

**HILLSBORO SCHOOL DISTRICT 1J BOARD OF DIRECTORS**  
Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, OR

**Board Meeting Agenda**  
**December 8, 2020**  
**5:15 PM**

**1. 5:15 PM - Work Session**

- A. Budget Committee Applications 5  
Presenter: Michelle Morrison  
Time: 5:15 PM, 10 minutes
- B. Native American PAC Report 7  
Presenter: Travis Reiman  
Time: 5:25 PM, 30 minutes
- C. Social, Emotional, and Behavioral Health Plan 8  
Presenter: Brooke Nova  
Time: 5:55 PM, 15 minutes
- D. Bilingual Program 2020-21 Update 9  
Presenters: Dayle Spitzer / Arcema Tovar  
Time: 6:10 PM, 30 minutes
- E. Support Services Report 10  
Presenter: Casey Waletich  
Time: 6:40 PM, 15 minutes
- F. Recess Board Meeting  
Presenter: Erika Lopez  
Time: 6:55 PM

**2. 7:00 PM - Regular Session**

- A. Call to Order and Flag Salute  
Presenter: Erika Lopez  
Time: 7:00 PM, 5 minutes
- B. Approval of Agenda  
Presenter: Erika Lopez  
Time: 7:05 PM, 5 minutes
- C. Audience Time  
Presenter: Erika Lopez  
Time: 7:10 PM, 5 minutes
- D. Consent Agenda  
*Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.*  
Presenter: Erika Lopez  
Time: 7:15 PM, 5 minutes
  - 1. Approve Minutes of November 17, 2020, Board Meeting 17
  - 2. Approve Routine Personnel Matters
  - 3. Approve Policies
    - a. A/B: Board Governance and Operations
    - 1) ACB: All Students Belong

Presenter: Travis Reiman

2) ACB-AR: Bias Incident Complaint Procedure  
Presenter: Travis Reiman

b. G: Personnel

1) GBDA: Expression of Milk or Breast-feed in the  
Workplace  
Presenter: Kona Lew-Williams

2) GBEA: Workplace Harassment \*  
Presenter: Kona Lew-Williams

3) GBEA-AR: Workplace Harassment Reporting and  
Procedure  
Presenter: Kona Lew-Williams

4) GBEB: Communicable Diseases - Staff  
Presenter: Kona Lew-Williams

5) GBEB-AR: Communicable Diseases - Staff  
Presenter: Kona Lew-Williams

6) GBEDA: Drug and Alcohol Testing and Record Query  
- Transportation Personnel  
Presenter: Kona Lew-Williams

7) GBEDA-AR: Drug and Alcohol Testing and Record  
Query - Transportation Personnel  
Presenter: Kona Lew-Williams

c. J: Students

1) JHFF: Reporting Requirements Regarding Sexual  
Conduct with Students  
Presenters: Kona Lew-Williams / Dayle Spitzer

2) JHFF/GBNAA: Reporting Requirements for Suspected  
Sexual Misconduct with Students  
Presenters: Kona Lew-Williams / Dayle Spitzer

3) JHFF/GBNAA-AR: Suspected Sexual Conduct Report  
Procedures and Form  
Presenters: Kona Lew-Williams / Dayle Spitzer

E. Action Items

1. Elect Members to OSBA Board of Directors and Legislative Policy  
Committee  
Presenter: Erika Lopez

Time: 7:20 PM, 10 minutes

***SAMPLE MOTION: I move that the Board of Directors cast its vote for LeeAnn Larsen for the OSBA Board of Directors, position 15.***

2. City of Cornelius Municipal Code Revision

Presenter: Michelle Morrison

Time: 7:30 PM, 5 minutes

***SAMPLE MOTION: I move that the Board of Directors approve the change to Cornelius Municipal Code 3.35.030 that removes the "55 and over" residential requirement for affordable housing tax exemption applications.***

3. Adopt Legislative Priorities

Presenter: Beth Graser

Time: 7:35 PM, 10 minutes

***SAMPLE MOTION: I move that the Board of Directors adopt the proposed 2021-2023 legislative priorities.***

4. Appoint Budget Committee Applicants

Presenter: Michelle Morrison

Time: 7:45 PM, 5 minutes

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

5. Accept Comprehensive Annual Financial Report for 2019-2020

Presenter: Michelle Morrison

Time: 7:50 PM, 10 minutes

***SAMPLE MOTION: I move that the Board of Directors accept the Comprehensive Annual Financial Report for 2019-2020***

#### F. Reports and Discussion

1. Financial Report (*see written report*)

Presenter: Michelle Morrison

Time: 8:00 PM, 10 minutes

2. Construction Timeline for ES #29 (South Hillsboro Elementary School)

Presenter: Adam Stewart

Time: 8:10 PM, 10 minutes

#### G. Recess Board Meeting; Convene Meeting of the Local Contract Review Board (LCRB)

1. Local Contractors Review Board: Review Findings of Fact for Use of Design-Build for Construction of a New Building on an Existing Site

