

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

Board Meeting Agenda
September 14, 2021
5:15 PM

An in-person audience of up to 42 people is allowed at this meeting, not including the Board and Cabinet. Once capacity is reached, additional people are invited to watch the meeting via the link provided on the HSD homepage www.hsd.k12.or.us. Masks are required for all persons, regardless of vaccination status. The estimated times listed below for specific agenda items are subject to change.

1. 5:15 PM - Work Session

- A. Call to Order
Presenter: Mark Watson
Time: 5:15 PM
- B. Strategic Plan Consultant Selection and Process Overview 3
Presenter: Beth Graser
Time: 5:15 PM, 30 minutes
- C. Latinx Parent Advisory Committee Report and Discussion 4
Presenter: Francesca Sinapi
Time: 5:45 PM, 30 minutes
- D. Fall Update 5
Presenter: Mike Scott / Travis Reiman / Dayle Spitzer
Time: 6:15 PM, 30 minutes
- E. Board Self-Evaluation Discussion 6
Presenter: Mark Watson / Mike Scott
Time: 6:45 PM, 15 minutes
- F. Board Goals Discussion 9
Presenter: Mark Watson / Mike Scott
Time: 7:00 PM, 10 minutes
- G. Board Working Agreements Discussion 10
Presenter: Mark Watson / Mike Scott
Time: 7:10 PM, 5 minutes
- H. Board Professional Development Discussion 13
Presenters: Mike Scott / Michelle Morrison
Time: 7:15 PM, 10 minutes
 - 1. Discuss OSBA Board / LPC Board nominations
Presenter: Mark Watson
Time: 7:25 PM, 5 minutes
- I. Facilities Naming Process - Miller Education Center West 14
Presenter: Casey Waletich
Time: 7:30 PM, 30 minutes
- J. Action Items 20
 - 1. Notice of Intent to Purchase - VOIP Phone System 20
Presenter: Jordan Beveridge
SAMPLE MOTION: I move that the Board of Directors acknowledge the Notice of Intent to Purchase by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).
Time: 8:00 PM, 5 minutes

2. Notice of Intent to Purchase - Microsoft

22

Presenter: Jordan Beveridge

SAMPLE MOTION: *I move that the Board of Directors acknowledge the Notice of Intent to Purchase by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).*

Time: 8:05 PM, 5 minutes

K. Discussion Time

Time: 8:15 PM, 15 minutes

-Student Reps

-Superintendent

-Board Members

L. Recess Board Meeting

Time: 8:30 PM

M. Next Meetings of the Board of Directors

- September 28, 2021 Board Work / Regular Session
- October 12, 2021 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
September 14, 2021
STRATEGIC PLAN CONSULTANT SELECTION AND PROCESS OVERVIEW

SITUATION

On Monday, August 9, we issued a request for proposals (RFP) to identify consultants interested in assisting with the development of the District's next Strategic Plan.

Six consultants were responsive to the RFP by the deadline of August 25, and two were selected for interviews on September 7.

The team ultimately selected Performance Fact out of Oakland, California, because of their demonstrated ability to work with K-12 school districts and engage all stakeholders, their well-defined yet flexible approach to strategic planning, and their immutable commitment to equity.

Members of the Performance Fact team will join the meeting remotely to introduce themselves and provide an overview of the upcoming strategic planning process.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
September 14, 2021
LATINX PARENT ADVISORY COMMITTEE REPORT AND DISCUSSION

SITUATION

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

Further, the Latino PAC collaborates and consults with the District's Office of Federal Programs, which receives federal funds under Every Student Succeeds Act (ESSA), 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.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT 1J
September 14, 2021
FALL 2021 UPDATE

SITUATION

The Board of Directors will receive an update regarding the start of school for Fall 2021.

RECOMMENDATION

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

**HILLSBORO SCHOOL DISTRICT 1J
September 14, 2021
BOARD SELF-EVALUATION PROCESS**

SITUATION

Board members will discuss their self-evaluation process and timeline for 2021-22.

RECOMMENDATION

The Superintendent recommends that the Board of Directors review their self-evaluation process and timeline for 2021-22 and provide input.

Board Self-Evaluation Process (2021-2022) - 360° Component

360° Feedback Groups and Collection Method

- Online Evaluation Survey Worksheet:
 - All HSD Board members
 - HSD Superintendent
 - HSD Cabinet with Confidential Board and Superintendent's Assistants
 - HSD Unions Leadership (HEA, HCU)

- Emailed interview form and telephone interviews:
 - Hillsboro Mayor
 - Hillsboro City Council Members
 - Hillsboro Schools Foundation
 - Chamber of Commerce – Deanna Palm
 - School Board members in Washington County
 - NWRESO – Lisa Poehlitz
 - HSD PAC Officers (Latinx, Black Village, Native American)
 - North Plains Mayor
 - City of Cornelius Mayor
 - HSD Budget Committee
 - HSD CCAC
 - HSD Bond Oversight

Collection Method

- Online evaluation survey worksheet
 - Board and staff members will be directed to an online worksheet with a set of Standards for Board performance with performance indicators to be rated. All worksheets will be collected online using survey software similar to the Superintendent evaluation collection method.
 - All Board members will be collectively assigned the label "Board."
 - Because disaggregating the responses from staff members into individual groups risked identifying specific individuals, staff members will be aggregated into one group, labeled as "Other" in the online worksheet summary spreadsheet.

