

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES  
 February 23, 2021  
 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
Jaci Spross	Kona Lew-Williams, Chief Human Resources Officer
Mark Watson	Michelle Morrison, Chief Financial Officer
	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
Ilhaam Ikramullah	Saideh Haghighi, Director of Equity and Human Resources
	Audrea Neville, Executive Director of Schools
	Francesca Sinapi, Executive Director of Schools
	Brooke Nova, Director of CCP and Student Support Networks
	Justin Arey, Web Specialist/Designer
	Rose Roman, Executive Assistant to the Board
	Kelli Waibel, Technology Support
	Jeff Jones, Manager of Business Services

Board Chair Erika Lopez called the meeting to order at 5:16 PM

- A. Equity Update  
 Equity Directors Saideh Haghighi and Francesca Sinapi presented a Leading Change in HSD slideshow and gave an update on equity work in the District.
- B. Drug, Alcohol, and Tobacco Prevention Plan  
 Chief Operations Officer Casey Waletich and Director of CCP and Student Support Networks Brooke Nova presented the Drug, Alcohol, and Tobacco Prevention Plan.
- C. Fall 2021-22 Kinder Enrollment Plan and Process  
 Assistant Superintendent Dayle Spitzer and Executive Director of Schools Audrea Neville spoke about the policies and procedure in place for enrolling Kinder and First graders in the Fall of 2021.
- D. Return to In-Person Learning Update  
 Assistant Superintendent Travis Reiman gave an update on the vaccination progress, the drop in the rate of infection in Washington County, and an instructional model update. Chief Human Resources Officer Kona Lew Williams gave a bargaining update. Chief Communications Officer Beth Graser gave an update on the live streaming services for athletics and activities and the HSD Return to School 2020-21 Dashboard on the HSD website created by the Communications team.

- E. Recess Board Meeting  
Board Chair Erika Lopez recessed at 6:38 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
	Adam Stewart, Capital Projects Officer
<u>Student Representatives Present:</u>	Jordan Beveridge, Chief Information Technology Officer
Devlin Knill	Olga Acuña, Director of Federal Programs
Ilhaam Ikramullah	Elaine Fox, Executive Director of Student Services
	Audrea Neville, Executive Director of Schools
<u>Others Present:</u>	Francesca Sinapi, Executive Director of Schools
Dan Goldman, NWRES D	Justin Arey, Web Specialist/Designer
	Rose Roman, Executive Assistant to the Board
	Kelli Waibel, Technology Support
	Jill Golay, HEA President
	Melody Hansen, HCU President

- A. Call to Order and Flag Salute  
Board Chair Erika Lopez reconvened the meeting at 7:00 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement  
Board Chair Erika Lopez read a Land Acknowledgement.
- C. Recognitions and Proclamations  
Director Jaci Spross read the Classified Employee Appreciation Week Proclamation.  
Director Yadira Martinez read the Women's History Month Proclamation.
- D. Approval of Agenda  
Director Mark Watson MOVED, SECONDED by Director Lisa Allen, to approve the agenda as printed.  
  
The MOTION CARRIED (7-0). No further discussion took place.
- E. Audience Time  
Three audience members requested to address the Board regarding non-agenda items: Amber Morrone, Toon Marquez, and Michael Cunningham. The statements were read by Chief Communications Officer Beth Graser.
- F. Consent Agenda  
*Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.*

Director Jaci Spross moved, SECONDED by Director Mark Watson, to amend the Consent Agenda to remove policy IKFB: Graduation Exercises from the Consent Agenda

The motion was withdrawn after discussion and the following motion occurred:

Director Martin Granum MOVED, SECONDED by Director Jaci Spross, to approve the Consent Agenda as printed.

The MOTION CARRIED (7-0).