Presenter: Adam Stewart

Time: 8:20 PM, 10 minutes

***SAMPLE MOTION: I move that the Board of Directors, acting in the capacity of the Local Contract Review Board, review and approve the Findings of Fact supporting the use of the Design-Build method for the Pathways Center.***

#### H. Adjourn Local Contract Review Board Meeting

#### I. Policies - First Reading

*Policies that are scheduled for first reading are included in the Board meeting packet. Staff members will not formally present the first reading of policies, unless the Board requests information that is not already included in the Board meeting packet. If no public comments or questions are received regarding these policies during the review period, they may be placed on the consent agenda for approval during the next regular meeting.*

Presenter: Mike Scott

Time: 8:30 PM, 5 minutes

1. First Reading - Policies

a. G - Personnel

1) GBN/JBA - Sexual Harassment

Presenter: Kona Lew-Williams

2) GBN/JBA-AR(1) - Sexual Harassment Complaint  
Procedure

Presenter: Kona Lew-Williams

3) GBN/JBA-AR(2) - Federal Law (Title IX) Sexual  
Harassment Complaint Procedure

Presenter: Kona Lew-Williams

J. HCU / HEA Reports

Time: 8:35 PM, 10 minutes

K. Discussion Time

Time: 8:45 PM, 10 minutes

1. Student Representatives' Time

2. Superintendent's Time

3. Board of Directors' Time

L. Adjourn Regular Session

Presenter: Erika Lopez

Time: 8:55 PM

M. Next Meetings of the Board of Directors

- January 12, 2021, Work Session
- January 26, 2021, Work / Regular Session

**HILLSBORO SCHOOL DISTRICT 1J**  
**December 8, 2020**  
**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.

There are two Budget Committee positions to be filled:

<u>POSITION</u>	<u>EXPIRED</u>	<u>HELD BY</u>	<u>NOTES</u>
1	June 30, 2020	Christopher Clark	Appointed to a three-year term in 2018
2	June 30, 2020	Michael Smith	Appointed to a three-year term in 2018

Vacancies on the Budget Committee were publicly announced in June, and applications were received through November 20, 2020. One application for reappointment and seven new applications were received and are listed below with names linked to each candidate’s application for reference. All candidates have been verified as “Eligible.”

<b>Name</b>	<b>Race</b>	<b>Ethnicity</b>
<a href="#">Michael David Smith</a> (incumbent)	White	Not Hispanic/Latino
<a href="#">Eric Karl Muehter</a>	White	Not Hispanic/Latino
<a href="#">Linda Anne Seeley</a>	White	Not Hispanic/Latino
<a href="#">Emily Anne Snyder Gothard</a>	White	Not Hispanic/Latino
<a href="#">Caitlyn Joy Mitchel-Markley</a>	White	Not Hispanic/Latino
<a href="#">Patrick Douglas Sippel</a>	White	Not Hispanic/Latino
<a href="#">Kristine Adams-Wannaberg</a>	White	Not Hispanic/Latino
<a href="#">Dawn Marie Wallace</a>	White	Not Hispanic/Latino

During tonight's work session, the Board will review the Budget Committee applications, and applicants will have an opportunity to be introduced to Board members and share their reasons for applying to serve on the committee. The Board is scheduled to select two 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 complete the [Work Session Appointment Exercise](#).

**HILLSBORO SCHOOL DISTRICT 1J**  
**December 8, 2020**  
**NATIVE AMERICAN PARENT ADVISORY COMMITTEE (PAC)**  
**REPORT AND DISCUSSION**

**SITUATION**

The role of the Hillsboro School District's Native American (NA) Parent Advisory Committee (HSD PAC) is to advise HSD staff members on matters concerning planning, developing, administering, and evaluating of the District's Title VI program, and to consequently make recommendations regarding State policies and guidelines, project proposals, and other matters of interest to the NA PAC.

NA PAC engages with families whose students have tribal affiliation to gather input on district programs and policies and to provide educational and other culturally specific opportunities that promote community and lifelong learning. The PAC also collaborates with the District's Office of Federal Programs, which receives federal funds under the Every Student Succeeds Act (ESSA), in order to: 1) raise achievement for low-income and/or otherwise disadvantaged children; 2) provide access and opportunities for parent involvement; 3) increase family engagement in schools; and 4) enhance collaboration between educators and parents.

