

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

Board Meeting Agenda
Tuesday, November 12, 2024
5:15 PM

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

1. **5:15 PM - Executive Session**
 - A. Call to Order Executive Session
Presenter: Ivette Pantoja
Time: 5:15 PM
 - B. ORS 192.660(2)(d) - Labor Negotiator Consultation
Presenters: Michelle Morrison / Brian Haats / Martha Rodriguez Siordia
Time: 5:15 PM, 30 minutes
 - C. Recess Executive Session
Presenter: Ivette Pantoja
Time: 5:45 PM
2. **6:00 PM - Work Session**
 - A. Call to Order
Presenter: Ivette Pantoja
Time: 6:00 PM
 - B. Calendar Feedback Survey Results Update 4
Presenter: Brian Haats
Time: 6:00 PM, 15 minutes
 - C. Discuss Budget Committee Applications / Introduce Applicants 5
Presenter: Michelle Morrison
Time: 6:15 PM, 15 minutes
 - D. PLACEHOLDER: OSBA Conference Reports
Presenter: Ivette Pantoja
Time: 6:30 PM, 15 minutes
 - E. Recess Work Session
Presenter: Ivette Pantoja
Time: 6:45 PM
3. **7:00 PM - Regular Session**
 - A. Call to Order and Flag Salute
Presenter: Ivette Pantoja
Time: 7:00 PM, 5 minutes
 - B. Land Acknowledgment 6
Presenter: Ivette Pantoja
Time: 7:05 PM, 5 minutes
 - C. Approval of Agenda
Presenter: Ivette Pantoja
Time: 7:10 PM, 5 minutes
SAMPLE MOTION: *I move that the Board of Directors approve the agenda as printed.*
 - D. Consent Agenda
Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.

Presenter: Ivette Pantoja
Time: 7:15 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors approve the Consent Agenda as printed

1. Approve Minutes of October 22, 2024, Board Meeting 7
2. Approve Routine Personnel Matters 12
3. Accept Gifts and Donations 13

E. Audience Time

Presenter: Ivette Pantoja
Time: 7:20 PM, 15 minutes

F. Reports

1. Legislative Advocacy Update FI

Presenter: Beth Graser

Time: 7:35 PM, 15 minutes

2. Financial Report

Presenter: Michelle Morrison

Time: 7:50 PM, 5 minutes

G. Action Items

1. Appoint Budget Committee Members

Presenter: Michelle Morrison

Time: 7:55 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors appoint the slate of candidates identified during the work session to the vacant positions on the Budget Committee as follows:

- **Appoint _____ to position 3, which expires on June 30, 2027**

- **Appoint _____ to position 4, which expires on June 30, 2027**

2. Elect Members to Oregon School Boards Association (OSBA) Board of Directors

Presenter: Ivette Pantoja

Time: 8:00 PM, 5 minutes

SAMPLE MOTION:

- **I move that the Board of Directors cast its vote for Kristy Kottkey (FGSD) for the OSBA Board of Directors, position 15.**
- **I move that the Board of Directors cast its vote for Nancy Thomas (HSD) for the OSBA Board of Directors, position 20.**
- **I move that the Board of Directors approve Resolution 1 to amend the OSBA dues schedule.**
- **I move that the Board of Directors approve Resolution 2 to create the Oregon School Board Members PRIDE Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee.**
- **I move that the Board of Directors approve Resolution 3 to adopt the proposed amendments to the OSBA Bylaws.**

H. HCU / HEA Reports

Presenter: Ivette Pantoja

Time: 8:05 PM, 10 minutes

I. Discussion Time

Presenter: Ivette Pantoja

Time: 8:15 PM, 15 minutes

1. OSBA Conference Report
2. Student Representatives' Time
3. Superintendent's Time
4. Board of Directors' Time

- J. Adjourn Board Meeting
Presenter: Ivette Pantoja
Time: 8:30 PM
- K. Next Meetings of the Board of Directors:
 - December 10, 2024, Board Work / Regular Session
 - January 14, 2025, Board Work Session

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

HILLSBORO SCHOOL DISTRICT 1J
November 12, 2024
CALENDAR FEEDBACK SURVEY RESULTS UPDATE

SITUATION

The Board will receive an update about the calendar survey that was shared with staff and community. Data and compilation of comment trends will be provided in to support the Board in their next steps around the 2025-26 school calendar.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen and ask any questions they may have regarding the update.

