student needs.
- Use of the Student Investment Account (SIA).
- The financial impact of an approved contract with Tigard-Tualatin Education Association.

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

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

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

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

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

PRPARER: Jessica Seay

SUPPLEMENTARY  
MATERIALS: September 2024 Financial Statements  
GPA Quarterly Investment Report – Period Ending September 30, 2024

RECOMMENDATION: NONE

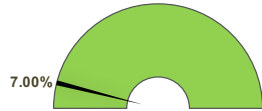
PROPOSED MOTION: NONE



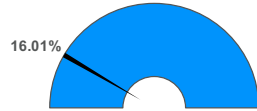
## Tigard Tualatin School District 23J General Fund | Revenue Dashboard Summary

For the Period Ending September 30, 2024

**Projected Year End Balance  
as % of Budgeted Revenues**



**Actual YTD Revenues**



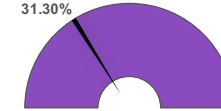
*Projected YTD Revenues  
16.55%*

**Actual YTD Local Source**



*Projected YTD Local Sources  
0.77%*

**Actual YTD State Sources**



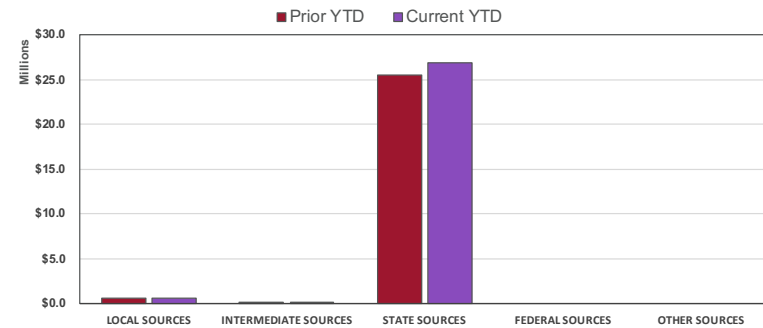
*Projected YTD State Sources  
32.31%*

### Revenue Analysis

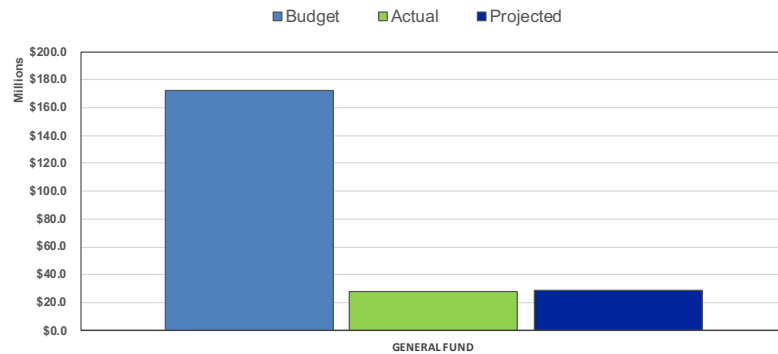
#### Top 10 Sources of Revenue (Year-to-Date)

Unrestricted Grants-in-Aid	\$26,917,268
Interest on Investments	\$339,781
Ad Valorem Taxes Levied by District	\$130,501
Miscellaneous	\$127,705
Fees Charged to Grants	\$26,813
Local Option Ad Valorem Taxes Levied by District	\$21,906
Other Intermediate Sources	\$13,287
Admissions	\$2,321
Penalties and Interest on Taxes	\$2,023
Percent of Total Revenues Year-to-Date	100.00%

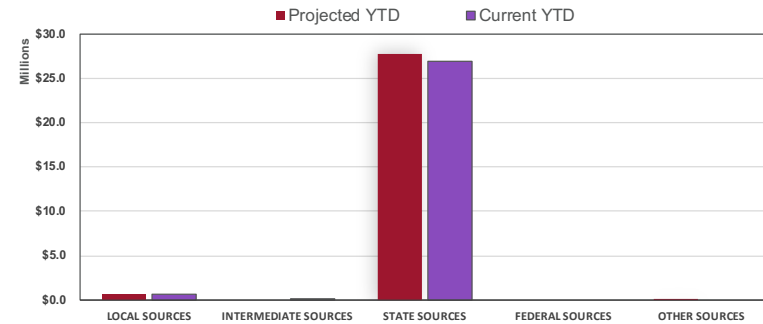
#### Revenues by Source | Prior YTD vs. Current YTD



#### Revenues by Fund | Budget / Actual YTD / Projected YTD



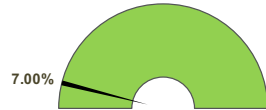
#### Revenues by Source | Projected YTD vs. Current YTD



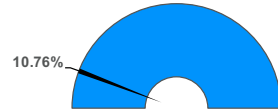
# Tigard Tualatin School District 23J General Fund | Expenditure Dashboard Summary

For the Period Ending September 30, 2024

Projected Year End Balance  
as % of Budgeted Expenditures

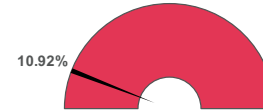


Actual YTD Expenditures



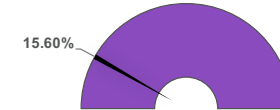
Projected YTD Expenditures  
11.62%

Actual YTD Salaries/Benefits



Projected YTD Salaries/Benefits  
11.59%

Actual YTD All Other Objects



Projected YTD All Other Objects  
18.11%

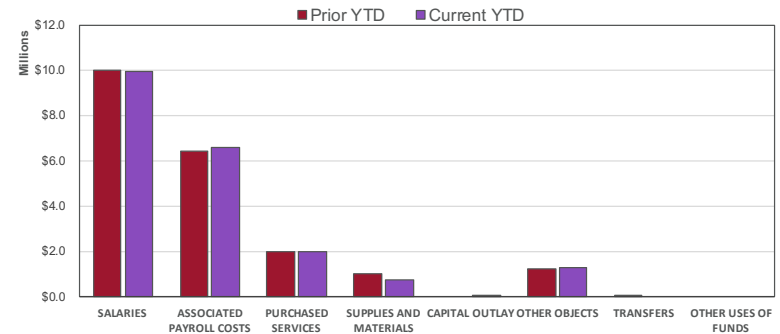
## Expenditure Analysis

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

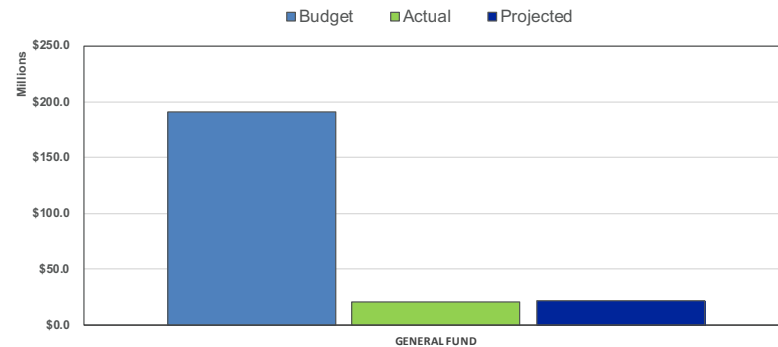
LICENSED SALARIES	\$4,592,400
CLASSIFIED/CONF SALARIES	\$2,823,805
ADMINISTRATOR SALARIES	\$1,540,223
OPSRP EMPLOYER CONTRIB	\$1,483,643
HEALTH INS - CLASSIFIED	\$1,136,432
HEALTH INS - LICENSED	\$924,181
F I C A	\$760,669
PROPERTY INSURANCE PREM	\$653,917
PERS EMPLOYER CONTRB	\$597,164
PERS EMPLOYEE CONTR-P/U	\$571,099

Percent of Total Expenditures Year-to-Date 73.34%

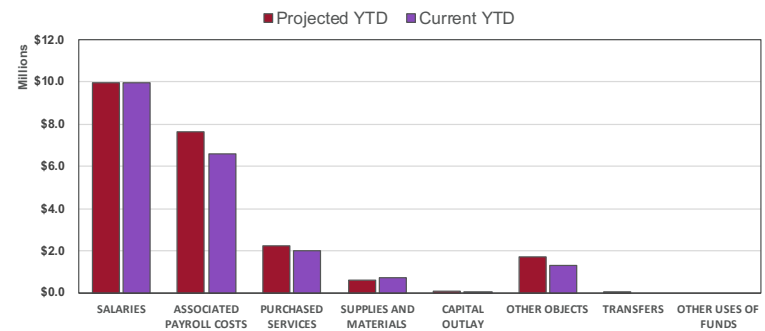
Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Actual YTD / Projected YTD



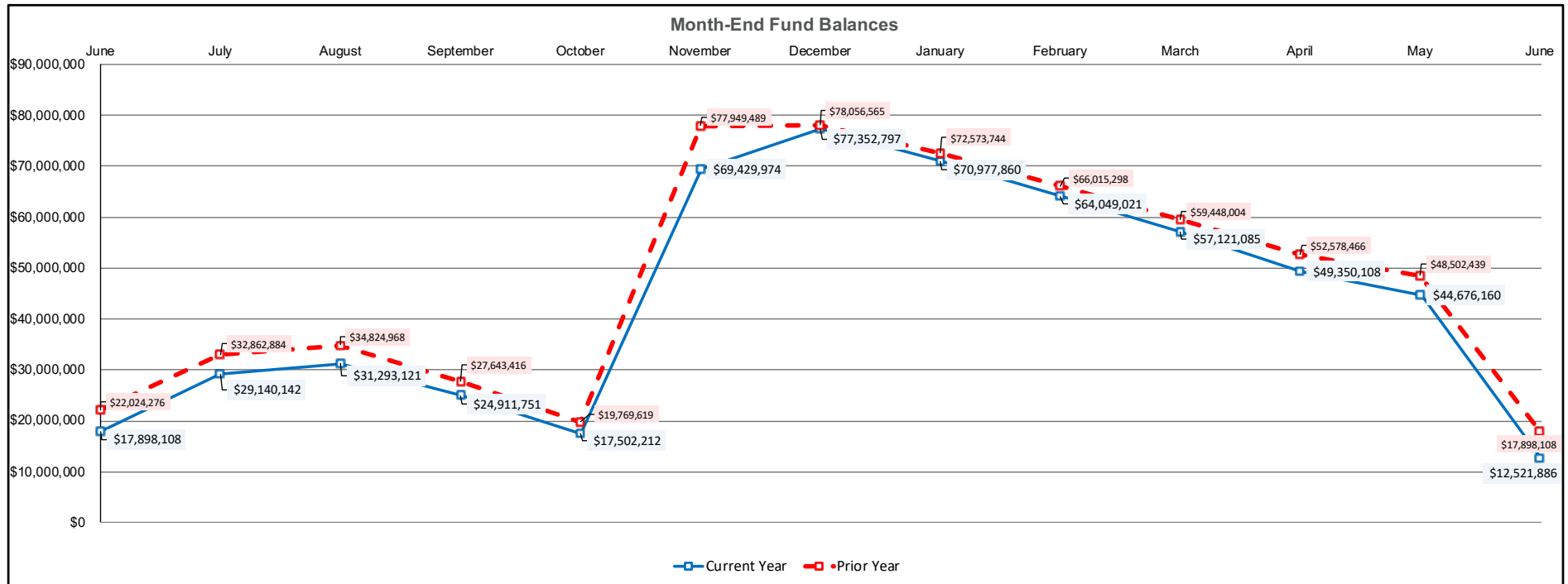
Expenditures by Object | Projected YTD vs. Current YTD





## Tigard Tualatin School District 23J General Fund

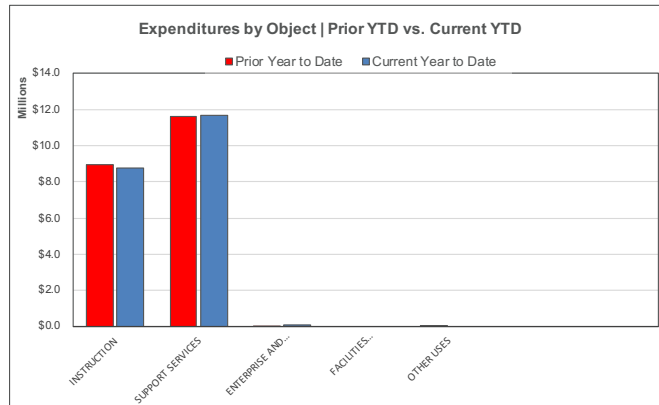
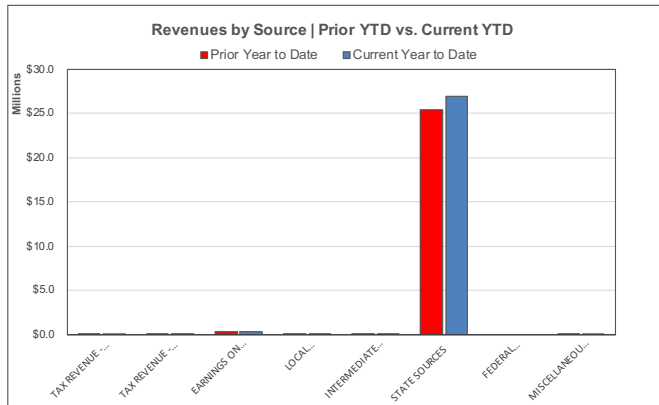
Fund Balance Report | For the Period Ending September 30, 2024