PAC members are parent volunteers generally representing schools serving high concentrations of students who are eligible to receive services under Title VI.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT 1J**  
**December 8, 2020**  
**SOCIAL, EMOTIONAL AND BEHAVIORAL HEALTH PLAN**

**SITUATION**

The Board of Directors will receive a review of updates to the Multi-Tiered Implementation Plan for Students, Staff and Families, Quarter 1 Connections and Outreach Data provided by our cross-sector team.

**Our goal** in the Hillsboro School District is to provide consistent, predictable and equitable Mental, Social and Emotional Health information, support and resources for all staff, students and families. We believe it is our responsibility as a PK-12 system to approach this work in a multi-tier approach with the expertise of our community partners.

**Our approach:** We are a diverse, cross-sector, collaborative team representing administrators, licensed educators, classified employees and community partners that work together to support our HSD community.

**RECOMMENDATION**

The Superintendent recommends the Board of Directors listen to the presentation and ask any questions they may have.

**HILLSBORO SCHOOL DISTRICT 1J**  
**December 8, 2020**  
**BILINGUAL PROGRAMS 2020-21 UPDATE**

**SITUATION**

Services for our Emerging Bilinguals continue to be a priority in the Hillsboro School District. Tonight's presentation will highlight the District's testing processes and instructional support for English Language Proficiency, the expansion of Dual Language programs, as well as the District's efforts to provide equity in education through bilingualism and biliteracy, grade level academic achievement, and social competency for our emergent bilinguals.

**RECOMMENDATION**

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

**HILLSBORO SCHOOL DISTRICT**  
**December 8, 2020**  
**ANNUAL SUPPORT SERVICES REPORT**

**SITUATION**

Each fall, Support Services provide an annual report of information for the past school year.

**FACILITIES AND MAINTENANCE**

- Facilities and Maintenance staff processed 5394 work orders during the 2019-20 school year.
- 317 work orders out of this total are still in process.
- Classroom wall project completed at McKinney elementary. This project was similar to the work completed at Eastwood and Minter Bridge where walls were installed to separate classrooms. This was a four and a half month carpentry project.
- Work orders are generated from buildings, fire inspection reports, safety inspections, safety meetings, staff and student accident reports, and general maintenance issues that arise.
- Staff develop a priority list of projects, taking into consideration building needs, long-term maintenance, health and safety, and immediate concerns.
- Using the priority listing of projects, District staff, architects, and other consultants develop cost estimates, specifications, and bid documents to start the identified projects.
- All annual testing has been completed for 20-21. Fire systems, Backflows, Stage Curtains, Fire Extinguishers, Fire Door Testing and all other required Environmental Testing.
- Due of Covid and remotely learning, HSD maintenance/custodial has been able to accomplish more projects on top of what is normally done throughout a typical year. These include painting both interior and exterior, stripping and waxing of floors and other custodial/maintenance projects that improve the overall atmosphere and learning environment of HSD buildings.
- Both maintenance and custodial have been working hard on making plans for making our schools ready for a safe return. HSD carpenters have been custom producing plexiglass barriers for office reception desks and other open workspaces, along with walking each site and coming up with a plan for moving furniture to allow for the safe distance required when students return to the classroom.
- Custodial Staff are currently cleaning and disinfecting to the current CDC standards along with supporting limited in person programs if one resides at their building.
- Facilities are now between two buildings. Building trades electrical, plumbing, HVAC and irrigation systems stayed at the Witch Hazel building while the carpenters, grounds, energy manager and facilities supervisor moved to the new Facilities and Support Services building

## **RESOURCE CONSERVATION**

- Energy conservation measures continue to manage overall energy consumption even during unprecedented circumstances. Standard energy conservation measures were effective during long break-periods. The 2019-2020 school year presented an opportunity to further manage energy consumption by responding with a plan of reduced schedules for our HVAC and lighting systems during the pandemic closure period.
- Since mid-March 2020, our management of building mechanical systems has resulted in a cost-avoided savings of **\$283,855** (Electric & Natural Gas). The implemented measures continue as the pandemic closure continues. Additional cost-avoided savings will be realized in the current 2020-2021 school year.
- These cost-avoidance savings represent a reduction of 3.3 million kWh of electricity and 90 thousand therms of natural gas.
- Bond construction projects, the Strategic Energy Management (SEM) program and efficient fixture purchases earned **\$276,000** in energy incentives.
- Portland, OR hosted the 10th annual Green Schools Conference & Expo March 2-4, 2020. HSD provided scholarships to six staff members to attend this conference. Funding for the scholarships earned by demonstrating incremental energy savings through the Energy Trust of Oregon.
- Management of waste disposal services during pandemic closure resulted in **\$5,000** cost-avoided savings. Additional cost-avoided savings will be realized in the current 2020-2021 school year.
- A pandemic signage program project began in June 2020. The district provided support to our student body by sourcing the 90% of all signage through the Century CTE lab and the district print shop.