HILLSBORO SCHOOL DISTRICT 1J
November 12, 2024
DISCUSS BUDGET COMMITTEE APPLICATIONS / INTRODUCE APPLICANTS

SITUATION

State law and policy DBEA provide for the establishment of a Budget Committee to review the District’s proposed budget. The Hillsboro School District Budget Committee consists of seven members appointed by the Board, plus the seven elected Board members. To be eligible for appointment, Budget Committee members must live and be registered to vote in the District, and must not be officers, agents, or employees of the District. The appointed positions are for three-year terms, with staggered expiration dates.

Budget Committee positions 3 and 5 are currently vacant, having expired on June 30, 2024. Position 4 is expired after successful term completion and Kristine Adams-Wannberg has applied for reappointment. (Oregon law provides that if an appointive member is unable to serve the full term for which the member was appointed, or an appointive member resigns prior to completion of the term, the governing body shall fill the vacancy by appointment for the unexpired term (ORS 294.414).)

<u>POSITION</u>	<u>EXPIRES</u>	<u>WAS HELD BY</u>	<u>NOTES</u>
3	June 30, 2027	VACANT	Position 3 was appointed and vacated in the 2022-23 school year.
4	June 30, 2027	EXPIRED	This position expired and Kristine Adams-Wannberg has applied for reappointment.
5	June 30, 2027	VACANT	Position 5 has been vacant for an extended period of time.

Vacancies on the Budget Committee were publicly announced in June, and applications were received through November 1, 2024. The following candidates submitted applications:

- Gaby Villegas (new applicant)
- Kristine Adams-Wannberg (incumbent)

During tonight’s work session, the Board is scheduled to review the Budget Committee applications, and applicants will have an opportunity to share an interest statement. The Board will then select candidates for appointment during the regular session.

RECOMMENDATION

The Superintendent recommends that the Board of Directors review and discuss the Budget Committee applications, meet the applicants, and select candidates for appointment during the regular session.

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

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

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

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

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

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

October 22, 2024

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

1. Executive Session

<u>Board Present:</u>	<u>Staff Present:</u>
Ivette Pantoja, Chair	Travis Reiman, Superintendent
Mark Watson, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, District Communications Officer
Patrick Maguire	Michelle Morrison, District Financial Officer
Nancy Thomas	Saideh Haghighi Khochkhou, District Operations Officer
Monique Ward, virtual	Jordan Beveridge, District Information Technology Officer
	Brian Haats, Director of Human Resources
<u>Others Present:</u>	Martha Rodriguez Siordia, Director of Human Resources
Brian Hungerford, District Counsel	Rose Roman, Executive Assistant to the Superintendent

- A. Call to Order Executive Session
Board Chair Ivette Pantoja called the meeting to order at 5:15 PM, and moved the Board into executive session under 192.660(2)(d) - Labor Negotiator Consultation

- B. ORS 192.660(2)(d) - Labor Negotiator Consultation
Michelle Morrison District Financial Officer, District Counsel Brian Hungerford, Cabinet members and Board members discussed labor negotiations.

- C. Recess Executive Session
Board Chair Ivette Pantoja moved the Board out of executive session and recessed the meeting at 5:52 PM.