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

For the Period Ending September 30, 2024

	Prior YTD	Prior Year Total	% of PY Actual to Total	Current YTD	Annual Budget	YTD % of Budget
July Beginning Fund Balance	\$22,024,276	\$22,024,276	100.00%	\$17,898,108	\$19,000,000	94.20%
<b>REVENUES</b>						
Tax Revenue - Local Property Taxes	\$75,958	\$66,283,468	0.11%	\$130,501	\$68,300,000	0.19%
Tax Revenue - Local Option Taxes	12,482	11,971,572	0.10%	21,906	12,300,000	0.18%
Earnings on Investments	378,419	1,255,713	30.14%	339,781	1,000,000	33.98%
Local Sources - Other	14,996	675,900	2.22%	26,813	820,000	3.27%
Intermediate Sources	13,042	1,278,287	1.02%	13,287	2,770,000	0.48%
State Sources	25,459,050	82,710,251	30.78%	26,917,268	85,988,383	31.30%
Federal Sources	0	839	0.00%	0	0	0.00%
Miscellaneous Sources	41,362	352,178	11.74%	127,705	500,000	25.54%
All Other Sources	2,463	275,677	0.89%	4,344	555,000	0.78%
<b>TOTAL REVENUE</b>	<b>\$25,997,773</b>	<b>\$164,803,884</b>	<b>15.77%</b>	<b>\$27,581,604</b>	<b>\$172,233,383</b>	<b>16.01%</b>
<b>EXPENDITURES</b>						
<b>Instruction</b>						
Salaries & Benefits	\$7,967,034	\$96,767,853	8.23%	\$7,845,276	\$101,622,128	7.72%
Purchased Services	764,642	6,590,187	11.60%	758,789	5,336,679	14.22%
Supplies and Materials	176,852	1,226,984	14.41%	115,104	950,712	12.11%
Capital Outlay	0	0	0.00%	0	2,300	0.00%
Other Objects	56,532	265,565	21.29%	67,253	142,826	47.09%
<b>Total Instruction</b>	<b>\$8,965,060</b>	<b>\$104,850,588</b>	<b>8.55%</b>	<b>\$8,786,422</b>	<b>\$108,054,645</b>	<b>8.13%</b>
<b>Support Services</b>						
Salaries & Benefits	\$8,380,496	\$45,876,676	18.27%	\$8,622,963	\$49,636,028	17.37%
Purchased Services	1,234,181	13,867,837	8.90%	1,227,461	14,522,436	8.45%
Supplies and Materials	819,869	2,607,811	31.44%	606,185	2,584,023	23.46%
Capital Outlay	0	10,210	0.00%	7,699	153,650	5.01%
Other Objects	1,170,950	1,502,870	77.91%	1,226,622	1,833,745	66.89%
<b>Total Support Services</b>	<b>\$11,605,497</b>	<b>\$63,865,403</b>	<b>18.17%</b>	<b>\$11,690,929</b>	<b>\$68,729,882</b>	<b>17.01%</b>
<b>Enterprise and Community Services</b>						
Salaries & Benefits	\$62,784	\$429,406	14.62%	\$88,771	\$371,070	23.92%
Purchased Services	186	9,945	1.87%	386	9,508	4.06%
Supplies and Materials	214	29,329	0.73%	1,453	26,945	5.39%
Other Objects	0	468	0.00%	0	0	0.00%
<b>Total Enterprise Community Services</b>	<b>\$63,184</b>	<b>\$469,148</b>	<b>13.47%</b>	<b>\$90,610</b>	<b>\$407,523</b>	<b>22.23%</b>
<b>Facilities Acquisition and Construction</b>						
<b>Total Facilities Acq. And Construction</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>	
<b>Other Uses</b>						
Transfers	\$4,000	\$4,000	100.00%	0	\$154,000	0.00%
<b>Total Other Uses</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>100.00%</b>	<b>\$0</b>	<b>\$154,000</b>	<b>0.00%</b>
<b>Total Contingencies</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$3,444,668</b>	<b>0.00%</b>
<b>Total Unappropriated Ending Fund Balance</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$10,442,665</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$20,687,741</b>	<b>\$169,239,140</b>	<b>12.22%</b>	<b>\$20,567,961</b>	<b>\$191,233,383</b>	<b>10.76%</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$5,310,032</b>	<b>(\$4,435,256)</b>		<b>\$7,013,643</b>		
<b>Current Month Ending Fund Balance</b>	<b>\$27,643,416</b>			<b>\$24,911,751</b>		



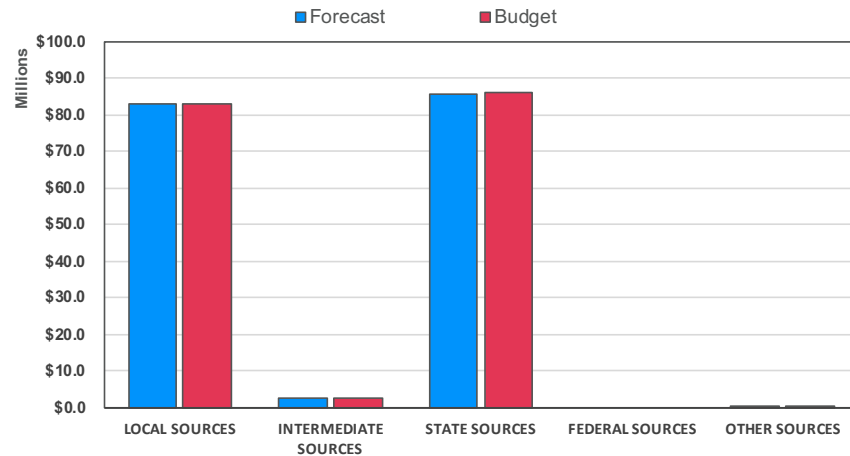


# Tigard Tualatin School District 23J General Fund | Financial Projection

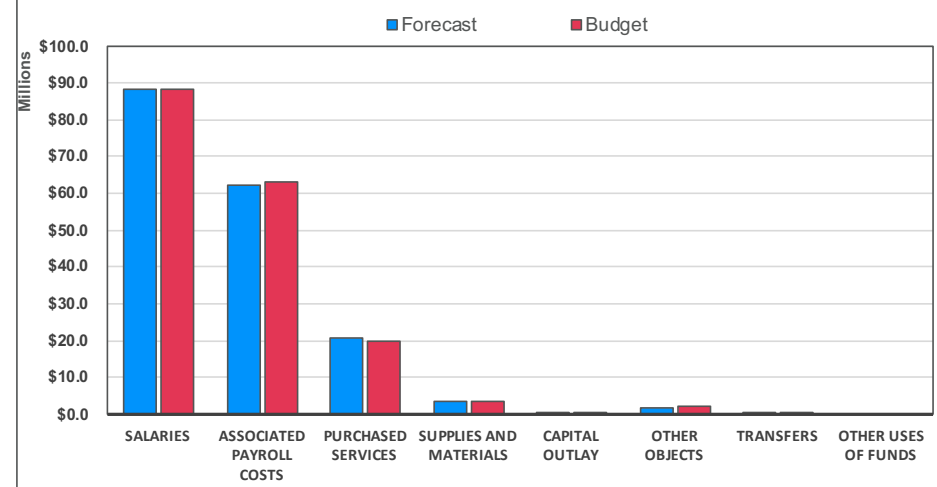
For the Period Ending September 30, 2024

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
<b>Beginning Fund Balance</b>	\$22,024,276	\$17,898,108		\$17,898,108	\$19,000,000	(\$1,101,892)
<b>REVENUES</b>						
Local Sources	\$525,681	\$651,049	\$82,565,541	\$83,216,590	\$83,125,000	\$91,590
Intermediate Sources	13,042	13,287	2,770,000	2,783,287	2,770,000	13,287
State Sources	25,459,050	26,917,268	58,688,059	85,605,327	85,988,383	(383,056)
Federal Sources	0	0	0	0	0	0
Other Sources	0	0	262,500	262,500	350,000	(87,500)
<b>TOTAL REVENUE</b>	<b>\$25,997,773</b>	<b>\$27,581,604</b>	<b>\$144,286,099</b>	<b>\$171,867,703</b>	<b>\$172,233,383</b>	<b>(\$365,680)</b>
<b>EXPENDITURES</b>						
Salaries	\$9,991,228	\$9,979,123	\$78,516,762	\$88,495,885	\$88,464,911	(\$30,974)
Associated Payroll Costs	6,419,087	6,577,887	55,811,457	62,389,344	63,164,315	774,971
Purchased Services	1,999,010	1,986,635	18,594,906	20,581,541	19,868,623	(712,918)
Supplies and Materials	996,934	722,742	2,945,092	3,667,834	3,561,680	(106,154)
Capital Outlay	0	7,699	85,723	93,422	155,950	62,528
Other Objects	1,227,482	1,293,874	584,628	1,878,502	1,976,571	98,068
Transfers	54,000	0	137,397	137,397	154,000	16,603
Other Uses of Funds	0	0	0	0	0	0
Contingencies	0	0	0	0	3,444,668	3,444,668
Unappropriated Ending Fund Balance	0	0	0	0	10,442,665	10,442,665
<b>TOTAL EXPENDITURES</b>	<b>\$20,687,741</b>	<b>\$20,567,961</b>	<b>\$156,675,965</b>	<b>\$177,243,925</b>	<b>\$191,233,383</b>	<b>\$13,989,457</b>
<b>SURPLUS / (DEFICIT)</b>	<b>\$5,310,032</b>	<b>\$7,013,643</b>	<b>(\$12,389,865)</b>	<b>(\$5,376,222)</b>	<b>(\$19,000,000)</b>	<b>\$12,521,886</b>
<b>Ending Fund Balance</b>	<b>\$27,643,416</b>	<b>\$24,911,751</b>		<b>\$12,521,886</b>	<b>\$0</b>	

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget



# Quarterly Investment Report Tigard-Tualatin School District

September 30, 2024

Total Aggregate Portfolio



Compliance Report	4
Strategic Quarterly Update	6
Asset Allocation Change over Quarter	8
Historical Balances	9
Summary Overview	10
Portfolio Activity	11
Return Management-Income Detail	12
Security Type Distribution	13
Risk Management-Credit/Issuer	14
Risk Management-Maturity/Duration	15
Holdings by Maturity & Ratings	16
Transactions	18

## Market Commentary

**Market Yields:** Interest rates fell for a fifth consecutive month in September as inflation continued to decelerate and job growth moderated. The 2's-10's curve finally reverted after 783 days of inversion in what was the longest on record while ultra-short, fixed income remains elevated as the Fed continues to hold a restrictive policy stance. Going forward, the front end of the curve is expected to price lower in yield as the Fed continues to ease.

**FOMC:** The Federal Open Market Committee (FOMC) lowered the fed funds target range by 50 basis points coming out of their September meeting to a median 4.875% while citing progress made on inflation and how the demand and supply for labor has come into better balance. The Fed surely does not want to fall behind the curve as they did going into the tightening cycle as falling behind the curve when beginning to ease, would create unneeded strain on the economy potentially bringing on a recession.

**Employment:** Job growth continued to slow in Q3 before a surprising September surge that saw the labor market add an impressive 254 thousand workers to payrolls blowing past economic forecasts calling for a 150 thousand gain. However, the 12-month average in job growth, now running at 206 thousand, is down considerably from 260 thousand recorded at the end of Q3 2023. Wage growth remained healthy and is running at an annual pace of 4.0% but as job growth has softened, so too have wage gains, which have decelerated from 4.5% at the end of Q3.

**Inflation:** Price gains continued to slow during the quarter and are nearing the Fed's 2% target as PCE accelerated by a modest, year over year 2.2% in August while the 6-month annualized rate is now running at 1.9%. Core PCE remains elevated at an annual rate of 2.7% which has been propped up by stubborn shelter costs of which the Fed has little control over. However, economists believe that shelter prices will slow going into 2025 ultimately reinforcing the disinflationary trend currently in place.

## Market Outlook

**GDP:** The final estimate of real GDP advanced by a brisk 3.0% in Q2 and is on pace for another strong quarter of growth in Q3 barring any unexpected setbacks. Consumption remained buoyant contributing 1.9% to the GDP reading and has not shown many signs of slowing as American's have left their wallets and purses open electing to spend more on services and experiences versus goods.

**Fed Funds:** The Fed finally pulled the trigger lowering the benchmark rate by 50 basis points in September as they see the balance of risks shift from their inflation mandate to their maximum employment mandate. The economy is still humming along at a healthy clip and job growth, albeit slowing, remains sturdy and the Fed intends to keep it that way. It may be premature to declare the soft landing, but they are certainly getting close.

**Two-year Yield Expectations:** The policy sensitive 2-year Treasury note yield fell in dramatic fashion from 4.75% at the end of Q2 to 3.64% at the end of Q3 as the Fed communicated their intent to lower interest rates as inflation retreated. Going forward, analysts expect 2-year yields to price lower while the Fed remains on course to continue easing policy, however, the significant pace of decline in yields we saw last quarter will likely slow as 2-year yields approach the Fed's terminal rate.

**Portfolio Positioning:** Credit spreads remain trading near historical lows attaching a higher price tag to credit risk. This can also be seen in stocks which have been trading at multiples not seen in decades. Considering this, we are patient when adding credit and prefer maintaining exposure near the lower side of the tactical range while maintaining exposure by using the short end of the curve. As the economy weakens, spreads are poised to widen, offering more relative value and while the market has priced in a considerable amount of easing so far, we advocate for client portfolios to be aligned neutral to their respective benchmarks.