## **NUTRITION SERVICES**

### Meal Participation

The information below shows student meal participation for 2019-20 at 2,045,307 a decrease of 612,402 student meals, or 23%, below the previous school year.

<b>Quick Facts</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>
Student Meals Served	2,045,307	2,657,709	2,804,075
Adult Meals Served	26,988	42,504	46,531

### **Nutrition Fund (277) Financial Highlights**

<b>Quick Facts</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>
Total Revenues	\$5,860,351	\$8,354,583	\$8,043,442
Total Expenditures	\$5,860,891	\$8,614,038	\$8,009,305
Increase / Decrease in Ending Fund Balance	<\$540>	<\$259,455>	\$34,137

Revenues and Expenses were greatly dysregulated by the COVID-19 pandemic that affected Nutrition Services operations beginning mid-March 2020. Revenue and Expenditures were adjusted based on the changes in program were uncharacteristically shifted to operate under the Summer Food Service Program (SFSP) in the Spring.

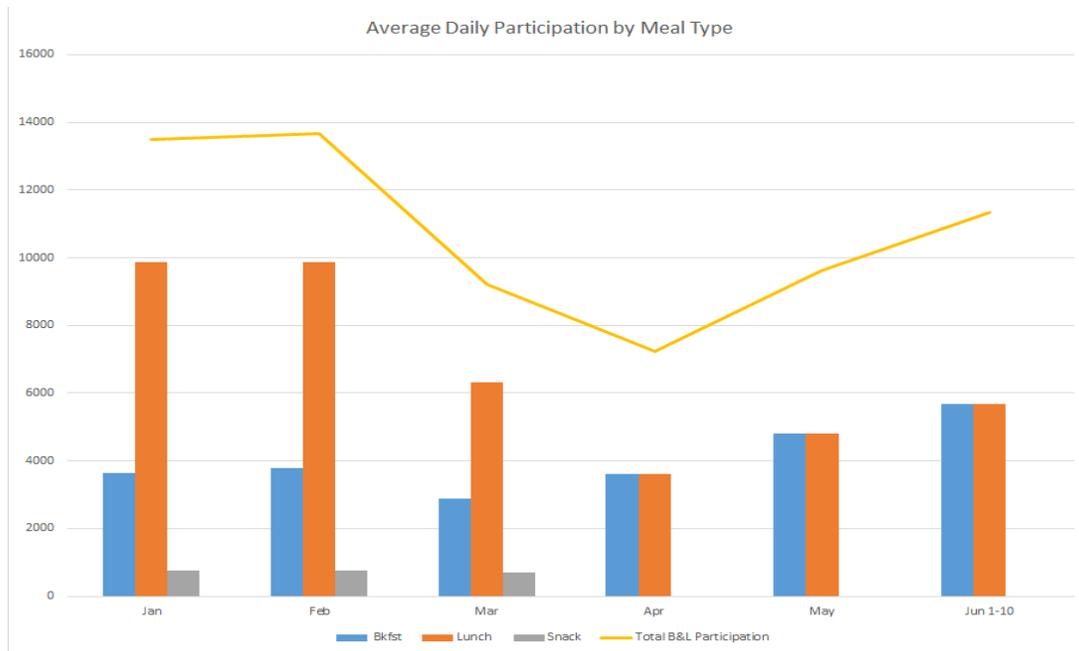
### **Summer Food Service Program (Fund 217) Financial Highlights**

<b>Quick Facts</b>	<b>2019-20</b>	<b>2018-19</b>	<b>2017-18</b>
Total Revenues	\$1,756,285	\$175,307	\$163,156
Total Expenditures	\$1,867,743	\$211,120	\$150,044
Increase / Decrease in Ending Fund Balance	<\$111,458>	<\$35,813>	\$13,112

### **Meal Participation**

Beginning March 16, Nutrition Service redistributed available staff to one of seven schools that offered drive up or walkup meals to students. Beginning April 1, in an attempt to reach more families, the district began delivering meals via 23 bus routes that canvassed the district delivering meals. This change in service model increased participation 56%. By the end of the school year, the average students served had changed from approximately 1900 students to over 4100 students per day.