2. WORK SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Ivette Pantoja, Chair	Travis Reiman, Superintendent
Mark Watson, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, District Communications Officer
Patrick Maguire	Michelle Morrison, District Financial Officer
Nancy Thomas	Saideh Haghighi Khochkhou, District Operations Officer
Monique Ward, virtual	Jordan Beveridge, District Information Technology Officer
	Francesca Sinapi, District Equity, Access & Engagement Officer
<u>Student Representatives Present:</u>	Brian Haats, Director of Human Resources
Gwen Kondor, virtual	Jenny Cary, Coordinator of Mental and Behavioral Health
Kal Sibbel	Chelsea Grant, Director of Student Services
Abe Staffa	Rose Roman, Executive Assistant to the Superintendent
	Ciara Hartzell, Technology Support
	John Garcia, Technology Support
	Mary Kay Babcock, HEA President

- A. Call to Order
Board Chair Ivette Pantoja called the meeting to order at 6:00 PM

- B. Supports in Response to Challenging Student Behavior
Assistant Superintendent Brooke Nova introduced the topic. Director of Student Services Chelsea Grant, Behavioral Health Jenny Cary and District Equity, Access & Engagement Officer Francesca Sinapi provided additional information. Board members and student representatives asked questions and made comments.

- C. Statewide Assessment Update
Assistant Superintendent Audrea Neville gave a statewide assessment update. Board members asked questions and provided comment.

- D. Recess Work Session
Board Chair Ivette Pantoja recessed at 7:03 PM.

3. **REGULAR SESSION**

Board Present:	Staff Present:
Ivette Pantoja, Chair	Travis Reiman, Superintendent
Mark Watson, Vice Chair	Audrea Neville, Assistant Superintendent, School Performance
See Eun Kim	Brooke Nova, Assistant Superintendent, Academic Services
Erika Lopez	Beth Graser, District Communications Officer
Patrick Maguire	Michelle Morrison, District Financial Officer
Nancy Thomas	Saideh Haghighi Khochkhou, District Operations Officer
Monique Ward, virtual	Jordan Beveridge, District Information Technology Officer
	Francesca Sinapi, District Equity, Access & Engagement Officer
Student Representatives Present:	Brian Haats, Director of Human Resources
Gwen Kondor, absent	Mia Hocking, Manager - Resource Conservation
Kal Sibbel	Rose Roman, Executive Assistant to the Superintendent
Abe Staffa	Ciara Hartzell, Technology Support
	John Garcia, Technology Support

- A. Call to Order and Flag Salute
Board Chair Ivette Pantoja reconvened the meeting at 7:11 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement
Board Chair Ivette Pantoja read the Land Acknowledgement and interpretation services message.
- C. Proclamations
1. Native American Heritage Month
Director Erika Lopez read the Native American Heritage Month Proclamation.
 2. American Education Week
Director See Eun Kim read the American Education Week Proclamation.
 3. National Education Support Professionals Day
Director Monique Ward read the National Education Support Professionals Day Proclamation.
- D. Approval of Agenda
Director Nancy Thomas MOVED, SECONDED by Director Erika Lopez, to approve the agenda as printed.
- The MOTION CARRIED (7-0).
- No further discussion took place.
- E. Consent Agenda
Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.
- Director Erika Lopez MOVED, SECONDED by Director Nancy Thomas, to approve the Consent Agenda as printed.

The MOTION CARRIED (7-0).

No discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of September 24, 2024, Board meeting
2. Approve Minutes of October 8, 2024, Board Meeting
3. Approve Routine Personnel Matters
4. Accept Gifts and Donations

F. Audience Time

Seven audience members requested to address the Board: Una Maher, Janet Phillips, David Juster, Zacary Clark, Holly Clark, Darren Battaglia and Katie Rhyne.

G. Reports and Discussions

1. Better Building Challenge

District Operations Officer Saideh Haghighi Khochkhoh introduced the topic. Manager - Resource Conservation Mia Hocking presented on the Better Building Challenge.

2. October 1, 2024, Enrollment Report

Director of Human Resources Brian Haats provided the October 1st enrollment update. Board members asked questions and provided comment.

3. Strategic Plan and Integrated Guidance Update

Assistant Superintendent Brooke Nova, Financial Officer Michelle Morrison, and District Communications Officer Beth Graser gave the Strategic Plan and Integrated Guidance Update. Board members asked questions and provided comment.