## Quarterly Yield Change

	12/31/23	03/31/24	06/30/24	09/30/24
3 month bill	5.33	5.36	5.355	4.62
2 year note	4.25	4.62	4.753	3.64
5 year note	3.85	4.21	4.377	3.56
10 year note	3.88	4.2	4.396	3.78

## Economists' Survey Projections

	Q4-24	Q1-25	Q2-25	Q3-25
Real GDP	2.0	2.0	1.8	1.8
Core PCE (YOY%)	2.6	2.3	2.2	2.2
Unemployment	4.4	4.4	4.4	4.4

## Economists' Survey Projections for Rates

	Q4-24	Q1-25	Q2-25	Q3-25
Fed Funds	4.45	4.05	3.7	3.45
2 Year	3.5	3.38	3.26	3.21
10 year	3.72	3.68	3.67	3.68



# Compliance Report

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

## Category

Policy Diversification Constraint	Policy Limit	Actual Value*	Status
US Treasury Obligations Maximum % of Holdings	100.000	14.226	Compliant
US Agency Callable Securities Maximum % of Total Portfolio	25.000	0.000	Compliant
US Agency FFCB Issuer Concentration	30.000	7.671	Compliant
US Agency FHLB Issuer Concentration	30.000	5.426	Compliant
US Agency FHLMC Issuer Concentration	30.000	0.000	Compliant
US Agency FNMA Issuer Concentration	30.000	0.000	Compliant
US Agency Obligations - Primary FHLB, FNMA, FHLMC, FFCB Maximum % of Holdings	100.000	13.097	Compliant
US Agency Obligations - Secondary FICO, FARMER MAC etc. Maximum % of Holdings	10.000	0.000	Compliant
US Agency Obligations - Secondary Must be rated by one NRSRO	0.000	0.000	Compliant
US Agency Obligations Issuer Concentration - Primary FHLB, FNMA, FHLMC, FFCB	35.000	7.671	Compliant
US Agency Obligations Issuer Concentration - Secondary FICO, FARMER MAC etc.	5.000	0.000	Compliant
Municipal Bonds Issuer Concentration	5.000	0.000	Compliant
Municipal Bonds Maximum % of Holdings	0.000	0.000	Compliant
Municipal Bonds Outside OR, CA, ID, WA	0.000	0.000	Compliant
Corporate Notes & Commercial Paper Single Issuer %	5.000	0.000	Compliant
Corporate Notes Maximum % of Holdings	0.000	0.000	Compliant
Commercial Paper Maximum % of Holdings	10.000	0.000	Compliant
Certificates of Deposit Issuer Concentration	10.000	0.000	Compliant
Certificates of Deposit Maximum % of Holdings	25.000	0.000	Compliant
Banker's Acceptance Issuer Concentration	5.000	0.000	Compliant
Banker's Acceptance Maximum % of Holdings	25.000	0.000	Compliant
LGIP-Oregon Short Term Fund Maximum	61,749,000.000	43,151,759.870	Compliant
Bank Time Deposits/Savings Accounts Issuer Concentration	25.000	11.105	Compliant
Bank Time Deposits/Savings Accounts Maximum % of Holdings	50.000	12.936	Compliant
No 144A or 4(2)	0.000	0.000	Compliant

1) Actual values are based on market value.

2) The compliance report allows for resolutions to be documented if an actual value exceeds a limit. The specific resolution can be found on the client portal site.

# Compliance Report

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

## Category

Policy Maturity Structure Constraint	Policy Limit	Actual %	Status
Maturity Constraints Under 30 days Minimum % of Total Portfolio	10.000	73.368	Compliant
Maturity Constraints Under 1 year Minimum % of Total Portfolio	25.000	88.955	Compliant
Maturity Constraints Under 5 years Minimum % of Total Portfolio	100.000	100.000	Compliant
Policy Maturity Constraint	Policy Limit	Actual Term	Status
US Treasury Maximum Maturity At Time of Purchase (years)	5.000	2.959	Compliant
US Agency Maximum Maturity At Time of Purchase (years)	5.000	2.992	Compliant
Municipals Maximum Maturity At Time of Purchase (years)	5.250	0.000	Compliant
Commercial Paper Maximum Maturity At Time of Purchase (days)	270.000	0.000	Compliant
Certificates of Deposit Maximum Maturity At Time of Purchase (years)	5.000	0.000	Compliant
Banker's Acceptance Maximum Maturity At Time of Purchase (days)	180.000	0.000	Compliant
Weighted Average Maturity (years)	2.000	0.300	Compliant
Policy Credit Constraint			Status
Municipal Bonds Ratings Minimum AA-/Aa3 by one if rated			Compliant
Corporate Notes Ratings Minimum AA-/Aa3 by one if rated			Compliant
Commercial Paper Ratings Minimum A1+/P1/F1+ (Rated by 1 NRSRO)			Compliant
Banker's Acceptance Ratings Minimum A1+/ P1/F1+ (Rated by 1 NRSRO)			Compliant

1) Actual values are based on market value.

2) The compliance report allows for resolutions to be documented if an actual value exceeds a limit. The specific resolution can be found on the client portal site.



### Strategic Outlook

- With the FOMC kicking off the easing cycle with a jumbo 50 basis point rate cut and the labor market building momentum, we anticipate The Committee to proceed with smaller methodical 25 basis point rate cuts moving forward notwithstanding further job growth deterioration.
- The dislocation between fixed income markets and FOMC communication observed in Q2 has come into better alignment on the future pace and depth of the current easing cycle.
- While markets and the Fed are currently in agreement, we are watching for risks that could introduce volatility to markets such as heightened geopolitical tensions, further labor market softening, or a reacceleration of inflation.

### Portfolio Positioning

- Our goal is to focus first on cash flow requirements and then look at fully investing the core portfolio. Durations will be targeted at or slightly long the benchmark into 2025.
- We will work on the timing of revenues and deploying excess liquidity to the cash matched portfolio.
- The total portfolio book yield increased from 4.367 to 4.452.
- The total portfolio unrealized gain ended the quarter at \$105,716.
- The core portfolio duration decreased over the quarter from 1.315 last quarter to 1.237 this quarter. The benchmark duration ended the quarter at 1.401.
- Net total return for the core portfolio, which includes change in market value and interest income, was 2.36%. The benchmark total return for the period was 2.46%.

# Strategic Quarterly Update

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

Metric	Previous	Current
Strategy	06/30/2024	09/30/2024
<b>Effective Duration</b>		
General Investment Core	1.32	1.24
Benchmark Duration	1.38	1.40
<b>Total Effective Duration</b>	<b>0.32</b>	<b>0.29</b>
<b>Total Return (Net of Fees %)*</b>		
General Investment Core	1.02	2.36
Benchmark Return	1.05	2.46
<b>Total Portfolio Performance</b>	<b>1.24</b>	<b>1.41</b>
<i>*Changes in Market Value include net unrealized and realized gains/losses.</i>		
<b>Maturity Total Portfolio</b>		
<b>Average Maturity Total Holdings</b>	<b>0.33</b>	<b>0.31</b>

Metric	Previous	Current
Book Yield	06/30/2024	09/30/2024
<b>Ending Book Yield</b>		
BP2019 Investments	5.40%	4.73%
BP2019 Liquidity	5.20%	5.25%
General Investment Core	3.88%	4.22%
General Liquidity	3.93%	4.31%
<b>Total Book Yield</b>	<b>4.37%</b>	<b>4.45%</b>
<b>Values</b>		
<b>Market Value + Accrued</b>		
BP2019 Investments	14,928,531	4,988,382
BP2019 Liquidity	6,810,138	9,995,605
General Investment Core	14,669,105	14,845,927
General Liquidity	32,412,974	42,505,195
<b>Total MV + Accrued</b>	<b>68,820,748</b>	<b>72,335,109</b>
<b>Net Unrealized Gain/Loss</b>		
<b>Total Net Unrealized Gain/Loss</b>	<b>(103,891)</b>	<b>105,716</b>



# Asset Allocation Change over Quarter

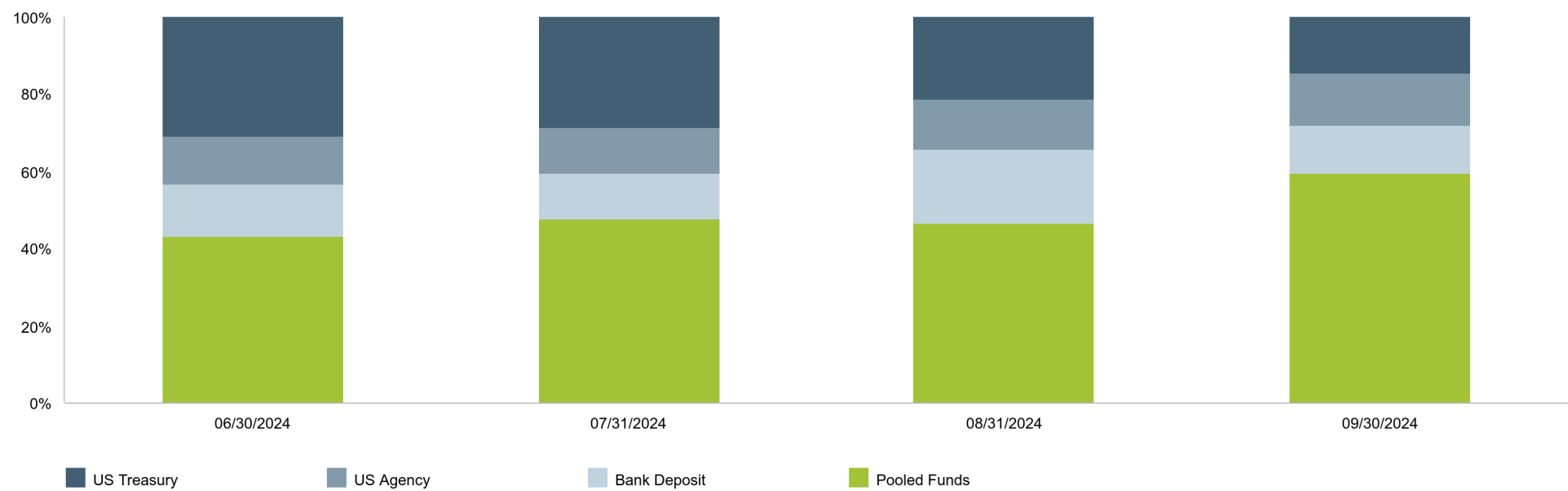


Tigard-Tualatin School District | Total Aggregate Portfolio

September 30, 2024

## Asset Allocation Changes

Security Type	06/30/2024		09/30/2024		Change	
	Market Value + Accrued	% of Portfolio	Market Value + Accrued	% of Portfolio	Market Value + Accrued	% of Portfolio
US Treasury	20,933,210.11	30.42%	10,311,620.21	14.26%	(10,621,589.91)	(16.16%)
US Agency	8,664,426.08	12.59%	9,522,688.62	13.16%	858,262.55	0.57%
Bank Deposit	9,227,289.75	13.41%	9,349,040.15	12.92%	121,750.40	(0.48%)
Pooled Funds	29,995,821.65	43.59%	43,151,759.87	59.66%	13,155,938.22	16.07%
Total	68,820,747.59	100.00%	72,335,108.85	100.00%	3,514,361.26	



If negative cash balance is showing, it is due to a pending trade payable at the end of period.

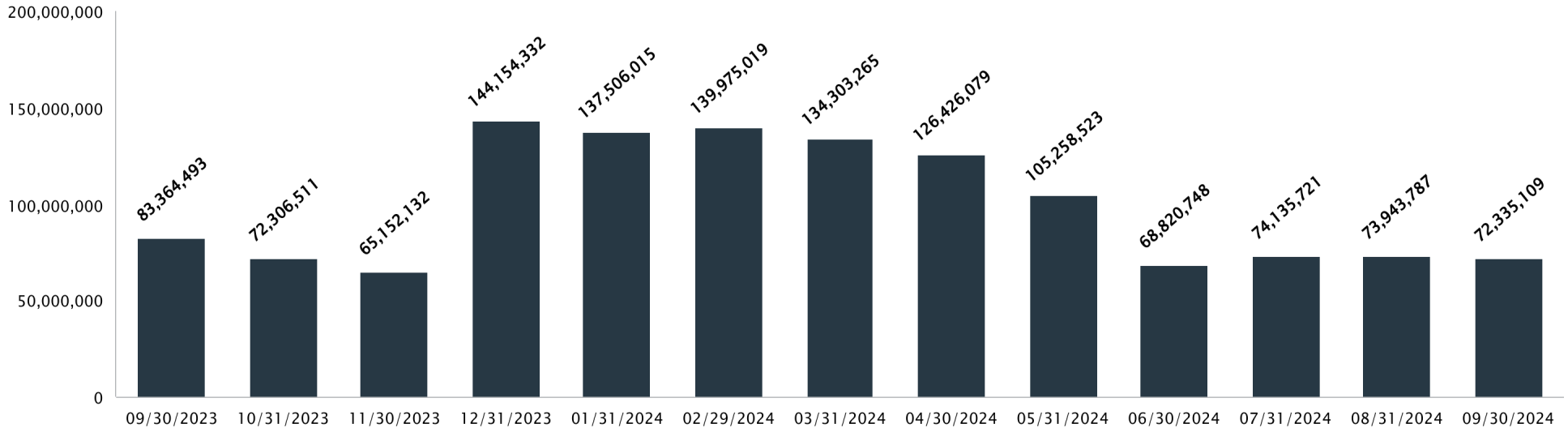
# Historical Balances

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

## Market Value



## Market Value and Return

Period Begin	Period End	Market Value + Accrued	Earned Income	Book Yield	Effective Duration	Maturity in Years
09/01/2023	09/30/2023	83,364,493	284,024	3.56%	0.36	0.37
10/01/2023	10/31/2023	72,306,511	246,302	3.64%	0.44	0.46
11/01/2023	11/30/2023	65,152,132	255,745	4.07%	0.48	0.50
12/01/2023	12/31/2023	144,154,332	517,162	4.65%	0.35	0.36
01/01/2024	01/31/2024	137,506,015	562,996	4.70%	0.32	0.34
02/01/2024	02/29/2024	139,975,019	522,587	4.77%	0.27	0.28
03/01/2024	03/31/2024	134,303,265	552,806	4.75%	0.25	0.25
04/01/2024	04/30/2024	126,426,079	515,317	4.73%	0.23	0.24
05/01/2024	05/31/2024	105,258,523	489,966	4.47%	0.22	0.23
06/01/2024	06/30/2024	68,820,748	298,674	4.37%	0.32	0.33
07/01/2024	07/31/2024	74,135,721	278,447	4.51%	0.26	0.28
08/01/2024	08/31/2024	73,943,787	265,575	4.15%	0.31	0.33
09/01/2024	09/30/2024	72,335,109	261,419	4.45%	0.29	0.31