The USDA and State of Oregon initiated numerable program flexibilities and rule waivers to enable HSD to offer meals to all students. The biggest flexibility was a waiver to area eligibility, which allowed HSD to deliver meals at no charge to students regardless of the economic status of the attendance area, enabling all students to receive meals at no cost.



The Liberty High School bakery continued to produce breakfast entrees and items already in inventory were prioritized that could be served in the new model.

Beginning in the 2017-18 school year, changes were instituted by the Oregon Legislature that restricted communication with students about meal balances, removed account charge limits, discontinued offering alternative meals, and requires the district to provide a meal for any student that asks; regardless of account balance or ability to pay for meals. These changes have continued to increase the negative accounts balance total each year since passage.

	2019-20	2018-19	2017-18	2016-17
<b>Total Negative Balances</b>	(\$159,312)	(\$108,228)	(\$28,453.45)	(\$1,120)
<b>GF Bad Debt* Write-off</b>	(\$65,140)	(\$21,608)	(\$9,792.75)	\$0
<b>Revenue Loss</b>	(\$94,172)	(\$86,620)	(\$18,660.70)	-\$1,120)

*\*bad debt is an unallowable cost per federal program rules*

Additionally, also included in the landmark Student Success Act (SSA) were provisions for the expansion of free meals offered to students. The two fundamental changes are:

- 1) Annual Income Eligibility Guidelines- The Confidential Free and Reduced-price meal program offers meals to households that earn up to 186% of the federal

poverty level by household size. The Oregon Expanded Eligibility Guidelines (OEIG) increased access for households up to 300% of the FPL.

- 2) Community Eligibility Provision (CEP) Supplement- CEP allows schools that are eligible to offer meals at no cost to all students enrolled regardless of eligibility based on assigned poverty factors of the student population. It was up to districts to determine participation in the program. This portion of the SSA specified a funding target of 90% of meals to be reimbursed at the free rate, enabling districts more confidence that the decision to offer CEP would not result in net losses. Due to this change and changes in student poverty data, HSD was able to extend free meals to eight (8) more schools, including South Meadows and Hillsboro High School.

HSD also utilized funding and programs to support the work including the Oregon Farm to School Grant, and allocating entitlement dollars to purchase fresh seasonal fruits and vegetables through the Department of Defense Fresh program.

The Nutrition Services Department is committed to making a difference in academic success for students by providing and encouraging healthy food choices and is dedicated to ensuring that all students are well-nourished to promote better student outcomes toward their future.

## **TRANSPORTATION SERVICES**

### **New Replacement Buses**

With the District's bus fleet aging, and updated state and federal emissions standards, new buses were purchased. We ordered and received seven (7) 84 passenger Thomas transit buses, four (4) 78 passenger Blue Bird conventions and four(4) BlueBird convention special accommodation buses. The district was awarded **\$569,157** in rebate funds from the Oregon DEQ VW Environmental Mitigation School Bus Grant. These funds were used to offset the cost of our new buses. Fifteen (15) older buses identified as "gross polluters" were destroyed and sold for scrap in accordance with the rebate funds received. We received **\$17,630** from the scrap metal that was also used towards the purchase price of the new buses.

### **New "North Terminal" Transportation Building**

Upon completion of the new Transportation and Support Services Building, the Transportation department moved approximately one-third of its operation to the "north terminal", with the remaining portions staying at the existing "main terminal" location on Walnut St. Currently the new north terminal is maintaining a bus fleet of 74 buses, which has that bus yard at capacity. This leaves the current main terminal bus fleet at 119 with room for additional fleet growth. Both terminals are fully operational with existing staff divided according to fleet numbers and routes. Our 53 current meal delivery routes are

running out of both terminals. Additionally, Limited In-Person Instruction (LIPI) and BLAST routes will be divided between the two terminals according to feeder groups.

Transportation Statistics

As you review the status for the transportation department below, please note several changes due to the Covid-19 pandemic. This leads to a much lower amount of miles driven in particular. Spring is traditionally our highest miles driven season, due to spring sports. Additionally, 23 meal delivery routes were added during the spring months of distance learning.

