

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES
 June 22, 2021
 District Administration Center, 3083 NE 49th 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, Communications Officer
Jaci Spross	Kona Lew-Williams, Human Resources Officer
Mark Watson	Michelle Morrison, Financial Officer
	Casey Waletich, Operations Officer
<u>Board Members Elect:</u>	Jordan Beveridge, Information Technology Officer
Monique Ward	Francesca Sinapi, Executive Director of Schools
Nancy Thomas	Olga Acuña, Director of Federal Programs
	Saideh Haghighi, Director of Equity and Human Resources
<u>Student Representatives:</u>	Audrea Neville, Executive Director of Schools
Kaylee Vazquez	Jeff Jones, Manager – Business Services
Jacquelin Perez	Justin Arey, Web Specialist/Designer
Ceph Tronco	Rose Roman, Executive Assistant to the Board
	Hugo Salmeron, Technology Support
<u>NA PAC Members:</u>	Jill Golay, HEA
Daria Martin-Bigham	Melody Hansen, HCU
Catherine Jager	Sebastian Hernandez, Translation Services
Jenny Sanchez	
Mindi Forrest	

Board Chair Erika Lopez called the meeting to order at 5:17 PM

A. Native American PAC Report

Executive Director of Schools Francesca Sinapi introduced Director of Federal Programs Olga Acuña, who introduced the group. Daria Martin-Bigham led the presentation. PAC participants Catherine Jager, Jenny Sanchez, and Mindi Forrest were present. Daria discussed the PAC activities over the last year and during the pandemic, and Catherine Jager shared her experience as a classroom teacher and her future role in HSD.

B. Board Chair and Vice Chair Election Update

Superintendent Mike Scott discussed the idea of holding Chair/Vice Chair election on July 14, to include new Board members in the process. Director Mark Watson informed the group of his desire to be Board Chair.

C. Discuss 2021-22 Board Meeting Dates

Superintendent Mike Scott presented the Board meeting dates for the 2021-2022 school year.

- D. Announce Budget Committee Vacancies
Chief Financial Officer Michelle Morrison discussed the Budget Committee vacancies.
- E. Announce Community Curriculum Advisory Committee Vacancies
Assistant Superintendent Travis Reiman discussed the CCAC vacancies.
- F. Comprehensive Sexuality Education (CSE) Biennial Approval Process Update
Assistant Superintendent Travis Reiman discussed the CSE process, Board responsibility, HSD timeline, the State CSE standards, outcomes for CSE, alternative process for CSE plan of instruction review and update, topics for revision and input from CCAC.
- G. Summer Programs, Accelerated Learning Plan, and SIA/ESSER Fund Update
Assistant Superintendent Travis Reiman and Chief Financial Officer Michelle Morrison discussed planning timeline, interdependence of resources, collective current service level (CSL) support and investments, HSD investment values and priorities, engagement focus and accelerated approach, summer 2021 state grants, SIA final proportionality 2020-21, details of investment categories 2020-21, draft SIA plan 2021-22, 2021-22 federal relief funds (ESSER I, II, III), and plans beyond 2021-2022.
- H. Recess Board Meeting
Board Chair Erika Lopez recessed at 6:58 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
Jaci Spross	Kona Lew-Williams, Chief Human Resources Officer
Mark Watson	Michelle Morrison, Chief Financial Officer
	Casey Waletich, Chief Operations Officer
<u>Board Members Elect:</u>	Adam Stewart, Capital Projects Officer
Monique Ward	Jordan Beveridge, Chief Information Technology Officer
Nancy Thomas	Olga Acuña, Director of Federal Programs
	Audrea Neville, Executive Director of Schools
<u>Student Representatives Present:</u>	Francesca Sinapi, Executive Director of Schools
Devlin Knill	Jeff Jones, Manager – Business Services
	Justin Arey, Web Specialist/Designer
<u>Budget Committee Present:</u>	Rose Roman, Executive Assistant to the Board
Kristine Adams-Wannberg	Hugo Salmeron, Technology Support
Nina Carlson	Jill Golay, HEA President
Kevin Murphy	Melody Hansen, HCU
Michael Smith	
Monica Uribe	
Dawn Wallace	

- A. Call to Order and Flag Salute
Board Chair Erika Lopez reconvened the meeting at 7:06 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement
Board Chair Erika Lopez read the HSD Land Acknowledgement.
- C. Recognitions and Appreciation
1. Outgoing Student Representatives
Superintendent Mike Scott thanked the outgoing student representatives and read statements from Ilhaam and Mya. Devlin thanked the Board for the opportunity to serve. Board Members thanked the student reps for their time spent over the last year.
 2. Outgoing Board Members
Superintendent Mike Scott thanked outgoing Board Members Jaci Spross and Martin Granum. Board members reflected on Jaci and Martin. Jaci and Martin each spoke about their time with the Board.
- D. Approval of Agenda
Director Jaci Spross MOVED, SECONDED by Director Martin, to approve the agenda as printed.