# Summary Overview

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

## Portfolio Characteristics

Metric	Value
Cash and Cash Equivalents	52,500,800.02
Investments	19,834,308.83
Book Yield	4.45%
Market Yield	4.38%
Effective Duration	0.29
Years to Maturity	0.31
Avg Credit Rating	AAA

## Allocation by Asset Class



## Strategic Structure

Account	Par Amount	Book Value	Original Cost	Market Value	Net Unrealized Gain (Loss)	Accrued	Yield at Cost	Effective Duration	Benchmark Duration	Benchmark
TTSD-General Investment Core	14,665,000.00	14,651,128.04	14,580,507.57	14,748,234.80	97,106.76	97,691.75	4.22%	1.24	1.40	ICE BofA 0-3 Year US Treasury Index
TTSD-General Liquidity	42,505,194.95	42,505,194.95	42,505,194.95	42,505,194.95	0.00	0.00	4.31%	0.01	0.08	ICE BofA US 1-Month Treasury Bill Index
TTSD-BP2019 Investments	5,000,000.00	4,979,240.36	4,973,046.88	4,987,850.00	8,609.64	532.28	4.73%	0.49	0.49	ICE BofA 0-1 Year US Treasury Notes & Bonds
TTSD-BP2019 Liquidity	9,995,605.07	9,995,605.07	9,995,605.07	9,995,605.07	0.00	0.00	5.25%	0.01	0.08	ICE BofA US 1-Month Treasury Bill Index
<b>Total</b>	<b>72,165,800.02</b>	<b>72,131,168.42</b>	<b>72,054,354.47</b>	<b>72,236,884.82</b>	<b>105,716.40</b>	<b>98,224.03</b>	<b>4.45%</b>	<b>0.29</b>	<b>0.23</b>	

# Portfolio Activity

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

## Accrual Activity Summary

	Quarter to Date	Fiscal Year to Date (07/01/2024)
Beginning Book Value	68,787,619.47	68,787,619.47
Maturities/Calls	(16,280,000.00)	(16,280,000.00)
Purchases	6,221,413.76	6,221,413.76
Sales	0.00	0.00
Change in Cash, Payables, Receivables	13,277,688.62	13,277,688.62
Amortization/Accretion	124,446.58	124,446.58
Realized Gain (Loss)	0.00	0.00
Ending Book Value	72,131,168.42	72,131,168.42

## Fair Market Activity Summary

	Quarter to Date	Fiscal Year to Date (07/01/2024)
Beginning Market Value	68,683,728.90	68,683,728.90
Maturities/Calls	(16,280,000.00)	(16,280,000.00)
Purchases	6,221,413.76	6,221,413.76
Sales	0.00	0.00
Change in Cash, Payables, Receivables	13,277,688.62	13,277,688.62
Amortization/Accretion	124,446.58	124,446.58
Change in Net Unrealized Gain (Loss)	209,606.96	209,606.96
Net Realized Gain (Loss)	0.00	0.00
Ending Market Value	72,236,884.82	72,236,884.82

Maturities/Calls	Market Value
Quarter to Date	(16,280,000.00)
Fiscal Year to Date	(16,280,000.00)

Purchases	Market Value
Quarter to Date	6,221,413.76
Fiscal Year to Date	6,221,413.76

Sales	Market Value
Quarter to Date	0.00
Fiscal Year to Date	0.00



# Return Management-Income Detail

Tigard-Tualatin School District | Total Aggregate Portfolio



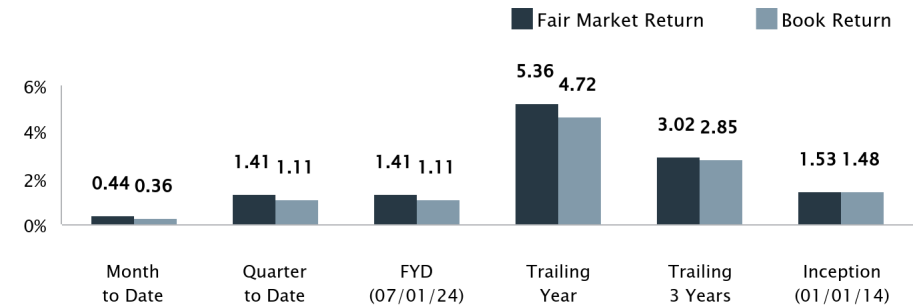
September 30, 2024

## Accrued Book Return

	Quarter to Date	Fiscal Year to Date (07/01/2024)
Amortization/Accretion	124,446.58	124,446.58
Interest Earned	680,993.70	680,993.70
Realized Gain (Loss)	0.00	0.00
Book Income	805,440.28	805,440.28
Average Portfolio Balance	70,208,092.19	70,208,092.19
Book Return for Period	1.11%	1.11%

## Return Comparisons

Periodic for performance less than one year. Annualized for performance greater than one year.



## Fair Market Return

	Quarter to Date	Fiscal Year to Date (07/01/2024)
Market Value Change	209,606.96	209,606.96
Amortization/Accretion	124,446.58	124,446.58
Interest Earned	680,993.70	680,993.70
Fair Market Earned Income	890,600.66	890,600.66
Average Portfolio Balance	70,208,092.19	70,208,092.19
Fair Market Return for Period	1.41%	1.41%

## Interest Income

	Quarter to Date	Fiscal Year to Date (07/01/2024)
Beginning Accrued Interest	137,018.69	137,018.69
Coupons Paid	789,356.67	789,356.67
Purchased Accrued Interest	69,568.31	69,568.31
Sold Accrued Interest	0.00	0.00
Ending Accrued Interest	98,224.03	98,224.03
Interest Earned	680,993.70	680,993.70

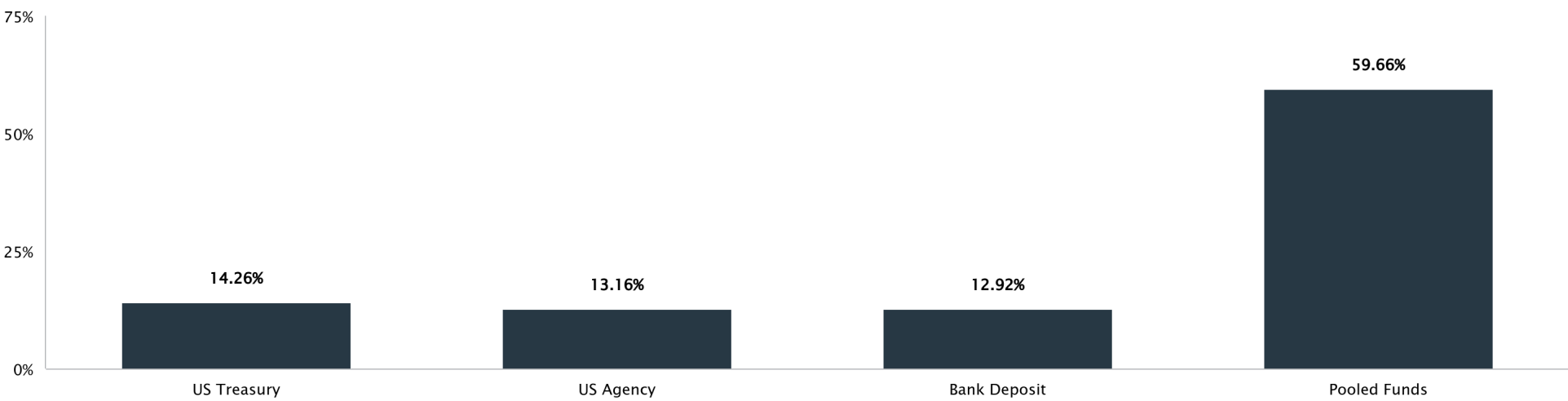
# Security Type Distribution

Tigard-Tualatin School District | Total Aggregate Portfolio

## Security Type Distribution

Security Type	Par Amount	Book Yield	Market Value + Accrued	% of Market Value + Accrued
US Treasury	10,300,000.00	4.36%	10,311,620.21	14.26%
US Agency	9,365,000.00	4.34%	9,522,688.62	13.16%
Bank Deposit	9,349,040.15	0.75%	9,349,040.15	12.92%
Pooled Funds	43,151,759.87	5.30%	43,151,759.87	59.66%
Total	72,165,800.02	4.45%	72,335,108.85	100.00%

## Security Type Distribution





# Risk Management-Credit/Issuer

Tigard-Tualatin School District | Total Aggregate Portfolio

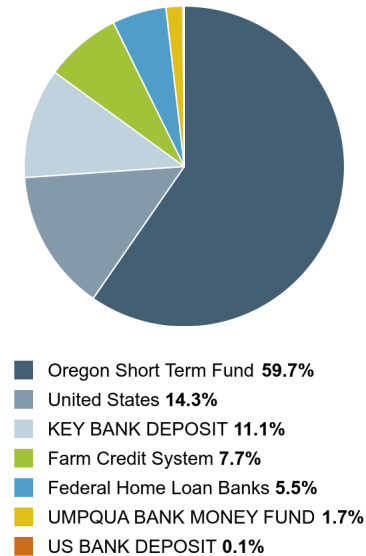


September 30, 2024

## Credit Rating S&P/Moody's/Fitch

	Market Value + Accrued	%
<b>S&amp;P</b>		
A-1+	499,545.00	0.69
AA+	19,334,763.83	26.73
NA	52,500,800.02	72.58
<b>Moody's</b>		
Aaa	19,334,763.83	26.73
NA	52,500,800.02	72.58
P-1	499,545.00	0.69
<b>Fitch</b>		
AA+	19,334,763.83	26.73
F1+	499,545.00	0.69
NA	52,500,800.02	72.58
<b>Total</b>	<b>72,335,108.85</b>	<b>100.00</b>

## Issuer Concentration



# Risk Management-Maturity/Duration

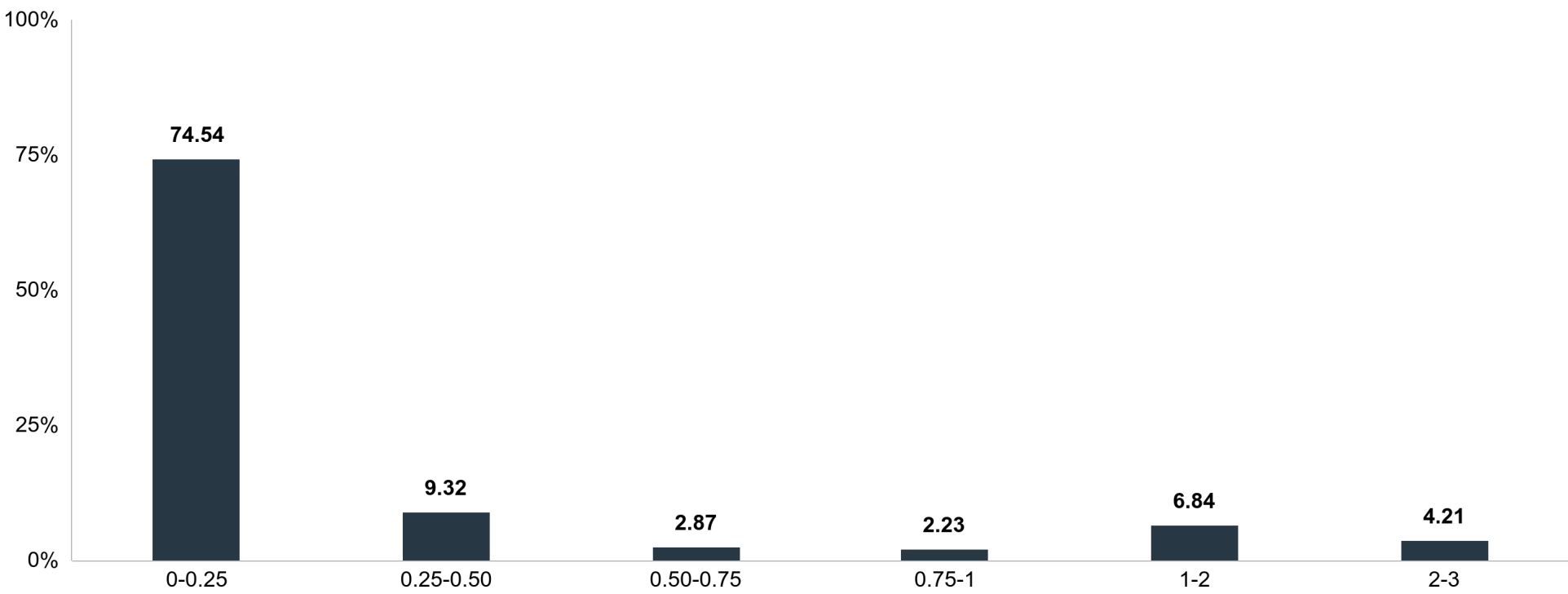
Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