4. Financial Report

Financial Officer Michelle Morrison gave the financial report.

H. HCU / HEA Reports

HEA President Mary Kay Babcock gave the HEA report.
HCU Secretary Tiffany St. Claire-King gave the HCU report.

I. Discussion Time

1) Student Representatives' Time

Abe Staffa commented on the learning opportunities at the meeting.
Kal Sibbel thanked the speakers for coming.

2) Superintendent's Time

Superintendent Travis Reiman thanked the public for coming, thanked the bargaining teams, highlighted Hispanic Heritage month event at SMMS, the Union Pacific Railroad welding program at Glencoe High School, and OSBA legislative priority event at NWRESD. He also thanked Director Nancy Thomas for her work at OSBA.

3) Board of Directors' Time

Director Monique Ward thanked the presenters, thanked the community members for the calendar feedback, thanked the teachers for sharing their concerns, and looks forward to getting information on class size. She highlighted the book that the Board

received and encouraged other Board members to read it. She also reminded everyone to vote.

Director Erika Lopez highlighted the importance of legislative advocacy and told the audience that the Board is listening and wants the best for staff and students.

Director See Kim thanked the audience for being here and sharing their stories. She shared that the Board are here to champion our students, here to support staff, and encouraged everyone to continue to share their stories and join us in advocating to our legislator.

Director Nancy Thomas thanked the unions for their presence tonight. She highlighted OSBA and thanked teachers and staff for their service.

Director Patrick Maguire discussed the union member asks and thanked them for being here.

Board Vice Chair Mark Watson thanked the audience for being here tonight, requested a field trip to the construction program at Glencoe High School, thanked the public for their comments on the calendar, highlighted the OSBA legislative advocacy meeting.

Board Chair Ivette Pantoja thanked the audience for coming, thanked staff for educating her on legislative advocacy work that needs to happen, thanked the Board for their work, and highlighted the Hispanic Heritage event at SMMS.

J. Adjourn Meeting

Chair Ivette Pantoja adjourned the meeting at 9:40 PM.

HILLSBORO SCHOOL DISTRICT 1J
November 12, 2024
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

- A. Ratify the acceptance of the resignation of the following administrator personnel:

Michelle Morrison

Assignment: 1.0 FTE District Financial Officer
Location: Administration Center – Business Office
Effective Date: January 6, 2025

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

Miranda Kessler

Assignment: 1.0 FTE 2nd Grade Teacher
Location: W.V. McKinney Elementary School
Effective Date: November 1, 2024

Piedad Mayagoitia

Assignment: 1.0 FTE Science Dual Language Teacher
Location: Hillsboro High School
Effective Date: January 30, 2025

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

Suzanne Hawthorne

Education: MA – George Fox University, Newberg, OR
Experience: 3 years
Assignment: 1.0 FTE 2nd Grade Teacher – W. V. McKinney
Elementary School

HILLSBORO SCHOOL DISTRICT 1J
November 12, 2024
ACCEPT GIFTS AND DONATIONS
(as of October 31, 2024)

SITUATION

District Policy KH states that the District may receive donations of gifts that may serve to enhance and extend the work of the District, subject to Board approval. Individuals who desire to make contributions are encouraged to consider donations for equipment or services that are not likely to be acquired from public fund expenditures. The purpose of this report is to describe to the Board the donations received that are valued at \$5,000 or more.

On October 25, 2024, Lenox Elementary received a \$10,000 donation from Renaissance Charitable Foundation Inc. to be used at the school's discretion.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
November 12, 2024
LEGISLATIVE ADVOCACY UPDATE

SITUATION

The Oregon Legislature will enter into a full Legislative Session on January 21, 2025. During this session, elected officials will consider hundreds of bills, as well as determine the state's budget for the 2025-27 biennium.

In previous work sessions, the Board discussed legislative priorities and developed a slate of the top issues.

Tonight, there will be a broader discussion about how these materials and others can be used for advocacy purposes.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listen to the Legislative Advocacy update and ask any questions they may have.