<b>Transportation Statistics</b>	<b>2018-2019</b>	<b>2019-2020</b>
Miles driven	2,287,021	1,670,689
Reimbursable miles	2,177,743	1,606,266
Pupils transported	12,580	13,178
Routes	98 General Education 53 Special Accommodation	98 General Education 52 Special Accommodation
Runs	<u>543 General Education</u> 490 Home to School 53 After School Activity  <u>427 Special Accommodation</u> 268 Home to School 3 After School Activity  156 Early Intervention	<u>543 Gen Education</u> 480 Home to School 40 After School Activity 23 Spring Meal Delivery  <u>444 Special Accommodation</u> 265 Home to School 3 After School Activity  156 Early Intervention 2 Portland Routes
Total buses in fleet	123 Large (6 more to be delivered) 68 Special Accommodation	123 Large 67 Special Accommodation
Total "utility" fleet	3 box trucks 2 secure cabs 3 Shop Trucks 3 Utility Vehicles (4WD)	3 box trucks 2 secure cabs 4 Shop Trucks 3 Utility Vehicles (4WD)
Total Accidents	33	31

<b>Transportation Staffing</b>	<b>2018-2019</b>	<b>2019-2020</b>
Drivers	160	155
Transportation Assistants	58	53
Technology Integration Specialist	1	1
Dispatchers	4	4
Routers	2	2
Trainers	3	3
Office Staff	3	2
Mechanics (including seat repair)	9	10
Supervisors	3	2
Executive Director	1	1

**RECOMMENDATION**

The Superintendent recommends the Board of Directors review this report and ask any questions they may have.

**DRAFT**

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

November 17, 2020

District Administration Center, 3083 NE 49<sup>th</sup> Place, Hillsboro, Oregon

**1. WORK SESSION**

<u>Board Present:</u>	<u>Staff Present:</u>
Erika Lopez, Chair	Mike Scott, Superintendent
Martin Granum, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen	Dayle Spitzer, Assistant Superintendent, School Performance
See Eun Kim	Beth Graser, Chief Communications Officer
Yadira Martinez	Kona Lew-Williams, Chief Human Resources Officer
Jaci Spross	Michelle Morrison, Chief Financial Officer
Mark Watson	Adam Stewart, Capital Projects Officer
	Casey Waletich, Chief Operations Officer
<u>Student Representatives Present:</u>	Jordan Beveridge, Chief Information Technology Officer
Devlin Knill	Olga Acuña, Director of Federal Programs
Mya Smith	Elaine Fox, Executive Director of Student Services
	Saideh Haghghi, Director of Equity and Human Resources
<u>Others Present:</u>	Audrea Neville, Executive Director of Schools
Matt Buckingham	Francesca Sinapi, Executive Director of Schools
	Justin Arey, Web Specialist/Designer
	Rose Roman, Executive Assistant to the Board
	Kelli Waibel, Technology Support
	Debbie Langworthy, HCU

Board Chair Erika Lopez called the meeting to order at 5:18 PM

- A. Legislative Priorities Input and Planning  
Chief Communications Officer Beth Graser discussed HSD legislative priorities
- B. Current Metrics and Planning  
Superintendent Mike Scott gave an overview of the current metrics at the State, County, and District level. Travis Reiman discussed work by HSD Nurses and working with Washington County Health Department. Casey Waletich discussed the athletics and activities happening, and the plans to continue. Elaine Fox discussed evaluations and plans to return to hybrid learning.
- C. Bond Oversight Committee Report  
Capital Projects Officer Adam Stewart and Citizens' Bond Oversight Committee Chair Matt Buckingham gave an update on Bond projects completed, in process, and future projects.
- D. Recess Board Meeting  
Board Chair Erika Lopez recessed at 6:16 PM.

## 2. REGULAR SESSION

<u>Board Present:</u>	<u>Staff Present:</u>
Erika Lopez, Chair	Mike Scott, Superintendent
Martin Granum, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen	Dayle Spitzer, Assistant Superintendent, School Performance
See Eun Kim	Beth Graser, Chief Communications Officer
Yadira Martinez	Kona Lew-Williams, Chief Human Resources Officer
Jaci Spross	Michelle Morrison, Chief Financial Officer
Mark Watson	Casey Waletich, Chief Operations Officer
	Jordan Beveridge, Chief Information Technology Officer
<u>Student Representatives Present:</u>	Olga Acuña, Director of Federal Programs
Devlin Knill	Elaine Fox, Executive Director of Student Services
Mya Smith	Audrea Neville, Executive Director of Schools
	Francesca Sinapi, Executive Director of Schools
	Justin Arey, Web Specialist/Designer
	Rose Roman, Executive Assistant to the Board
	Kelli Waibel, Technology Support
	Jill Golay, HEA President
	Debbie Langworthy, HCU
	Melody Hansen, HCU

A. Call to Order and Flag Salute

Board Chair Erika Lopez reconvened the meeting at 6:31 PM and led the Pledge of Allegiance.