0.29 Yrs	Effective Duration	0.31 Yrs	Years to Maturity	110	Days to Maturity
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Distribution by Effective Duration





# Holdings by Maturity & Ratings

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
TTSD_KEY_D EP	8,021,575.51	KEY BANK DEPOSIT	0.040%	09/30/2024		8,021,575.51	0.00	8,021,575.51	0.04%	0.04%	11.09	0.01	0.01	NA NA NA
OSTF_LGIP	43,151,759.87	OREGON SHORT TERM FUND	5.300%	09/30/2024		43,151,759.87	0.00	43,151,759.87	5.30%	5.30%	59.66	0.01	0.01	NA NA NA
TTSD_UMP_M MF	1,229,589.64	UMPQUA BANK MONEY FUND	5.450%	09/30/2024		1,229,589.64	0.00	1,229,589.64	5.45%	5.45%	1.70	0.01	0.01	NA NA NA
TTSD_USB_D EP	97,875.00	US BANK DEPOSIT	0.010%	09/30/2024		97,875.00	0.00	97,875.00	0.01%	0.01%	0.14	0.01	0.01	NA NA NA
912797LS4	500,000.00	UNITED STATES TREASURY	0.000%	10/08/2024		499,545.00	0.00	499,545.00	5.29%	4.16%	0.69	0.02	0.02	A-1+ P-1 F1+
91282CDN8	850,000.00	UNITED STATES TREASURY	1.000%	12/15/2024		843,761.00	2,508.20	846,269.20	3.41%	4.55%	1.17	0.21	0.21	AA+ Aaa AA+
3133ENPY0	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	1.750%	02/25/2025		741,412.50	1,312.50	742,725.00	1.84%	4.64%	1.03	0.41	0.40	AA+ Aaa AA+
3130AUZC1	1,000,000.00	FEDERAL HOME LOAN BANKS	4.625%	03/14/2025		1,000,490.00	2,184.03	1,002,674.03	4.72%	4.51%	1.39	0.45	0.45	AA+ Aaa AA+
91282CGU9	5,000,000.00	UNITED STATES TREASURY	3.875%	03/31/2025		4,987,850.00	532.28	4,988,382.28	4.73%	4.37%	6.90	0.50	0.49	AA+ Aaa AA+
91282CEQ0	825,000.00	UNITED STATES TREASURY	2.750%	05/15/2025		817,335.75	8,569.46	825,905.21	3.46%	4.27%	1.14	0.62	0.61	AA+ Aaa AA+
3133EPNB7	1,250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.625%	06/20/2025		1,253,400.00	16,219.62	1,269,619.62	4.78%	4.23%	1.76	0.72	0.70	AA+ Aaa AA+
91282CEY3	1,000,000.00	UNITED STATES TREASURY	3.000%	07/15/2025		991,860.00	6,358.70	998,218.70	3.32%	4.05%	1.38	0.79	0.77	AA+ Aaa AA+
91282CFK2	625,000.00	UNITED STATES TREASURY	3.500%	09/15/2025		622,156.25	966.85	623,123.10	4.97%	3.99%	0.86	0.96	0.93	AA+ Aaa AA+
91282CFW6	750,000.00	UNITED STATES TREASURY	4.500%	11/15/2025		754,807.50	12,747.96	767,555.46	4.24%	3.91%	1.06	1.13	1.07	AA+ Aaa AA+

# Holdings by Maturity & Ratings

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

Cusip	Par Amount	Security	Coupon Rate	Maturity Date	Call Date	Market Value	Accrued	Market Value + Accrued	Book Yield	Market Yield	% of Portfolio	Years to Maturity	Eff Duration	S&P, Moody, Fitch
3133EPBJ3	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.375%	02/23/2026		754,897.50	3,463.54	758,361.04	4.60%	3.89%	1.05	1.40	1.34	AA+ Aaa AA+
3130AV6J6	750,000.00	FEDERAL HOME LOAN BANKS	4.500%	03/13/2026		757,297.50	1,687.50	758,985.00	4.07%	3.80%	1.05	1.45	1.39	AA+ Aaa AA+
3130B1BT3	625,000.00	FEDERAL HOME LOAN BANKS	4.875%	06/12/2026		636,550.00	12,272.14	648,822.14	4.73%	3.74%	0.90	1.70	1.59	AA+ Aaa AA+
3133EPSW6	1,250,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	08/14/2026		1,269,187.50	7,343.75	1,276,531.25	4.84%	3.64%	1.76	1.87	1.78	AA+ Aaa AA+
3130AXCP1	750,000.00	FEDERAL HOME LOAN BANKS	4.875%	09/11/2026		766,500.00	2,031.25	768,531.25	4.69%	3.69%	1.06	1.95	1.84	AA+ Aaa AA+
3130AXQL5	740,000.00	FEDERAL HOME LOAN BANKS	4.875%	12/11/2026		758,366.80	11,022.92	769,389.72	4.09%	3.69%	1.06	2.20	2.05	AA+ Aaa AA+
91282CKA8	750,000.00	UNITED STATES TREASURY	4.125%	02/15/2027		758,670.00	3,951.26	762,621.26	4.33%	3.61%	1.05	2.38	2.24	AA+ Aaa AA+
3133EP6K6	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.500%	03/26/2027		764,460.00	468.75	764,928.75	4.77%	3.68%	1.06	2.48	2.34	AA+ Aaa AA+
3133ERNP2	750,000.00	FEDERAL FARM CREDIT BANKS FUNDING CORP	4.000%	08/06/2027		757,537.50	4,583.33	762,120.83	3.89%	3.62%	1.05	2.85	2.66	AA+ Aaa AA+
<b>Total</b>	<b>72,165,800.02</b>		<b>4.305%</b>			<b>72,236,884.82</b>	<b>98,224.03</b>	<b>72,335,108.85</b>	<b>4.45%</b>	<b>4.38%</b>	<b>100.00</b>	<b>0.31</b>	<b>0.29</b>	



# Transactions

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
<b>Buy</b>										
91282CGU9	US TREASURY 3.875 03/31/25	08/07/2024	08/08/2024	0.00	99.46	5,000,000.00	4,973,046.88	68,818.31	5,041,865.19	CITIGROUP
912797LS4	US TREASURY BILL 10/08/24	08/12/2024	08/15/2024	0.00	99.22	500,000.00	496,116.88	0.00	496,116.88	MORGAN STANLEY
3133ERNP2	FED FARM CR BNKS 4.000 08/06/27	08/12/2024	08/15/2024	0.00	100.30	750,000.00	752,250.00	750.00	753,000.00	TD Securities
9AMMF05B2	U.S. BANK MONEY MARKET ACCOUNT FUND	08/17/2024	08/17/2024	0.00	1.00	1,420,000.00	1,420,000.00	0.00	1,420,000.00	Direct
OSTF_LGIP	OREGON SHORT TERM FUND	08/05/2024	08/05/2024	0.00	1.00	10,425,552.11	10,425,552.11	0.00	10,425,552.11	Direct
TTSD_UMP_MMF	UMPQUA BANK MONEY FUND	08/29/2024	08/29/2024	0.00	1.00	15,948.01	15,948.01	0.00	15,948.01	Direct
TTSD_KEY_DEP	KEY BANK DEPOSIT	08/31/2024	08/31/2024	0.00	1.00	573,360.55	573,360.55	0.00	573,360.55	Direct
TTSD_USB_DEP	US BANK DEPOSIT	08/31/2024	08/31/2024	0.00	1.00	4,788,604.49	4,788,604.49	0.00	4,788,604.49	Direct
OSTF_LGIP	OREGON SHORT TERM FUND	09/30/2024	09/30/2024	0.00	1.00	8,685,623.13	8,685,623.13	0.00	8,685,623.13	Direct
<b>Total</b>				<b>0.00</b>		<b>32,159,088.29</b>	<b>32,130,502.05</b>	<b>69,568.31</b>	<b>32,200,070.36</b>	
<b>Sell</b>										
9AMMF05B2	U.S. BANK MONEY MARKET ACCOUNT FUND	08/17/2024	08/17/2024	0.00	1.00	1,420,000.00	1,420,000.00	0.00	1,420,000.00	Direct
TTSD_KEY_DEP	KEY BANK DEPOSIT	07/31/2024	07/31/2024	0.00	1.00	565,372.88	565,372.88	0.00	565,372.88	Direct
OSTF_LGIP	OREGON SHORT TERM FUND	08/13/2024	08/13/2024	0.00	1.00	5,597,970.45	5,597,970.45	0.00	5,597,970.45	Direct
OSTF_LGIP	OREGON SHORT TERM FUND	09/30/2024	09/30/2024	0.00	1.00	357,266.57	357,266.57	0.00	357,266.57	Direct
TTSD_USB_DEP	US BANK DEPOSIT	09/30/2024	09/30/2024	0.00	1.00	4,690,789.77	4,690,789.77	0.00	4,690,789.77	Direct
<b>Total</b>				<b>0.00</b>		<b>12,631,399.67</b>	<b>12,631,399.67</b>	<b>0.00</b>	<b>12,631,399.67</b>	
<b>Maturity</b>										
912797GK7	US TREASURY BILL 08/08/24 MATD	08/08/2024	08/08/2024	0.00	100.00	9,830,000.00	9,830,000.00	0.00	9,830,000.00	
91282CCT6	US TREASURY 0.375 08/15/24 MATD	08/15/2024	08/15/2024	0.00	100.00	1,250,000.00	1,250,000.00	0.00	1,250,000.00	
91282CCX7	US TREASURY 0.375 09/15/24 MATD	09/15/2024	09/15/2024	0.00	100.00	5,200,000.00	5,200,000.00	0.00	5,200,000.00	
<b>Total</b>				<b>0.00</b>		<b>16,280,000.00</b>	<b>16,280,000.00</b>	<b>0.00</b>	<b>16,280,000.00</b>	
<b>Coupon</b>										
91282CEY3	US TREASURY 3.000 07/15/25	07/15/2024	07/15/2024	15,000.00		0.00	0.00	0.00	15,000.00	
3133EPSW6	FED FARM CR BNKS 4.500 08/14/26	08/14/2024	08/14/2024	28,125.00		0.00	0.00	0.00	28,125.00	
91282CKA8	US TREASURY 4.125 02/15/27	08/15/2024	08/15/2024	15,468.75		0.00	0.00	0.00	15,468.75	
91282CCT6	US TREASURY 0.375 08/15/24 MATD	08/15/2024	08/15/2024	2,343.75		0.00	0.00	0.00	2,343.75	
3133EPBJ3	FED FARM CR BNKS 4.375 02/23/26	08/23/2024	08/23/2024	16,406.25		0.00	0.00	0.00	16,406.25	

# Transactions

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
3133ENPY0	FED FARM CR BNKS 1.750 02/25/25	08/25/2024	08/25/2024	6,562.50		0.00	0.00	0.00	6,562.50	
3130AXCP1	FHLBANKS 4.875 09/11/26	09/11/2024	09/11/2024	18,281.25		0.00	0.00	0.00	18,281.25	
3130AV6J6	FHLBANKS 4.500 03/13/26	09/13/2024	09/13/2024	16,875.00		0.00	0.00	0.00	16,875.00	
3130AUZC1	FHLBANKS 4.625 03/14/25	09/14/2024	09/14/2024	23,125.00		0.00	0.00	0.00	23,125.00	
91282CFK2	US TREASURY 3.500 09/15/25	09/15/2024	09/15/2024	10,937.50		0.00	0.00	0.00	10,937.50	
91282CCX7	US TREASURY 0.375 09/15/24 MATD	09/15/2024	09/15/2024	9,750.00		0.00	0.00	0.00	9,750.00	
3133EP6K6	FED FARM CR BNKS 4.500 03/26/27	09/26/2024	09/26/2024	16,875.00		0.00	0.00	0.00	16,875.00	
91282CGU9	US TREASURY 3.875 03/31/25	09/30/2024	09/30/2024	96,875.00		0.00	0.00	0.00	96,875.00	
<b>Total</b>				<b>276,625.00</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>276,625.00</b>	
<b>Cash Transfer</b>										
CCYUSD	US DOLLAR	07/15/2024	07/15/2024	0.00		15,000.00	(15,000.00)	0.00	(15,000.00)	
CCYUSD	US DOLLAR	08/08/2024	08/08/2024	0.00		4,308,418.76	(4,308,418.76)	0.00	(4,308,418.76)	
CCYUSD	US DOLLAR	08/08/2024	08/08/2024	0.00		479,716.05	(479,716.05)	0.00	(479,716.05)	
CCYUSD	US DOLLAR	08/14/2024	08/14/2024	0.00		28,125.00	(28,125.00)	0.00	(28,125.00)	
CCYUSD	US DOLLAR	08/15/2024	08/15/2024	0.00		18,695.62	(18,695.62)	0.00	(18,695.62)	
CCYUSD	US DOLLAR	08/23/2024	08/23/2024	0.00		16,406.25	(16,406.25)	0.00	(16,406.25)	
CCYUSD	US DOLLAR	08/26/2024	08/26/2024	0.00		6,562.50	(6,562.50)	0.00	(6,562.50)	
CCYUSD	US DOLLAR	09/11/2024	09/11/2024	0.00		18,281.25	(18,281.25)	0.00	(18,281.25)	
CCYUSD	US DOLLAR	09/13/2024	09/13/2024	0.00		16,875.00	(16,875.00)	0.00	(16,875.00)	
CCYUSD	US DOLLAR	09/16/2024	09/16/2024	0.00		34,062.50	(34,062.50)	0.00	(34,062.50)	
CCYUSD	US DOLLAR	09/16/2024	09/16/2024	0.00		9,750.00	(9,750.00)	0.00	(9,750.00)	
CCYUSD	US DOLLAR	09/16/2024	09/16/2024	0.00		5,200,000.00	(5,200,000.00)	0.00	(5,200,000.00)	
CCYUSD	US DOLLAR	09/26/2024	09/26/2024	0.00		16,875.00	(16,875.00)	0.00	(16,875.00)	
CCYUSD	US DOLLAR	09/30/2024	09/30/2024	0.00		96,875.00	(96,875.00)	0.00	(96,875.00)	
<b>Total</b>				<b>0.00</b>		<b>10,265,642.93</b>	<b>(10,265,642.93)</b>	<b>0.00</b>	<b>(10,265,642.93)</b>	
<b>Wire Transfer</b>										
CCYUSD	US DOLLAR	07/15/2024	07/15/2024	0.00	1.00	15,000.00	(15,000.00)	0.00	(15,000.00)	
CCYUSD	US DOLLAR	07/15/2024	07/15/2024	0.00	1.00	15,000.00	15,000.00	0.00	15,000.00	
CCYUSD	US DOLLAR	08/14/2024	08/14/2024	0.00	1.00	28,125.00	(28,125.00)	0.00	(28,125.00)	
CCYUSD	US DOLLAR	08/14/2024	08/14/2024	0.00	1.00	28,125.00	28,125.00	0.00	28,125.00	
CCYUSD	US DOLLAR	08/15/2024	08/15/2024	0.00	1.00	18,695.62	(18,695.62)	0.00	(18,695.62)	