- Emailed interview form and telephone interviews:
 - Local leaders will be sent a different set of interview questions by e-mail message with instructions. Some interviews may be conducted via telephone. The local leader interview questions will be briefer and directed to their interaction with the Board, instead of rating Performance Indicators, which largely reflected the Board's work internal to the district.

Interview questions for local leaders:

1. What is your position or your relationship with the HSD School Board?
2. From your observations, how effectively does the HSD School Board represent the Hillsboro School District, its students, its parents, and the Hillsboro community?

3. What does the HSD School Board do especially well? What are its strengths?
4. In what area does the HSD School Board need to improve?
5. What behaviors, skills, or involvement would you recommend to the HSD School Board members to become more effective leaders in the community?
6. If you could offer the Hillsboro School Board any piece of advice, what would it be?
7. From your perspective, what should be the HSD School Board priorities for next year?

HILLSBORO SCHOOL DISTRICT 1J
September 14, 2021
BOARD GOALS DISCUSSION

SITUATION

The ongoing duties of the Board include resource allocation, formulating policy, and interacting with the community in support of the District mission. During the August retreat, the Board discussed goals for the 2021-22 school year. Based on these discussions, the following goals have been drafted.

Proposed Board goals for 2021-22

- The Board will participate in the development and adoption of a five-year strategic plan.
- The Board will direct staff to actively engage with students and create feedback loops to foster mutual understanding, increase awareness, and demonstrate action. The Board will use student input to improve policies and procedures so they align with the District's value of educational equity and serve to promote success among all students.

Board Member suggested edit:

The Board will direct staff to actively engage with students and create feedback loops to foster mutual understanding, increase awareness, and demonstrate action. The Board will use **consider** student input to improve policies and procedures ~~so they align with the District's value of educational equity and serve to promote success among all students.~~

- The Board will seek community engagement opportunities, with an emphasis on historically underserved families, in order to inform policy decisions, continually improve district systems and processes, and to guide Board professional development.

Board Member suggested edit:

The Board will seek community engagement opportunities, ~~with an emphasis on historically underserved families,~~ in order to inform policy decisions, continually improve district systems and processes, and to guide Board professional development.

RECOMMENDATION

The Superintendent recommends that the Board of Directors discuss the proposed Board goals.

HILLSBORO SCHOOL DISTRICT 1J
September 14, 2021
DISCUSS BOARD / SUPERINTENDENT WORKING AGREEMENTS

SITUATION

The ongoing duties of the Board include resource allocation, formulating policy, and interacting with the community in support of the District's mission. In order to effectively meet the District's challenges, it is essential that the Board and Superintendent function together as a leadership team. The Board / Superintendent working agreements, which facilitate unity among the team members, are annually reviewed and readopted by the Board.

Tonight's discussion will include a review of the Board / Superintendent working agreements that were first presented at the August 3 Board Retreat.

RECOMMENDATION

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

Hillsboro School District
2020-21 2021-22 Board / Superintendent Working Agreements

Purpose

The Board of Directors is the educational policy-making body for the Hillsboro School District. The Board and Superintendent function together as a leadership team to effectively meet the District's challenges, agreeing that their first and greatest concern is the educational welfare of students. The Board and Superintendent are jointly committed to upholding the values and implementing the protocols outlined in the following working agreements.

Information Requests

- Individual Board members with requests for information will contact the Superintendent or appropriate Cabinet member. The Superintendent and / or Cabinet member will respond to general questions and inquiries.
- If information requests require additional staff work, the Superintendent will determine how to proceed. Requests that require considerable staff work will be added to a Board agenda, so the Board can determine whether it is a valuable investment of staff time.
- Information requests made during Board meetings will be recorded and tracked in the minutes.

Personnel Issues

- Board members support the employment of those persons best qualified to serve as school staff, ~~and insist on the regular and impartial evaluation of all staff.~~
- Board members recognize that their sole employee is the Superintendent, whom they direct as a Board, and that it is not their role to direct staff.
- Board members agree that when they have concerns, they will follow the chain of command and contact the Superintendent or a Cabinet member.
- The Superintendent and Board Chair will collaborate to respond to employee concerns.

Speaking with One Voice

- Board members agree that they will strive to render all decisions based on the available facts and their independent judgment.
- Board members agree to accept the decision of the majority, while honoring the right of individual members to express opposing viewpoints and vote their convictions.
- The Board Chair, Vice Chair, and Superintendent will confer with each other, when

possible, before responding to the media and community as the official voice of the Board. The Superintendent and Communications Director will communicate facts and notify the Board when responding, as appropriate.