B. Approval of Agenda

Director Mark Watson MOVED, SECONDED by Director Yadira Martinez, to approve the agenda as printed.

The MOTION CARRIED (7-0).

No further discussion took place.

C. Audience Time

No audience members requested to address the Board regarding the following non-agenda items.

D. Consent Agenda

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

Director Mark Watson MOVED, SECONDED by Director Jaci Spross, to approve the Consent Agenda as printed.

The MOTION CARRIED (7-0).

No further discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of October 27, 2020, Board meeting
2. Approve Minutes of November 9, 2020, Board meeting
3. Approve Routine Personnel Matters
4. Oregon English Language Learners Report 2018-19
5. Approve Policies A-B, G, I, J, K/L
  - a. A/B: Board Governance and Operations
    - 1) AC: Nondiscrimination
    - 2) AC-AR: Discrimination Complaint Procedure
    - 3) BBFC: Reporting of Suspected Abuse of a Child
  - b. G: Personnel
    - 1) GBLA: Disclosure of Information
  - c. I: Instruction
    - 1) IGBAH AR: Special Education - Evaluation and Eligibility Procedures
  - d. J: Students
    - 1) JEA: Compulsory Attendance
    - 2) JECA: Admission of Resident Students
    - 3) JGE: Expulsion
    - 4) JHCC: Communicable Diseases - Student
    - 5) JHCC-AR: Communicable Diseases - Student
    - 6) JHCD/JHCDA: Medications
    - 7) JHCD/JHCDA-AR: Medications
  - e. K/L - District-Community Relations
    - 1) LBE: Public Charter Schools

E. Action Items

1. Accept Gifts and Donation

Chief Financial Officer Michelle Morrison presented the donations received by the HSD over \$5,000. Chief Communications Officer provided an overview of the work and donations of the Hillsboro Schools Foundation.

Director Martin Granum MOVED, SECONDED by Director Lisa Allen, that the Board of Directors accept the donation of \$10,000 from Ballmer Group of Goldman Sachs Philanthropy Fund to Farmington View Elementary school for Home Outreach for the Migrant Farm Community, \$5,071 from Imlay PTA to Imlay Elementary school for Chromebooks, and \$5,000 from the Oregon Community Foundation to the Hillsboro School District for the India Education Program.

The MOTION CARRIED (7-0).

No further discussion took place.

2. Student Investment Act Agreement

Michelle Morrison discussed the Student Investment Act Grant Agreement

Director Lisa Allen MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the Student Investment Act Grant Agreement.

The MOTION CARRIED (7-0).

No further discussion took place.

F. Reports and Discussions

1. Financial Report (see written report)

Chief Financial Officer Michelle Morrison presented the Financial Report.

G. Policies First Read

Assistant Superintendent Travis Reiman discussed the new All Students Belong policy and administrative regulation.

a. A/B: Board Governance and Operations

1) ACB: All Students Belong

2) ACB-AR: Bias Incident Complaint Procedure

b. G: Personnel

1) GBDA: Expression of Milk or Breast-feed in the Workplace

2) GBEA: Workplace Harassment \*

3) GBEA-AR: Workplace Harassment Reporting and Procedure

4) GBEB: Communicable Diseases - Staff

5) GBEB-AR: Communicable Diseases - Staff

6) GBEDA: Drug and Alcohol Testing and Record Query - Transportation Personnel

7) GBEDA-AR: Drug and Alcohol Testing and Record Query - Transportation Personnel

c. J: Students

1) JHFF: Reporting Requirements Regarding Sexual Conduct with Students

2) JHFF/GBNAA: Reporting Requirements for Suspected Sexual Misconduct with Students

3) JHFF/GBNAA-AR: Suspected Sexual Conduct Report Procedures and Form

H. HCU / HEA Reports

HEA President Jill Golay spoke regarding American Ed Week and thanked fellow educators for their work, thanked Board members for their questions on virtual learning, and said she looked forward to bargaining. HCU President Melody Hansen spoke regarding Classified Staff in virtual learning and asked for consideration of Classified Staff during planning for return to in person learning.

I. Discussion Time

1) Student Representatives' Time

Mya Smith gave no comments. Devlin Knill thanked presenters, thanked teachers for their hard work, and expressed his support and appreciation for the All Student Belong policy.

2) Superintendent's Time

Superintendent Mike Scott informed the Board the bargaining starts tomorrow, and thanked HSD staff for their work.