# Transactions

Tigard-Tualatin School District | Total Aggregate Portfolio



September 30, 2024

Cusip	Security	Trade Date	Settlement Date	Coupon Payment	Price	Par Amount	Principal Amount	Accrued Amount	Total Amount	Broker
CCYUSD	US DOLLAR	08/15/2024	08/15/2024	0.00	1.00	18,695.62	18,695.62	0.00	18,695.62	
CCYUSD	US DOLLAR	08/23/2024	08/23/2024	0.00	1.00	16,406.25	(16,406.25)	0.00	(16,406.25)	
CCYUSD	US DOLLAR	08/23/2024	08/23/2024	0.00	1.00	16,406.25	16,406.25	0.00	16,406.25	
CCYUSD	US DOLLAR	08/26/2024	08/26/2024	0.00	1.00	6,562.50	(6,562.50)	0.00	(6,562.50)	
CCYUSD	US DOLLAR	08/26/2024	08/26/2024	0.00	1.00	6,562.50	6,562.50	0.00	6,562.50	
CCYUSD	US DOLLAR	09/11/2024	09/11/2024	0.00	1.00	18,281.25	(18,281.25)	0.00	(18,281.25)	
CCYUSD	US DOLLAR	09/11/2024	09/11/2024	0.00	1.00	18,281.25	18,281.25	0.00	18,281.25	
CCYUSD	US DOLLAR	09/13/2024	09/13/2024	0.00	1.00	16,875.00	(16,875.00)	0.00	(16,875.00)	
CCYUSD	US DOLLAR	09/13/2024	09/13/2024	0.00	1.00	16,875.00	16,875.00	0.00	16,875.00	
CCYUSD	US DOLLAR	09/16/2024	09/16/2024	0.00	1.00	34,062.50	(34,062.50)	0.00	(34,062.50)	
CCYUSD	US DOLLAR	09/16/2024	09/16/2024	0.00	1.00	34,062.50	34,062.50	0.00	34,062.50	
CCYUSD	US DOLLAR	09/26/2024	09/26/2024	0.00	1.00	16,875.00	(16,875.00)	0.00	(16,875.00)	
CCYUSD	US DOLLAR	09/26/2024	09/26/2024	0.00	1.00	16,875.00	16,875.00	0.00	16,875.00	
<b>Total</b>				<b>0.00</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Interest Income</b>										
OSTF_LGIP	OREGON SHORT TERM FUND	07/31/2024	07/31/2024	156,016.75		0.00	156,016.75	0.00	156,016.75	
TTSD_UMP_MMF	UMPQUA BANK MONEY FUND	07/31/2024	07/31/2024	5,539.53		0.00	5,539.53	0.00	5,539.53	
TTSD_UMP_MMF	UMPQUA BANK MONEY FUND	08/31/2024	08/31/2024	5,591.53		0.00	5,591.53	0.00	5,591.53	
OSTF_LGIP	OREGON SHORT TERM FUND	08/31/2024	08/31/2024	159,175.93		0.00	159,175.93	0.00	159,175.93	
TTSD_KEY_DEP	KEY BANK DEPOSIT	07/31/2024	07/31/2024	2,627.12		0.00	2,627.12	0.00	2,627.12	
TTSD_KEY_DEP	KEY BANK DEPOSIT	08/31/2024	08/31/2024	2,723.77		0.00	2,723.77	0.00	2,723.77	
OSTF_LGIP	OREGON SHORT TERM FUND	09/30/2024	09/30/2024	172,032.08		0.00	172,032.08	0.00	172,032.08	
TTSD_UMP_MMF	UMPQUA BANK MONEY FUND	09/30/2024	09/30/2024	4,826.95		0.00	4,826.95	0.00	4,826.95	
TTSD_USB_DEP	US BANK DEPOSIT	07/31/2024	07/31/2024	514.38		0.00	514.38	0.00	514.38	
TTSD_USB_DEP	US BANK DEPOSIT	09/30/2024	09/30/2024	1,046.85		0.00	1,046.85	0.00	1,046.85	
TTSD_KEY_DEP	KEY BANK DEPOSIT	09/30/2024	09/30/2024	2,636.78		0.00	2,636.78	0.00	2,636.78	
<b>Total</b>				<b>512,731.67</b>		<b>0.00</b>	<b>512,731.67</b>	<b>0.00</b>	<b>512,731.67</b>	

This report is for general informational purposes only and is not intended to provide specific advice or recommendations. Government Portfolio Advisors (GPA) is an investment advisor registered with the Securities and Exchange Commission and is required to maintain a written disclosure statement of our background and business experience.

**Questions About an Account:** GPA's monthly & quarterly reports are intended to detail the investment advisory activity managed by GPA. The custodial bank maintains the control of assets and settles all investment transactions. The custodial statement is the official record of security and cash holdings and transactions. GPA recognizes that clients may use these reports to facilitate record keeping and that the custodial bank statement and the GPA report should be reconciled, and differences documented.

**Trade Date versus Settlement Date:** Many custodial banks use settlement date basis and post coupons or maturities on the following business days when they occur on weekend. These items may result in the need to reconcile due to a timing difference. GPA reports are on a trade date basis in accordance with GIPS performance standards. GPA can provide all account settings to support the reason for any variance.

**Bank Deposits and Pooled Investment Funds Held in Liquidity Accounts Away from the Custodial Bank are Referred to as Line Item Securities:** GPA relies on the information provided by clients when reporting pool balances, bank balances and other assets that are not held at the client's custodial bank. GPA does not guarantee the accuracy of information received from third parties. Balances cannot be adjusted once submitted however corrective transactions can be entered as adjustments in the following months activity. Assets held outside the custodial bank that are reported to GPA are included in GPA's oversight compliance reporting and strategic plan.

**Account Control:** GPA does not have the authority to withdraw or deposit funds from or to any client's custodial account. Clients retain responsibility for the deposit and withdrawal of funds to the custodial account. Our clients retain responsibility for their internal accounting policies, implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

**Custodial Bank Interface:** Our contract provides for the ability for GPA to interface into our client's custodial bank to reconcile transactions, maturities and coupon payments. The GPA client portal will be available to all clients to access this information directly at any time.

**Market Price:** Generally, GPA has set all securities market pricing to match custodial bank pricing. There may be certain securities that will require pricing override due to inaccurate custodial bank pricing that will otherwise distort portfolio performance returns. GPA may utilize Refinitiv pricing source for commercial paper, discount notes and supranational bonds when custodial bank pricing does not reflect current market levels. The pricing variances are obvious when market yields are distorted from the current market levels.

**Performance Calculation:** Historical returns are presented as time-weighted total return values and are presented gross and net of fees.

**Amortized Cost:** The original cost on the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discounts or premiums are amortized on a straight-line basis on all securities. This can be changed at the client's request.

**Callable Securities:** Securities subject to redemption in whole or in part prior to the stated final maturity at the discretion of the security's issuer are referred to as "callable". Certain call dates may not show up on the report if the call date has passed or if the security is continuously callable until maturity date. Bonds purchased at a premium will be amortized to the next call date while all other callable securities will be amortized to maturity. If the bond is amortized to the call date, amortization will be reflected to that date and once the call date passes, the bond will be fully amortized.

**Duration:** The duration is the effective duration. Duration on callable securities is based on the probability of the security being called given market rates and security characteristics.

**Benchmark Duration:** The benchmark duration is based on the duration of the stated benchmark that is assigned to each account.

**Rating:** Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed.

**Coupon Payments and Maturities on Weekends:** On occasion, coupon payments and maturities occur on a weekend or holiday. GPA's report settings are on the accrual basis so the coupon postings and maturities will be accounted for in the period earned. The bank may be set at a cash basis, which may result in a reconciliation variance.

**Cash and Cash Equivalents:** GPA has defined cash and cash equivalents to be cash, bank deposits, LGIP pools and repurchase agreements. This may vary from your custodial bank which typically defines cash and equivalents as all securities that mature under 90 days. Check with your custodial bank to understand their methodology.

**Account Settings:** GPA has the portfolio settings at the lot level, if a security is sold our setting will remove the lowest cost security first. First-in-first-out (FIFO) settings are available at the client's request.

**Historical Numbers:** Data was transferred from GPA's legacy system, however, variances may exist from the data received due to a change of settings on Clearwater. GPA is utilizing this information for historical return data with the understanding the accrual settings and pricing sources may differ slightly.

**Financial Situation:** In order to better serve you, GPA should be promptly notified of any material change in your investment objective or financial situation.

**No Guarantee:** The securities in the portfolio are not guaranteed or otherwise protected by GPA, the FDIC (except for non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested.





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

Date: November 4, 2024

TO: Board of Directors

FR: Lisa Burton

RE: PROCLAMATION: Honoring Tigard-Tualatin Veterans and all Veterans in the TTSD Community

**EXPLANATION:**

In honor of National Veteran's Day, November 11, 2024, and the service of our community members, the Board is asked to approve this Proclamation, as we express our gratitude and appreciation for Tigard-Tualatin staff who have served their community and country.

**PRESENTER:** Lisa Burton

**SUPPLEMENTARY MATERIALS:** Proclamation Honoring Veterans and Men and Women Currently Serving in the Armed Forces of the United States of America.

**RECOMMENDATION:** Approve Proclamation Honoring Veterans and Men and Women Currently Serving in the Armed Forces of the United States of America.

**PROPOSED MOTION:** Move to approve Proclamation to Honor Veterans and Men and Women Currently Serving in the Armed Forces of the United States of America, as presented.



*Tigard-Tualatin School District, 23J  
Proclamation*

*A proclamation of the Tigard-Tualatin School Board of Directors honoring Veterans and  
all Veterans in the TTSD Community*

**WHEREAS,** the United States of America was founded on principles of liberty, opportunity and justice for all; and as a Nation we have called on men and women in uniform to protect our national security and to preserve our rights and freedoms; and

**WHEREAS,** on Veteran's Day we recognize the men and women of our Armed Forces past and present, who have valiantly defended these values throughout our Nation's history; and

**WHEREAS,** the Tigard-Tualatin School District is proud and honored to recognize the contributions of Veterans and Military Members from our community and throughout the nation; and

**WHEREAS,** Veterans and Military Members from Tigard-Tualatin have served our country, state, and community with distinction to protect and defend our freedom and way of life; and

**WHEREAS,** we are proud to honor those who have served, putting their lives at risk to preserve our independence; and

**WHEREAS,** on Veterans and Military Members we honor today and every day throughout the year have provided the highest level of service to community and country; and

**WHEREAS,** we owe a profound debt of gratitude to the Veterans who left the comfort and safety of their homes and families to serve here and abroad to ensure the democracy we enjoy now continues into the future; and

**WHEREAS,** the Tigard-Tualatin School District Board of Education proclaims November 11, 2023 as a day of recognition of the valor, sacrifice, and service of Veterans and Military Members from our community and around the world.

**NOW, THEREFORE, BE IT RESOLVED,** that the Tigard-Tualatin School District Board of Education is hereby proud and honored to recognize all Veterans and the men and women that are currently serving in our Armed Forces in our community and around the world.

**DATED THIS 4<sup>th</sup> DAY of NOVEMBER, 2024**

*Attest:*

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Tristan Irvin, Board Chair

---

Dr. Iton Udosenata, Superintendent



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

Date: November 4, 2024

TO: Board of Directors

FR: Lisa Burton

RE: Celebration of Tigard-Tualatin School District (TTSD) partnership with the Comunicare program currently established at Tualatin High School, Hazelbrook Middle School, Twality Middle School, Tigard High School and Creekside Community High School.