Consent Agenda items were as follows:

1. Approve Minutes of January 26, 2021, Board Meeting
2. Approve Minutes of February 9, 2021 Board Meeting
3. Approve Routine Personnel Matters
4. Approve Policies
  - a. GCBDA/GDBDA-AR(1): Federal Family and Medical Leave/State Family Medical Leave
  - b. GCPC/GDPC: Retirement of Staff
  - c. IGBBC: Talented and Gifted Services
  - d. IKFB: Graduation Exercises
  - e. JFCM: Threats of Violence
  - f. JHFE-AR(1): Reporting of Suspected Abuse of a Child
  - g. KL: Public Complaints
5. Approve High School Courses: Exploring Computer Science and Graphic Design
6. Approve Extension and Non-Extension of Temporary, Probationary and Contract Teachers and Administrators

G. Action Items

1. Adopt Resolution Approving Northwest Regional Education Service District Local Service Plan for 2021-22  
NWRESD Superintendent Dan Goldman gave an update on the Local Service Plan.

Director Mark Watson MOVED, SECONDED by Director Jaci Spross, that the Board of Directors adopt the resolution approving the Northwest Regional Education Service District Local Service Plan for 2021-2022.

The MOTION CARRIED (7-0). No further discussion took place.

2. Award Contracts
  - a. Award Contract for Butternut Creek Elementary School Improvements  
Capital Projects Officer Adam Stewart presented Bond contracts for approval.

Director Martin Granum MOVED, SECONDED by Director Jaci Spross, that the Board of Directors award the contract for Butternut Creek Elementary School improvement project to Par-Tech Construction for the base bid amount of \$2,947,100, Alt #1 amount of \$32,590, and Alt #2 amount of \$73,350 for a total of \$3,053,040.

The MOTION CARRIED (7-0). No further discussion took place.

b. Award Contract for North Plains Elementary School Improvements

Director Jaci Spross MOVED, SECONDED by Director Martin, that the Board of Directors award the contract for the North Plains Elementary School improvement project to Five Star Builders in the amount of \$1,375,246.90.

The MOTION CARRIED (7-0). No further discussion took place.

3. Approve Site Contractor Prequalification

Capital Projects Officer Adam Stewart discussed the pre-qualified site-contractor list.

Director Jaci Spross MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the pre-qualified site-contractor list to include Coffman Excavation, Moore Excavation, Inc., Emory & Sons Construction Group, Pihl Excavating, Ken Leahy Construction, Inc., The Saunders Group, and Kerr Contracts.

The MOTION CARRIED (7-0). No further discussion took place.

4. Approve Dedication Deed and Right of Way Dedication, Donation Agreement and Obligation Agreement

Capital Projects Officer Adam Stewart discussed the dedication deed process.

Director Mark Watson MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors approve the Dedication Deed, Donation Agreement, and Obligation Agreement between Washington County and the Hillsboro School District for the Ladd Acres/SE Johnson Street and SE Cornelius Pass Road Improvement Project.

The MOTION CARRIED (7-0).

Capital Projects Officer Adam Stewart asked the Board members to consider participating in the Boundary Adjustment Committee in North Plains.

5. Accept Gifts and Donations

Chief Financial Officer Michelle Morrison presented the donations during the month of January.

Director Martin Granum MOVED, SECONDED by Director Lisa Allen, that the Board of Directors accept the donation of \$10,000 from Gold Family Farm Inc, to Groner K-8 for the STEM Program, \$10,000 from the Hillsboro Schools Foundation to the Hillsboro School District for Senior Signs - Marketing, \$10,000 from Gold Family Farm Inc, to Farmington View Elementary School for the STEM Program, and \$5,000 from FIRST to Liberty High School for the Robotics Team.

The MOTION CARRIED (7-0).

Erika Lopez thanked the donors for their support of our students and programs.

6. Appoint Budget Committee Member

Chief Financial Officer Michelle Morrison discussed the vacancy on the Budget Committee and recommended Kristine Adams-Wannberg for appointment.

Director SeeEun Kim MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors appoint Kristine Adams-Wannberg to serve on the Budget Committee position 4, expiring June 30, 2021.

The MOTION CARRIED (7-0). No further discussion took place.

7. Adopt Planning Calendar for 2021-22 Budget

Chief Financial Officer Michelle Morrison discussed the planning calendar.

Director Yadira Martinez MOVED, SECONDED by Director Jaci Spross, that the Board of Directors adopt the planning calendar for the 2021-22 budget.

The MOTION CARRIED (7-0). No further discussion took place.

