HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
August 12, 2025
District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. BOARD RETREAT

Board Present:	**Staff Present:**
Ivette Pantoja, Chair	Travis Reiman, Superintendent
See Eun Kim, Vice Chair, absent	Audrea Neville, Assistant Superintendent, School Performance
Yessica Hardin Mercado	Brooke Nova, Assistant Superintendent, Academic Services
Patrick Maguire	Beth Graser, District Communications Officer
Katie Rhyne	Kona Lew-Williams, District Human Resources Officer
Nancy Thomas	Scott Harrison, Chief Financial Officer
Mark Watson	Francesca Sinapi, District Equity, Access, Engagement Officer
	Derek Brown, District Information & Technology Officer
Student Representatives Present:	Saideh Haghighi Khochkhou, District Operations Officer
Nicole Ayala Congachi	Rusty Bingham, Executive Director of Transportation
Hazel Cleveland	Willow Grossen, Elementary School Principal
Jocelyn Trejo-Reyes	Stacey Hutchinson, High School Assistant Principal
	Rose Roman, Executive Assistant to the Superintendent
HSD Calendar Committee:	Ciara Hartzell, Technology Support
Olga Acuna	Mary Kay Babcock, HEA President
Mary Kay Babcock	David Eggleston, HCU President
Stacey Hutchinson	
Roger Will	

A. Call to Order
Board Chair Ivette Pantoja called the meeting to order at 8:08 AM.

B. Team-Building Activity
District Equity, Access, Engagement Officer Francesca Sinapi and District Information & Technology Officer Derek Brown led the team building activity. Board and Cabinet members discussed the DISC assessment and participated in a group activity.

C. Setting the Stage: School Year 2025-26 / Legislative Updates
Superintendent Travis Reiman introduced the topic, discussed US, World, and State of Oregon context, Oregon legislature and the 2025 session, advocacy, highlighted summer school, and highlighted results from the strategic plan. Board members asked questions and made comments.

D. Budget Preview
Chief Financial Officer Scott Harrison gave an update on 2025-26 financial outlook and trends. Board members asked questions and made comments.

E. Long Range Planning - Bond Development Preview and Timeline
District Communications Officer Beth Graser reminded the Board about the consultants, discussed the long-range planning upcoming meeting schedule, recruitment for the bond development committee, and upcoming dates. Board members asked questions and made comments.

F. Break
Board Chair Ivette Pantoja excused the Board for a break at 9:35 AM, returning at 9:46 AM.

G. Strategic Plan Update
District Communications Officer Beth Graser introduced the topic and discussed performance target #1 for 2024-25, performance target #3 action plan reflection and extracurricular participation, performance target #4 action plan reflection and 9th grade on-track, and implementation status report. Assistant Superintendent Brooke Nova discussed performance target #1 action plan reflection, performance target #2 action plan reflection and attendance plans, performance target #5 action plan reflection and 4-year graduation, and celebrations and opportunities for growth. Board members asked questions and made comments.

H. Focus Areas and School Improvement Planning (SIP) for 2025-26 School Year
Assistant Superintendent Audrea Neville discussed focus areas, school improvement plan template, and focus areas for 2025-26. Board members asked questions and made comments.

I. Cognia Update
Assistant Superintendent Brooke Nova reminded the Board about what the Cognia accreditation is, why we do it, how it ties to the HSD Strategic Plan, performance standards, look fors, and invited the Board to participate in the Cognia process. Board members asked questions and made comments.

J. Cell Phone Guidance
Assistant Superintendent Audrea Neville shared information on the Governor's executive order, shared a copy of the OSBA sample policy and administrative regulation, shared potential dates for first read, adoption, and implementation, key highlights on the upcoming policy, and next steps. Board members and student representatives asked questions and made comments.

K. Calendar Committee Update
District Human Resources Officer Kona Lew-Williams introduced the topic. Calendar committee members Olga Acuna, Mary Kay Babcock, Stacey Hutchinson, and Roger Will discussed the committee findings. Board members asked questions and made comments.

L. Introduction of New Administrators
District Human Resources Officer Kona Lew-Williams introduced new administrators Executive Director of Transportation Rusty Bingham, Atfalati Ridge Elementary School Principal Willow Grossen, Liberty High School Assistant Principal Stacey Hutchinson and District Information & Technology Officer Derek Brown.

M. Recess Meeting
Board Chair Ivette Pantoja recess the meeting at 11:51 AM.

N. Lunch Break with New Administrators
Lunch break from 11:51 AM until 12:21 PM.

O. Reconvene Meeting
Board Chair Ivette Pantoja reconvened the meeting at 12:21 PM.

P. Partnership Updates

District Communications Officer Beth Graser introduced the topic and discussed the Hillsboro Schools Foundation Memorandum of Understanding. Superintendent Travis Reiman provided background knowledge on the MOU. District Operations Officer Saideh Haghighi Khochkhou discussed the SRO program, introduced the officers and what schools they cover, community engagement and relationship building, calls for service, survey results, opportunities for growth, and intergovernmental agreement (IGA) review & renewal. Board members asked questions and made comments.

Q. Technology Update

District Information & Technology Officer Derek Brown introduced technology department leadership team, new applications (Blocksi and ParentSquare) being used this year. Board members asked questions and made comments.