The MOTION CARRIED (6-0). No further discussion took place.

E. Audience Time

Two audience members requested to address the Board. Katie Miranda submitted a statement to be read by the Board at a later time. Joe Everton spoke regarding CSE curriculum.

F. Consent Agenda

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

Director Lisa Allen MOVED, SECONDED by Director See Eun Kim, to approve the Consent Agenda as printed.

The MOTION CARRIED (6-0). No further discussion took place.

Consent Agenda items were as follows:

1. Approve Minutes of May 25, 2021 Board Meeting
2. Approve Routine Personnel Matters
3. Approve Policies
 - a. C - General School Administration
 - 1) CBA: Qualifications and Duties of the Superintendent
 - b. I - Instruction
 - 1) IIBGA: Electronic Communication System
 - 2) IIBGA-AR: Electronic Communication System
 - c. J: Students
 - 1) JGA: Corporal Punishment
 - 2) JHCA/JHCB: Immunizations, Physical Examinations, Vision Screening/Eye Examinations and Dental Screening
4. Approve Annual Clerk / Officer Designations
5. Approve Annual Depository, Auditor, Legal Counsel, Newspaper, and Agent Designations
6. Approve Crime Policy Coverage Limits
7. Establish 2021-22 Mileage Reimbursement Rate
8. Tuition Rates for Non-Resident Students

G. Recess Board Meeting; Convene Meeting of the Local Contract Review Board
Erika Lopez, Time: 8:20 PM

H. Approve Declaration of Emergency Replacement of Exhaust System in Science Classrooms at Hillsboro High School and Exemption from Competitive Bidding
Capital Projects Officer Adam Stewart presented the emergency replacement of exhaust system in science classrooms at Hillsboro High School and exemption from competitive bidding.

Director Martin Granum MOVED, SECONDED by Lisa Allen, that the Board of Directors, acting in the capacity of the Local Contract Review Board, declare an emergency and exemption from competitive bidding requirements for replacement of the exhaust system in science classrooms at Hillsboro High School prior to the start of the 2021-22 school year.

The MOTION CARRIED (6-0). No further discussion took place.

I. Adjourn Meeting of the Local Contract Review Board; Reconvene Board Meeting
Board Chair Erika Lopez, Time: 8:23 PM

J. Recess Board Meeting; Convene Meeting of the Budget Committee
Board Chair Erika Lopez, Time: 8:23 PM

K. Hold Budget Hearing
Michelle Morrison

L. Adjourn Budget Hearing, Reconvene Board Meeting
Erika Lopez, Time: 8:25 PM

M. Action Items

1. Adopt Resolutions to Adopt the 2021-22 Budget, Appropriate the 2021-22 Budget, and Impose 2021-22 Taxes and Categorize the Levy
Chief Financial Officer Michelle Morrison reminded the Board of the Budget approval process.

Director Lisa Allen MOVED, SECONDED by Director Jaci Spross, that the Board of Directors adopt the Resolutions to Adopt the 2021-22 Budget, Appropriate the 2021-22 Budget, and Impose 2021-22 Taxes and Categorize the Levy, as shown in the June 22, 2021, Board meeting packet.

The MOTION CARRIED (6-0). No further discussion took place.

2. Adjust Appropriations
Chief Financial Officer Michelle Morrison explained the appropriations for general and special revenue funds.

Director Mark Watson MOVED, SECONDED by Director Lisa Allen, that the Board of Directors approve the adjusted appropriations for general and special revenue funds listed in the June 22, 2021, Board meeting packet.

The MOTION CARRIED (6-0). No further discussion took place.

3. Authorization of After School Program Request for Proposal (RFP) and Advance Award
Assistant Superintendent Travis Reiman and Chief Financial Officer Michelle Morrison discussed the authorization of after school program RFP.

Director Lisa Allen MOVED, SECONDED by Director See Eun Kim, that the Board of Directors authorize the After School Program Request for Proposals and Advance Award of service contracts to organizations qualified through the Request for Proposal Process.

The MOTION CARRIED (6-0). No further discussion took place.

4. Healthy and Safe Schools Plan

Chief Operations Officer Casey Waletich discussed the Healthy and Safe Schools Plan.

Director Martin Granum MOVED, SECONDED by Director Mark Watson, that the Board of Directors approve the Healthy and Safe Schools Plan.

The MOTION CARRIED (6-0). No further discussion took place.

5. Award Bid for Dairy Products

Chief Operations Officer Casey Waletich discussed the dairy products bid.