3) Board of Directors' Time

Mark Watson expressed appreciation for the Bond video, supports canceling Bond tours, and looks forward to joint session with City of Hillsboro.

Jaci Spross pointed out that she learned from the Oregon English Language Report that TAG is only state funded, not federally.

Martin Granum saluted our educators.

Yadira Martinez said thank you to our educators, they are doing a wonderful job and accepting the challenges they face.

See Eun Kim wished a happy American Ed Week, looks forward to bargaining sessions conversation, and to joint discussion with City Council.

Lisa Allen expressed appreciation for our educators, our unsung heroes, all the other folks who make the education system go. She highlighted speaking to her son's Cub Scout troop with Rep. Janeen Sollman and thanked her fellow Board members.

Erika Lopez thanked the amazing educators and highlighted attending the OSBA Fall conference.

J. Adjourn Meeting

Chair Erika Lopez adjourned the meeting at 7:13 PM.

**3. 7:30 PM - Joint Session with Hillsboro City Council**

<u>Board Present:</u>	<u>Staff Present:</u>
Erika Lopez, Chair	Mike Scott, Superintendent
Martin Granum, Vice Chair	Travis Reiman, Assistant Superintendent, Academic Services
Lisa Allen	Dayle Spitzer, Assistant Superintendent, School Performance
See Eun Kim	Beth Graser, Chief Communications Officer
Yadira Martinez	Kona Lew-Williams, Chief Human Resources Officer
Jaci Spross	Michelle Morrison, Chief Financial Officer
Mark Watson	Adam Stewart, Capital Projects Officer
	Casey Waletich, Chief Operations Officer
<u>Student Representatives Present:</u>	Jordan Beveridge, Chief Information Technology Officer
Devlin Knill	Morgan Quimby, TOSA
Mya Smith	Justin Arey, Web Specialist/Designer
	Rose Roman, Executive Assistant to the Board
<u>Others Present:</u>	
Chad Martin - WCSO	<u>City of Hillsboro Council Present:</u>
	Steve Callaway, Mayor
	Beach Pace, Councilor
	Rick Van Beveren, Councilor
	Kyle Allen, Councilor
	Anthony Martin, Councilor
	Olivia Alcaire, Councilor
	Fred Nachtigal, Councilor
	Robby Hammond, City Manager

**A. Welcome and Introductions**

Mayor Steve Callaway called the joint session to order at 7:48 PM.

Steve Callaway, Mayor and Erika Lopez, Board Chair introduced themselves and the Board and Council.

**B. City of Hillsboro Efforts Regarding Police Review and Community Engagement**

Robby Hammond, City Manager and Jim Coleman, Police Chief gave an update of the City of Hillsboro and Hillsboro Police Department efforts regarding police review and community engagement.

**C. School Resource Officer Program Feedback**

Superintendent Mike Scott and TOSA Morgan Quimby gave an update on the HSD SRO program and gave a preview of the draft MOU.

**D. Combined Discussion School Resource Officer Program and Opportunities for Partnership**

City Councilors, Board Members, Student Representatives and HSD staff discussed the SRO program in Hillsboro.

E. Adjourn Meeting

Mayor Steve Callaway adjourned the joint session at 9:45 PM.

**HILLSBORO SCHOOL DISTRICT 1J**  
**December 8, 2020**  
**APPROVE ROUTINE PERSONNEL MATTERS**

The Superintendent recommends the Board of Directors:

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

**Jane Kushner-Katz**

Assignment: 0.8 FTE Speech Language Pathologist  
Location: West Union Elementary School  
Effective Date: December 31, 2020  
Years of Service: 10 years

**Lois Richter**

Assignment: 1.0 FTE 5<sup>th</sup> Grade Teacher  
Location: North Plains Elementary School  
Effective Date: November 23, 2020  
Years of Service: 24 years

**Patricia Smith**

Assignment: 1.0 FTE 6<sup>th</sup> Grade Teacher  
Location: McKinney Elementary School  
Effective Date: December 8, 2020  
Years of Service: 22 years

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

**Andrew Hull**

Assignment: 1.0 FTE Counselor  
Location: Liberty High School  
Effective Date: June 18, 2021

- C. Approve the employment of the following licensed personnel in the 2020-21 school year:

**Lauren Frank**

Education: BA – Linfield University, McMinnville, OR  
Experience: None  
Assignment: 0.5 FTE General Education Teacher - Free Orchards Elementary School

**Suzanne Hawthorne**

Education: MA – George Fox University, Tigard, OR  
Experience: None  
Assignment: 0.5 FTE 1<sup>st</sup> Grade Teacher – Farmington View Elementary School

























