R. Equity Update

District Equity, Access, Equity, Access, & Engagement Officer Francesca Sinapi gave an update on the three year Equity, Access, & Engagement timeline, District level support, family engagement and PAC support, school based support, school based family engagement support, SD Strategic Plan Accountability, continued efforts to elevate students, families and historically marginalized staff, process to drive equity mind mapping in schools, department educational equity plan overview, and discussed the Educational Equity Advisory Committee. Board members asked questions and made comments.

S. Superintendent Committees

Executive Assistant to the Superintendent Rose Roman presented the Superintendent Committees spreadsheet and asked Board members to sign up for positions. Board members asked questions and made comments.

T. CCAC Work Plan

Assistant Superintendent Brooke Nova introduced the CCAC team, the responsibilities, the year's draft work plan, and the Board assignment to CCAC.

U. Budget Committee Update

Chief Financial Officer Scott Harrison discussed openings on the Budget Committee.

V. Break

Board Chair Ivette Pantoja excused the Board for break at 1:48 PM, returning at 2:00 PM.

W. Superintendent Evaluation 2025-26

Board Chair Ivette Pantoja proposed using OSBA for the Superintendent Evaluation this year. Board members provided feedback and agreed to use OSBA again this year.

X. Superintendent Goals 2025-26

Superintendent Travis Reiman discussed his proposed goals for the 2025-26 year. Board members asked questions and made comments.

Y. Board goals 2025-26

Board Chair Ivette Pantoja led the discussion on Board goals for 2025-26. Board members provided suggestions and discussed options for changing goals.

Z. Board Working Agreements

Board members discuss the Board working agreements. No suggestions were made.

AA. Board / Superintendent Communication

Superintendent Travis Reiman discussed communication between the Board and Superintendent. Board members asked questions and made comments.

BB. Board Budget

Chief Financial Officer Scott Harrison gave a brief overview of the Board budget for the 2025-26 school year. Board members asked questions and made comments.

CC. Board Conferences

Board Chair Ivette Pantoja discussed Board conferences for the 2025-26 school year, including the OSBA annual convention in Portland and not attending the annual NSBA convention. Board members asked questions and made comments.

DD. Board Meeting Planning

Board members offered suggestions for potential meeting topics for the year.

EE. Discussion Time

1. Student Representatives' Time

   Nicole Ayala Congachi looked forward to a great year and thanked the Board for the opportunity, and gave a shoutout to the arts programs.
   Hazel Cleveland thanked the Board for the opportunity.
   Jocelyn Trejo-Reyes thanked the Board for the opportunity and asked a question about the SRO program.

2. Superintendent's Time

   Superintendent Travis Reiman welcomed everyone back, thanked the Cabinet for their work, and thanked the Directors for attending OSBA Summer Board last weekend.

3. Board of Directors' Time

   Director Yessica Hardin Mercado thanked staff for the presentations, welcomed student representatives, and highlighted the OSBA conference.
   Director Nancy Thomas highlighted the OSBA conference, looked forward to the upcoming year, and welcomed the student representatives.
   Director Mark Watson welcomed the new board members, highlighted the OSBA conference, welcomed student representatives and discussed mentoring, and reminded the Board that legislative work doesn't end even when the legislature isn't in session.
   Director Katie Rhyne thanked staff for their work putting together today's information, welcomed the student representatives, and highlighted OSBA and thanked HSD for sending the Board.
   Director Patrick Maguire looked forward to the new year.
   Director Ivette Pantoja thanked the Cabinet for their work, highlighted OSBA and shared a story from the conference, and looked forward to the new year.

FF. Adjourn Board Retreat

Board Chair Ivette Pantoja adjourned the Board Retreat at 3:25 PM.

2. *Executive Session*

Board Present:	Staff Present:
Ivette Pantoja, Chair	Travis Reiman, Superintendent
See Eun Kim, Vice Chair, absent	Audrea Neville, Assistant Superintendent, School Performance
Yessica Hardin Mercado	Brooke Nova, Assistant Superintendent, Academic Services
Patrick Maguire	Beth Graser, District Communications Officer
Katie Rhyne	Kona Lew-Williams, District Human Resources Officer
Nancy Thomas	Scott Harrison, Chief Financial Officer
Mark Watson	Francesca Sinapi, District Equity, Access, Engagement Officer
	Derek Brown, District Information & Technology Officer
	Saideh Haghighi Khochkhou, District Operations Officer
	Rose Roman, Executive Assistant to the Superintendent

A. Call to Order Executive Session
Board Chair Ivette Pantoja called the meeting to order at 3:34 PM, and moved the Board into executive session under 192.660(2)(e) - Real Property

B. ORS 192.660(2)(e) - Real Property
Chief Financial Officer Scott Harrison introduced the topic, gave an update on status on real property. District Operations Officer Saideh Haghighi Khochkhou provided an update on real property. Board members asked questions and made comments.
Assistant Superintendent Brooke Nova gave an update on the status of another real property. District Operations Officer Saideh Haghighi Khochkhou provided an update on real property. Chief Financial Officer Scott Harrison gave a financial update on the real property. Superintendent Travis Reiman provided additional information. Board members asked questions and made comments.

C. Recess Executive Session
Board Chair Ivette Pantoja moved the Board out of executive session and recessed the meeting at 4:20 PM.



Approved September 23, 2025