Honoring Tigard-Tualatin Veterans and all Veterans in the TTSD community

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EXPLANATION:

[Comunicare Oregon](#) is a program of the Harold and Arlene Schnitzer CARE Foundation. The CARE Foundation provides an opportunity for TTSD students to learn about the needs of their community and how to become leaders through community service and the grantmaking process. The hope is that students will continue to be leaders in the future.

**Tigard student speakers:** Isabel, Santi, Axel, Angela

**Twality student speakers:** Kennedy, Ayla, Sarina

**Adult guests:** Kelli, Cecily, and Andrea from Schnitzer Cares.

---

We honor and recognize the following Tigard-Tualatin staff who have served and continue to serve our community and country:

Amy West, Richard Salboro, Daniel Sanchez, Nathan Stanley, Matt Hamilton, Cindy Pellicci, Roger Dessert, Robert Odell, Zach Cooper, Michael Zienkiewicz, Tyler Swebston

PRESENTER: Lisa Burton  
Kelli Schlegelmilch with the CARE Foundation

SUPPLEMENTARY  
MATERIALS: [Comunicare Program Slides](#)  
[TTSD Veterans Slides](#)

RECOMMENDATION: Recognition & Good News

PROPOSED MOTION: None





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

November 4, 2024

TO: Board of Directors  
FR: Laura Kintz  
RE: Metzger ES Partnership with PSU

**EXPLANATION:**

This evening Metzger ES Principal, Jessica Swindle, Teaching & Learning PreK-5 Director, Laura Kintz and Project Staff with PSU will share information regarding their Project DICS PLUSS Objectives partnership.

PRESENTER: Laura Kintz, and Jessica Swindle, Principal, Metzger ES

SUPPLEMENTARY  
MATERIALS: [PSU Metzger/TTSD Collaboration: Summer Camp/Practicum Presentation](#)

RECOMMENDATION: NONE

PROPOSED MOTION: NONE

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

DATE: November 4, 2024

TO: Board of Directors

FR: Len Reed

RE: Enrollment Update

EXPLANATION:

The information provided during this presentation will give you an overview of the district's enrollment broken down by level and grade in both elementary and secondary.

PRESENTER: Len Reed

SUPPLEMENTARY MATERIALS:

[TTSD enrollment for 2024-2025](#)

[TTSD Secondary Enrollment Semester 1](#)

[TTSD enrollment for 2023-2024](#) (for reference only)

RECOMMENDATION: Reports and Discussion

PROPOSED MOTION: None



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

November 4, 2024

TO: Board of Directors  
FR: Jessica Seay  
RE: Contract with Speech and Language Pathologist

**EXPLANATION:**

The District has used a variety of methods related to retain speech and language pathologists in recent years including contracting services through Northwest Regional Educational Service District, hiring directly, and at times using a staffing agency. Providing services for the 2024-25 school year consists of a braiding of these historical methodologies as well as directly contracting with a professional through a personal services contract.

As these services are those that could be provided by a member covered by the contract with the Tigard-Tualatin Education Association, all necessary steps have been taken to obtain a memorandum of understanding for this position for the 2024-25 school year. Verbal agreement has been received and the memorandum of understanding is in draft form with an anticipated execution date within the week.

As the proposed contract exceeds \$150,000, Board of Director approval is required.

PRESENTER: Jessica Seay

SUPPLEMENTARY  
MATERIALS: TTSD PSC Professional/Personal Services Contract

RECOMMENDATION: Approve a contract with Karen Hillison, Speech and Language Pathologist, for \$155,000.

PROPOSED MOTION: I move to approve a contract with Karen Hillison, Speech and Language Pathologist, for \$155,000.



**TIGARD-TUALATIN SCHOOL DISTRICT NO. 23J  
PROFESSIONAL/PERSONAL SERVICES CONTRACT**

This Professional/Personal Services Contract (this "Contract") is between **TIGARD-TUALATIN SCHOOL DISTRICT NO. 23J** (the "District") and \_\_\_\_\_ ("Contractor") (collectively, the "Parties").

The Parties agree as follows:

**Effective Date and Termination Date.** The effective date of this Contract shall be the date it is signed by the Parties. Unless earlier terminated as provided in Section 8, below, this Contract will terminate on \_\_\_\_\_.

**Contractor's Agreement to Provide Services.** Contractor agrees to provide the District with the services described in Exhibit A to this Contract.

**Payment for Work.** No payments shall be made until this Agreement is fully executed by both parties. Contractor is responsible for providing appropriate documentation of wages for BOLI prevailing wage when necessary. A W-9 must be on file with the District.

**Contract Documents.** The Contract Documents consist of the following documents, which are listed in descending order of precedence: this Contract and exhibits to this Contract, including:

- Exhibit A (Statement of Work, Compensation, and Payment Terms);
- Exhibit B (Certification Statement for Corporation or Independent Contractor);
- Exhibit C (Workers' Compensation Exemption Certificate for Contractors; to be used only when Contractor claims to be exempt from Workers' Compensation coverage requirements);
- Exhibit D (Abuse and Sexual Conduct Information and Reporting Requirements for Employees, Volunteers, Contractors & Agents);
- Exhibit E (Background Check Requirements); and
- Exhibit F (Insurance Requirements).
-

A conflict in the Contract Documents shall be resolved in the priority listed above, with this Contract taking precedence over all other Contract Documents.

---

## **STANDARD TERMS AND CONDITIONS**

- 1. Time Is of the Essence.** Time is of the essence in the performance of this Contract.
- 2. Subcontract and Assignment.** Contractor shall not subcontract any of the work required by this Contract, or assign or transfer any of its interest in this Contract, without the prior written consent of the District, which may be withheld without cause. In addition to any other provisions the District may require, Contractor shall require that any subcontractor under this Contract be bound by all the same terms and conditions of this Contract. Such subcontracts are solely between Contractor and the subcontractor and shall not bind the District.
- 3. Other Contractors.** The District may undertake or award other contracts for additional or related work. Contractor shall fully cooperate with such other contractors and with any District employees regarding such work, and shall coordinate its performance under this Contract with such additional or related work. Contractor shall not commit or permit any act that will interfere with the performance of work by any other contractor or by District employees.
- 4. Independent Contractor Status.** Contractor certifies that it is an independent contractor as set forth in Exhibit B. Contractor shall be responsible for all federal, state, and local taxes and any and all fees applicable to payments for services under this Contract.
- 5. No Third-Party Beneficiaries.** The District and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives or provides any benefit or right, whether directly, indirectly, or otherwise, to any third party.
- 6. Successors in Interest.** The provisions of this Contract shall be binding upon and inure to the benefit of the Parties and their successors and approved assigns, if any.
- 7. Nonperformance.** In the event of nonperformance under this Contract, the District, after seven days' written notice, shall have the right to obtain from other sources such products and/or services as may be required to accomplish the work not performed. The difference in cost, if any, for said work or goods shall be borne by Contractor. For purposes of this section, nonperformance shall be defined as failure to appear and perform work as specified and scheduled.

**8. Early Termination.** This Contract may be terminated at any time during the term of the Contract, as follows:

- a. The District and Contractor, by mutual written agreement, may terminate this Contract at any time.
- b. The District, in its sole discretion, may terminate this Contract for any reason on 30 days' written notice to Contractor.
- c. Either the District or Contractor may terminate this Contract in the event of a breach of this Contract by the other. Prior to such termination, the party seeking termination shall give to the other party written notice of the breach and intent to terminate. If the party committing the breach has not entirely cured the breach within 15 days of the date of the notice, then the party giving the notice may terminate this Contract at any time thereafter by giving written notice of termination.
- d. Notwithstanding subsection 8.c, the District may terminate this Contract immediately by written notice to Contractor upon denial, suspension, revocation or nonrenewal of any license, permit, or certificate that Contractor must hold to provide services under this Contract.

**9. Payment of Invoices.**

- a. Method of payment. Invoices shall not be issued prior to delivery of items/performance of service. Payment shall not be made prior to receipt of items/performance and invoice. Unless otherwise specified in Exhibit A, the Contractor will submit invoices monthly for services rendered and the District shall remit payment within 30 calendar days of receipt of invoice.
- b. Payment on Early Termination. Upon termination under Section 8, payment shall be made as follows:
  - (i) If terminated under subsection 8.a or 8.b for the convenience of the District, the District shall pay Contractor for work performed prior to the termination date if such work was performed in accordance with the Contract. The District shall not be liable for direct, indirect, or consequential damages. Termination shall not result in a waiver of any other claim that the District may have against Contractor.
  - (ii) If terminated under subsection 8.c by Contractor due to a breach by the District, then the District shall pay Contractor for work performed prior to the termination date if such work was performed in accordance with this Contract.



- (iii) If terminated under subsection 8.c or 8.d by the District due to a breach by Contractor, then the District shall pay Contractor for work performed prior to the termination date, provided such work was performed in accordance with the Contract, less any setoff to which the District is entitled.

- 10. Nondiscrimination (Required by ORS 279A.110).** Contractor shall not discriminate against a subcontractor when awarding subcontracts because the subcontractor is a disadvantaged business enterprise, a minority-owned or women-owned business, an emerging small businesses certified under ORS 200.055, or a business that is owned by a service-disabled veteran.
- 11. Tax Compliance Warranty (Required by ORS 279B.045).** Contractor represents and warrants that Contractor has complied with the applicable tax laws of this state or a political subdivision of this state, including but not limited to ORS 305.620 and ORS chapters 316, 317, and 318. Contractor covenants that Contractor will continue to comply with the tax laws of this state or a political subdivision of this state during the term of this Contract. Failure by Contractor to comply with the applicable tax laws of this state or a political subdivision of this state before the execution of this Contract or during the term of this Contract is a default for which the District may terminate this Contract and seek damages and other relief available under the terms of this Contract or under applicable law.
- 12. Payment of Laborers.** As required by ORS 279B.220, Contractor shall:
  - a. Make payment promptly, as due, to all persons supplying to Contractor labor or material for the prosecution of the work provided for this Contract;
  - b. Pay all contributions or amounts owed to the Industrial Accident Fund by Contractor or subcontractors, if permitted, incurred in the performance of this Contract;
  - c. Not permit any lien or claim to be filed or prosecuted against the District on account of any labor or material furnished; and
  - d. Pay to the Department of Revenue all sums withheld from employees in accordance with ORS 316.167.

If Contractor fails, neglects, or refuses to make prompt payment of any claim for labor or services furnished to it by any person in connection with this Contract as such claim becomes due, the District may pay such claim to the person furnishing the labor or services and charge the amount of the payment against funds owed or to become owed to Contractor by reason of this Contract.

The payment of a claim in this manner shall not relieve Contractor or Contractor's surety, if any, from obligation with respect to any unpaid claims.

**13. Condition Concerning Salvaging, Recycling, Composting, or Mulching Waste Material (Required by ORS 279B.225).** If this Contract involves lawn or landscape maintenance, Contractor shall salvage, recycle, compost, or mulch yard waste material at an approved site, if feasible.

**14. Hours of Labor, Pay Equity (Required by ORS 279B.020, 279B.235).**

- a. Contractor shall pay its employees working under this Contract at least time-and-a-half pay for work performed on the legal holidays as set out in ORS 279B.020(1)(b)(B) to (G) and for all overtime worked in excess of 40 hours in any one week, except for individuals under personal services contracts who are excluded under ORS 653.010 (Definitions for ORS 653.010 to 653.261) to 653.261 (Minimum employment conditions; overtime; rules; meal periods; exemptions; penalty), or under 29 USC §§ 201 to 209, from receiving overtime.
- b. Contractor shall give notice in writing to its employees who perform work under this Contract, either at the time of hire, before commencement of work under this Contract, or by posting a notice in a location frequented by employees, of the number of hours per day and days per week that the employees may be required to work.
- c. Contractor shall comply with ORS 652.220 (addressing the prohibition of discriminatory wage rates based on sex and that employer is not to discriminate against an employee who is a complainant). Compliance is a material element of this Contract. Failure to comply is a breach that entitles the District to terminate this Contract for cause.
- d. Contractor may not prohibit any of its employees from discussing the employee's wages, salary, benefits, or other compensation with another employee or another person, and Contractor may not retaliate against an employee who does so.

**15. Payment for Medical Care and Workers' Compensation (Required by 279B.230).**

- a. Contractor shall promptly, as due, make payment to any person, copartnership, association, or corporation furnishing medical, surgical, and hospital care services, or other needed care and attention incident to sickness or injury to the employees of Contractor, of all sums that Contractor agrees to pay for the services and all moneys and sums that Contractor collected or deducted from the wages of employees under any law, contract, or agreement for the purpose of providing or paying for the services.

- b. All subject employers working under this Contract are either employers that will comply with ORS 656.017 (addressing workers' compensation) or employers that are exempt under ORS 656.126. If Contractor claims to be exempt, Contractor will complete the exemption certificate attached as Exhibit C.

**16. Sexual Abuse and Misconduct Reporting and Training (ORS 339.370 to 339.400).** Contractor and its agents and employees providing services to the District under this Contract must be trained annually on sexual abuse and misconduct information and reporting as required by ORS 339.400(2), as outlined in the following District Policies and Administrative Regulations, which are incorporated by reference herein: JHFE, JHFE AR (1)-(3), JHFF/GBNAA, and JHFF/GBNAA-AR.<sup>1</sup> Contractor and Contractor's agents and employees shall comply with the District's Abuse and Sexual Conduct Information and Reporting Requirements attached as Exhibit D.