Director Martin Granum MOVED, SECONDED by Director Jaci Spross, that the Board of Directors award the bid for supply and delivery of dairy products, with renewal options for up to four (4) additional years, to Medosweet Farms beginning in the 2021-22 school year.

The MOTION CARRIED (6-0). No further discussion took place.

6. Review Superintendent's Performance and Approve Performance Evaluation

Vice Chair Martin Granum read the Superintendent Evaluation letter.

Director Jaci Spross MOVED, SECONDED by Director Lisa Allen, that the Board of Directors commend the Superintendent for his leadership of the Hillsboro School District, and direct that the evaluation letter be placed in his personnel file.

The MOTION CARRIED (6-0). No further discussion took place.

7. Approve 2021-22 Board Meeting Dates

Superintendent Mike Scott asked the Board to consider approving the 2021-22 meeting dates.

Director Mark Watson MOVED, SECONDED by Director Lisa Allen, that the Board of Directors approve the Board meeting dates for the 2021-22 school year.

The MOTION CARRIED (6-0). No further discussion took place.

8. Accept Gifts and Donations

Chief Financial Officer Michelle Morrison presented the donations received.

Director Martin Granum MOVED, SECONDED by Director Mark Watson, that the Board of Directors accept the donation of \$5,370 from Ladd Acres PTA to Ladd Acres Elementary for purchase of library chairs, and the donation of \$5,000 from the Reser Family Foundation to Miller Education Center for the Real World Personal Finance Grant program.

The MOTION CARRIED (6-0). No further discussion took place.

N. Reports and Discussions

1. Financial Report (see written report)

Chief Financial Officer Michelle Morrison presented the Financial Report.

O. Oath of Office

1. Administer the Oath of Office to Elected Board Members

Board Chair Erika Lopez administered the Oath of Office to Nancy Thomas, Monique Ward, and Director Mark Watson. Vice Chair Martin Granum administered the Oath of Office to Board Chair Erika Lopez.

2. Appoint Student Representatives to the Board of Directors and Administer the Oath of Office

Director Mark Watson MOVED, SECONDED by Director Jaci Spross, that the Board of Directors appoint Ceph Tronco, Kaylee Vazquez, and Jacquelin Perez to serve as Student Representatives to the Board of Directors for the 2021-22 school year, and administer the oath of office.

The MOTION CARRIED (6-0). No further discussion took place.

Board Chair Erika Lopez administered the Oath of Office to students Jacquelin Perez, Ceph Tronco, and Kaylee Vazquez.

P. HCU / HEA Reports

HCU President Melody Hansen spoke about a new book program, discussed bargaining and adding dates, and thanked classified staff. Additionally, she thanked the outgoing student representatives and Board members and welcomed returning Board members, new Board members, and new student representatives.

HEA President Jill Golay welcomed new staff, ask for safe school training to be equity inclusive, discussed bargaining, thanked outgoing Director Jaci Spross and Director Martin Granum for their collaboration, thanked outgoing student reps, congratulated new student reps, and welcomed new board members Monique Ward and Nancy Thomas.

Q. Discussion Time

1) Student Representatives' Time

No student representatives were present to speak

2) Superintendent's Time

Superintendent Mike Scott thanked the Board for the evaluation letter, and highlighted the work of the Cabinet. He thanked parents and the community for their grace during the last year, and thanked staff for their work. Superintendent Scott thanked outgoing Board members and student representatives for their service. Superintendent Scott finished by welcoming new Board members, reelected Board members, and new student representatives.

3) Board of Directors' Time

Director Jaci Spross said that it has been an honor to serve on the Board, and passed on the torch to Director Monique Ward, knowing kids will be taken care of. Director Lisa Allen thanked Superintendent Mike Scott for being such a good sport for sitting thru the evaluation letter, and thanked outgoing Director Jaci Spross, Director Marti Granum and the student reps. Director Mark Watson said he is

thankful for serving with everyone, thanked outgoing student representatives, is looking forward to working with new student reps, and looking forward to seeing Director Jaci Spross and Director Martin Granum in the community. Director Martin Granum said that he leaves with a satisfying sense of confidence in the district. Director See Eun Kim congratulated everyone on and off screen, for making it through this year, thanked parents for supporting their students, and said she will miss Director Jaci Spross and Director Martin Granum, as well as looking forward to working with Director Nancy Thomas and Director Monique Ward, and the new student representatives. Chair Erika Lopez thanked everyone for joining. She also thanked new Board members, thanked Director Martin Granum and Director Jaci Spross for their work, and new student representatives. She express that she is looking forward to change and is proud to be HSD.

R. Adjourn Meeting

Chair Erika Lopez adjourned the meeting at 9:35 PM.

Two handwritten signatures in cursive script. The signature on the left is 'Mark W. Martin' and the signature on the right is 'Roseanna D. Brown'.

Approved September 28, 2021