H. Recess Board Meeting; Convene Meeting of the Local Contract Review Board

Chair Erika Lopez recessed the Board Meeting and Convene Meeting of the Local Contract Review Board at 8:10 PM.

I. Public Hearing Authorizing Procurement of Instructional Equipment

Chief Information Technology Officer Jordan Beveridge discussed the need to purchase headsets for CDL and Hybrid Instruction.

1. Public Testimony

No Audience Member requested to submit Public Testimony

2. Authorize Instructional Equipment Purchase

Director Jaci Spross MOVED, SECONDED by Director Yadira Martinez, that the Board of Directors, acting as the Local Contract Review Board, authorize the purchase of instructional equipment from CDW-G under the Oregon IT Hardware VAR Contract (5603) in the amount of \$239,200 for the purposes described and in compliance with policy DJ: District Purchasing.

The MOTION CARRIED (6-0). Director SeeEun Kim did not vote due to technical difficulties. No further discussion took place.

J. Adjourn Meeting of the Local Contract Review Board; Reconvene Board Meeting

Board Chair Erika Lopez adjourned the meeting of the Local Contract Review Board and Reconvene Board Meeting at 8:14 PM.

K. Reports and Discussions

1. Financial Report (see written report)

Chief Financial Officer Michelle Morrison presented the Financial Report and thanked the Business Office for their work.

2. Bond Audit Report

Chief Financial Officer Michelle Morrison discussed the Bond Audit Report, and thanked Capital Projects Officer Adam Stewart and Manager of Business Services Jeff Jones for their work on putting together this report. Adam Stewart added that the report serves to provide accountability to insure our public that we are spending Bond dollars wisely.

3. First Read 2021-2022 Calendar

Chief Human Resources Officer Kona Lew-Williams presented the proposed 2021-2022 Calendar.

L. Policies First Read

1. First Reading - Policies

a. J: Students

1) JHFE: Reporting of Suspected Abuse of a Child

Chief Human Resources Officer Kona Lew-Williams discussed changes to the policy and the need to update.

M. HCU / HEA Reports

HCU President Melody Hansen thanked the Board for Classified Appreciation recognition, gave an update on staff vaccinations, bargaining, and the return to in-person learning for Classified Staff. HEA President Jill Golay thanked the classified staff for their support, gave an update on vaccinations, bargaining, and expressed appreciation for Wednesday asynchronous learning day.

N. Discussion Time

1) Student Representatives' Time

Devlin Knill thanked the parents for their comments and expressed his urgency of returning to in-person learning. Ilhaam Ikramullah declined to comment.

2) Superintendent's Time

Superintendent Mike Scott thanked the Classified Staff for their work and looked forward to celebrating them next week. He also highlighted the HSF Gala last week and thanked the HSF staff for their work and for their continued support.

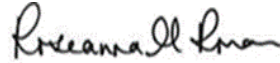
2) Board of Directors' Time

Director Jaci Spross discussed a review of discipline policy, thanked Rose Roman for her work with sending postcards to students, highlighted student work, and thanked the Equity team for their presentation. Director Lisa Allen highlighted the HSF Gala, thanked the public for their comments and reiterated that the Board is listening, and highlighted vaccination appointments. Director Mark Watson highlighted the HSF Gala, the approval of new high school courses today on the consent agenda, the learning that has happened as a result of COVID-19, looking forward to hearing information on graduation this year, and the need to refill student activity pipelines. Vice Chair Martin Granum highlighted the ways to volunteer at schools and the District, and announced that he will not be running for reelection. Director SeeEun Kim stated that Martin Granum will be missed, expressed optimism of the COVID-19 trend, also expressed interest in looking at discipline data, and thanked Classified Staff for their work.

Director Yadira Martinez expressed interested in discipline data, thanked classified staff, and reminded the Board about the upcoming Centro Cultural Gala where Chair Erika Lopez will be receiving an award. Chair Erika Lopez expressed interest in discipline data, would like to explore access for families to see their kids participating in activities, and thanked Vice Chair Martin Granum for his work for the District.

O. Adjourn Meeting

Chair Erika Lopez adjourned the meeting at 9:00 PM.



Approved March 16, 2021