**17. Non-Appropriation/Adequate Funding.**

- a. If payment for work under this Contract extends into the District's next fiscal year (July 1 to June 30), the District's obligation to pay for such work is subject to appropriation of budgeted funds sufficient to fund this Contract by the District board of directors.
- b. Continuation of this Contract, at specified levels, is conditioned on adequate funding under the District's budget adopted in June of each year. The District reserves the right to adjust the level of services in accordance with funding levels adopted.

**18. Remedies.** In the event of breach of this Contract, the Parties shall have the following remedies:

- a. If terminated by the District under subsection 8.c due to a breach by Contractor, the District may complete the work itself, by agreement with another Contractor, or by a combination thereof. If the cost of completing the work exceeds the remaining unpaid balance of the total compensation provided under this Contract, then Contractor shall pay to the District the amount of reasonable excess.
- b. In addition to the remedies in Sections 8 and 9 for a breach by Contractor, the District shall also be entitled to any other equitable and legal remedies that are available.
- c. If the District breaches this Contract, Contractor's remedy shall be limited to termination of this Contract and receipt of Contract payments to which Contractor is entitled.

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<sup>1</sup> Available at <https://policy.osba.org/tigard/J/index.asp>.



- 19. Hazardous Substances.** Contractor shall notify the District prior to using products containing hazardous substances to which the District's students or employees may be exposed. "Hazardous substances" are defined in ORS 435.005(7). Upon the District's request, Contractor shall immediately provide Safety Data Sheets for all hazardous substances to the District.
- 20. Errors.** Contractor shall perform such additional work as may be necessary to correct errors in the work required under this Contract without undue delays and without additional cost.
- 21. Access to Records.** Contractor agrees that the District and its authorized representatives shall have access to the books, documents, papers, and records of Contractor that are pertinent to this Contract for the purpose of performing financial or performance audits or for review and copying. Contractor shall maintain all fiscal records directly relating to this Contract in accordance with generally accepted accounting principles. In addition, Contractor shall maintain any other records pertinent to this Contract in such a manner as to clearly document Contractor's performance. Contractor shall retain and keep accessible all such fiscal records, books, documents, papers, plans, and writings for a minimum of seven years, or such longer period as may be required by applicable law, following final payment and termination of this Contract, or until the conclusion of any audit, controversy, or litigation arising out of or related to this Contract, whichever date is later.
- 22. Ownership of Work.** All work product created by Contractor as part of Contractor's performance of this Contract, including background data, documentation, and staff work that is preliminary to final reports, shall be the exclusive property of the District. If any such work product contains intellectual property of Contractor that is or could be protected by federal copyright, patent, or trademark laws, Contractor hereby grants the District a perpetual, royalty-free, fully paid-up, nonexclusive and irrevocable license to copy, reproduce, deliver, publish, perform, dispose of, use, reuse (in whole or in part), all such work product, and to authorize others to do so. The District shall have no rights in any preexisting work product of Contractor provided to the District by Contractor in the performance of this Contract except to copy, use, and reuse any such work product for District use only. If this Contract is terminated by either party or by default, the District, in addition to any other rights provided by this Contract, may require Contractor to transfer and deliver such partially completed work product, reports, or other documentation that Contractor has specifically developed or specifically acquired for the performance of this Contract.
- 23. Work Performed on District Property.** Contractor shall comply with the following when work is performed on District property:

- a. Identification. Contractors performing work on District property or for the District shall be in appropriate attire all times. In addition, all such persons shall carry photo identification and will present such to any District officer or employee upon request.
- b. No Smoking. Smoking or other use of tobacco is prohibited on District property.
- c. No Drugs. District property sites and schools served by the District are drug-free zones.
- d. No Weapons or Firearms. Except as provided by Oregon statutes and District policy, weapons and firearms are prohibited on District property.
- e. Safety. Prior to instituting work on District property, Contractor, its subcontractors, and suppliers shall review the safety and security policies issued by the District's Risk Management Department and shall comply with those policies while on District property.
- f. Confidentiality. Contractor will not disclose any information or records regarding students or their families that Contractor may learn or obtain in the course and scope of Contractor's performance of this Contract.
- g. Sign-In Required. Contractors are required to sign in at the main office each day.

- 24. FERPA Redisclosure.** The Parties recognize that the Family Educational Rights and Privacy Act ("FERPA") imposes strict penalties for improper disclosure or redisclosure of confidential student information, including but not limited to denial of access to personally identifiable information from education records for at least five years (20 USC § 1232g; 34 CFR Part 99). Therefore, consistent with the requirements of FERPA, personally identifiable information obtained by either party in the performance of this Contract may not be redisclosed to third parties without written consent of the students' parent/guardian, and must be used only for the purposes identified in this Contract, except as may be required or authorized by law. Copies of all records created by the Contractor that pertain to students will be provided to the District. If requested, the Contractor agrees to execute and abide by the District's "Standard Student Data Privacy Agreement." Contractor granted access to District's network will be required to sign a "District Acceptable Use Policy".
- 25. Background/Criminal Records Checks.** Contractor shall comply with Exhibit E to this Contract. Contractor shall not deploy any employee or agent to provide services under this Contract if (a) the employee or agent would have direct, unsupervised contact with students as determined by the District; and (b) the employee or agent has been convicted of a crime listed in ORS 342.143(3).
- 26. Contractor Employees and Agents.** Contractor agrees that, upon request by the District, it shall remove any Contractor employee or agent from providing services to the District under this Contract.

- 27. Security.** Any disclosure of confidential information or removal of any District property by Contractor or Contractor's agents or employees shall be cause for immediate cancellation of this Contract. Any liability, including but not limited to attorney fees resulting from any action or suit brought against the District as a result of Contractor's or Contractor's employees' willful or negligent release of information, documents, or property contained in or on District property shall be borne by Contractor.
- 28. Compliance with Applicable Law.** Contractor shall comply with all federal, state, and local laws applicable to public contracts and to the work done under this Contract, and all regulations and administrative rules established pursuant to those laws.
- 29. Printing, Binding, and Stationery Work (Required by ORS 282.210).** If this solicitation is for the purpose of obtaining printing, binding, or stationery work, work awarded under this solicitation shall be performed within the state of Oregon, unless subject to exception under ORS 282.210(2).
- 30. Public Employees Retirement System.** Contractor represents and warrants that (a) Contractor is not active as an employee in the Public Employees Retirement System and (b) Contractor has not received wages from the District or any other public entity during this calendar or fiscal year.
- 31. Force Majeure.** Neither the District nor Contractor shall be responsible for delay, default, or termination of this Contract caused by any contingency beyond their control, including but not limited to war or insurrection (whether declared or not); plague, epidemic, pandemic, outbreaks of infectious disease, or any other public health crises, including but not limited to quarantine or other restrictions as directed by state or federal government; compliance with any law or governmental order, rule, regulation or direction; strikes or lockouts by either party's own employees; walkouts by either party's own employees; fires; natural calamities; riots; or requirements of governmental agencies.
- 32. Indemnity and Hold Harmless.** Contractor shall defend, indemnify, and hold harmless the District, its officers, agents, and employees against all liability, loss, costs, or expenses, including attorney fees, and against all claims, actions, or judgments based upon or arising out of damage or injury (including death) to persons or property caused by any act or omission of an act sustained in any way in connection with the performance of this Contract or by conditions created thereby, or based upon violation of any statute, ordinance, or regulation. This contractual indemnity provision does not abrogate common law or statutory liability and indemnification to the District, but is in addition to such common law or statutory provisions.
- 33. Insurance.** Contractor shall provide insurance in accordance with Exhibit F.
- 34. Waiver.** Waiver of any default under this Contract by the District shall not be deemed to be a waiver of any subsequent default or a modification of the provisions of this Contract.



- 35. Governing Law.** The provisions of this Contract shall be construed in accordance with the laws of the State of Oregon and rules of the District. Any legal action involving any question arising under this Contract must be brought in Washington County Circuit Court. If the claim must be brought in a federal forum, then it shall be brought and conducted in the United States District Court for the District of Oregon.
- 36. Severability.** If any term or provision of this Contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if this Contract did not contain the particular term or provision held to be invalid.
- 37. Merger Clause.** This Contract and the attached exhibits constitute the entire agreement between the Parties. All understandings and agreements between the Parties and representations by either party concerning this Contract are contained in this Contract. No waiver, consent, modification, or change in the terms of this Contract shall bind either party unless in writing and signed by both Parties. Any written waiver, consent, modification, or change shall be effective only in the specific instance and for the specific purpose given.
- 38. Antidiscrimination Clause.** Contractor must comply with all applicable requirements of federal and state civil rights law and rehabilitation statutes and shall not discriminate based on race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, source of income, or political affiliation in programs, activities, services, benefits, or employment. Contractor shall not discriminate against minority-owned, women-owned, emerging small businesses, or a business that is owned by a service-disabled veteran.
- 39. Attorney Fees.** If a suit or action is filed to enforce any of the terms of this Contract, the prevailing party shall be entitled to recover from the other party any sum that a court, including any appellate court, may adjudge reasonable as attorney fees, in addition to costs and disbursements provided by statute. In the event the prevailing party is represented by “in-house” counsel, the prevailing party shall nevertheless be entitled to recover reasonable attorney fees based upon the reasonable time incurred and the attorney fee rates and charges reasonably and generally accepted in the metropolitan Portland, Oregon, area for the type of legal services performed.
- 40. Rule of Construction.** The rule of construction that a contract is construed against the drafter shall not apply to any dispute over the interpretation of application of this Contract.
- 41. Notices.** All notices or demands of any kind required or desired to be given by the District or Contractor must be in writing and shall be deemed delivered upon depositing the notice or demand in the United

States mail, certified or registered, postage prepaid, addressed to the respective party at the addresses noted below.

---

Tigard-Tualatin School  
District Attn: Jesscia Seay  
6960 SW Sandburg St  
Tigard, OR 97223  
503-431-4000  
jseay@ttsd.k12.or.us

Contractor \_\_\_\_\_  
Attn \_\_\_\_\_  
Address \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Email \_\_\_\_\_

- 42. Authority.** Contractor represents and warrants to the District that it has the authority to provide the services under this Contract.

**SIGNATURES ON THE NEXT PAGE**

## Professional/Personal Services Contract

## **STATEMENT OF WORK, COMPENSATION, AND PAYMENT TERMS**

1. Contractor shall perform the following work:
2. The maximum total payment under this Contract, including expenses:
3. The District shall pay Contractor on the following basis:
4. If payment terms and conditions are different than identified in section 9:





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

DATE: November 4, 2024  
TO: Board of Directors  
FROM: Jarvis Gomes  
RE: Grant Application Approval - Endorsing Student Transportation of America (STA) Electric School Bus Application

EXPLANATION:

Student Transportation of America (STA) will be applying for electric school buses through the Environmental Protection Agency Clean School Bus Program. STA is seeking signature and support from the Tigard-Tualatin School District on the “School Board Awareness Certification”. The form states:

*The intent of this form is to ensure awareness of all parties involved in the potential new bus project. This form is not binding, meaning that applicants do not need to fully commit to proceeding with the potential new bus project if selected for funding.*

Receipt of grant funds through this program is covered by the district’s transportation contract and most likely will include a financial incentive for the contract.

PRESENTER: Jarvis Gomes, Operations Administrator  
Jessica Seay, Chief Financial Officer

SUPPLEMENTARY MATERIALS: 2024 Clean School Bus (CSB) Rebate Program School Board Awareness Certification

RECOMMENDATION: Approve the support for Student Transportation of America to apply for the EPA Clean School Bus Program grant.

PROPOSED MOTION: I approve to support for Student Transportation of America to apply for the EPA Clean School Bus Program grant.

## 2024 Clean School Bus (CSB) Rebate Program School Board Awareness Certification

The intent of this form is to ensure awareness of all parties involved in the potential new bus project. This form is not binding, meaning that applicants do not need to fully commit to proceeding with the potential new bus project if selected for funding. This early communication is meant to provide notice and the EPA fully expects that awardees and their appropriate school board will have additional communications as needed as part of the award acceptance process.

For this form, an authorized representative may include, for example, the Superintendent or their representative, who could sign the form after notifying an appropriate person at the Board of the application for the potential new bus project.

By signing, I certify that I am an Authorized Representative for [School Board Name] and that [Student Transportation of America] (Applicant) has made us aware that [Student Transportation of America] is applying for 2024 Clean School Bus Rebate Program funding for [School District Name]. I also certify that, in discussions with [Student Transportation of America], we have discussed the number of buses for replacement, the fuel type of the new buses, and which party will own the new buses.

### School Board Authorized Representative

<hr/>		
<hr/>		<hr/>
<i>School Board Authorized Representative Name (Print)</i>		<i>Authorized Representative Signature</i>
<hr/>		
<hr/>	<hr/>	<hr/>
<i>Authorized Representative Title</i>	<i>Phone Number</i>	<i>Email</i>

### School District Authorized Representative

<hr/>		
<hr/>		<hr/>
<i>School District Authorized Representative Name (Print)</i>		<i>Authorized Representative Signature</i>
<hr/>		
<hr/>	<hr/>	<hr/>
<i>Authorized Representative Title</i>	<i>Phone Number</i>	<i>Email</i>

### Applicant Authorized Representative

<hr/>		<hr/>
<i>Rachel Lane</i>		<i>Rachel Lane</i>
<i>Applicant Authorized Representative Name (Print)</i>		<i>Authorized Representative Signature</i>
<hr/>		
<hr/>	<hr/>	<hr/>
<i>VP - Electrification and Sustainability, STA</i>	<i>732-272-3919</i>	<i>rlane@ridesta.com</i>
<i>Authorized Representative Title</i>	<i>Phone Number</i>	<i>Email</i>