- Board members will be certain to clarify when they are speaking on their own behalf and when they are speaking as representatives of the Board. (For example, "... I am speaking to you today as an individual, and not on behalf of the Hillsboro School District Board of Directors.")

Superintendent / Board Relationship

- Board members agree to work with other Board members to establish effective Board policies, and to delegate authority for the administration of the schools to the Superintendent.
- Board members agree that they will not take any private action that will compromise the Board or administration, they will respect the confidentiality of information that is privileged under applicable law, and they will avoid being placed in a position that involves a conflict of interest.
- The Superintendent will communicate with the Board in a timely manner about issues that concern the District. Board members will provide feedback or suggestions to the Superintendent.
- The Superintendent will provide the Board with weekly updates.
- The Board Chair and Vice Chair will meet with the Superintendent to plan Board meeting agendas and strategize on how to address key issues.
- Board members and the Superintendent agree to be open to suggestions, and respectful in their manner of giving and receiving feedback, including reminders when their working agreements are being violated. The Superintendent will counsel Board members one-on-one when necessary.
- The Board and Superintendent will review, revise, and recommit to their working agreements annually.

Meetings

- Board members agree to read all packet materials prior to the meetings.
- The Board packet will normally be emailed to Board members by the end of the day on the Thursday prior to a regularly scheduled Board meeting.
- When an individual Board member has a question about an agenda item prior to a Board

meeting, they will strive to contact the Superintendent, so that information can be gathered and shared before the meeting.

- The Superintendent and Board secretary will act as parliamentarians at Board meetings to help ensure that each motion is clear and there is no missing or misunderstood information.
- The Board Chair will make every effort to ensure that all Board members wishing to speak regarding an agenda item have an opportunity to be heard.

Communication – Board / Superintendent / Staff / Community

- Board members and the Superintendent agree to show respect and consideration for each other at Board meetings and in all of their communications, work collaboratively together, strive to be a highly functioning team, and offer the same level of consideration and respect to administrators, staff members, audience members, and community members.
- Board members will endeavor to make policy decisions only after full discussion at publicly held Board meetings.
- Board members agree to encourage the free expression of opinion by all Board members, and to follow the protocols established by the Board and Superintendent when communicating with other Board members, students, staff, and community members.
- Board members are encouraged to visit schools.
 - When Board members visit schools in their official capacity, they agree to plan their visits in advance with the principal, and wear their District “Board Member” badges.
 - When Board members visit schools as a parent or volunteer, they will sign in at the office and ask for a visitor badge. Advance notice is encouraged, but may not be required in all cases.
- Board members agree that emails sent to the entire Board from stakeholders will be answered by the Board Chair (or designee) on behalf of the Board, and copied to all Board members, and that concerns about the District will be referred to the Superintendent and Cabinet member, if appropriate. The Board Chair (or designee) will include the following points in their response:
 1. Thank you for sharing your concern regarding _____.
 2. I have referred your concern to the Superintendent and Cabinet member (if appropriate).

If a Board member would like to respond to a stakeholder who has contacted several

Board members regarding a concern, the Board member’s response will include the following points:

1. Thank you for sharing your concern regarding _____.
2. The Hillsboro School District Board Chair (or designee) will respond on behalf of the Board.

Board Meeting Agendas

- The Board Chair, Vice Chair, and Superintendent will set the Board agenda. Individual Board members may request that items be added to the agenda by contacting the Superintendent or Board Chair.
- Items will only be added to the agenda at a Board meeting if the majority of the Board agrees to consider them.

Board Professional Development Requests

- Because Board members believe that professional development is a key component to being an effective Board member, they are committed to informing themselves about current educational issues by individual study and through participation in programs that provide valuable relevant information, such as programs sponsored by state and national school boards associations and other professional organizations.
- See policy BHB for specific information regarding professional development requests. Board members participating in professional development opportunities will share a brief summary of the training with the rest of the Board following the event.

Adopted 09/22/20

HILLSBORO SCHOOL DISTRICT 1J
September 14, 2021
BOARD PROFESSIONAL DEVELOPMENT DISCUSSION

SITUATION

The Board of Directors will receive an update regarding potential professional development opportunities, discuss attendance of state and national conventions, OSBA state Board positions, and committee opportunities. The Board will also receive a summary of the Board Budget, as well as a refresher of purchasing and reimbursement guidelines.

RECOMMENDATION

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

HILLSBORO SCHOOL DISTRICT
September 14, 2021
FACILITIES NAMING/RENAMING – MILLER EDUCATION CENTER WEST

SITUATION

With the addition of a new modular building being constructed at MEC West, a naming process was established to meet current board policy FF Naming Facilities. In addition, a re-branding of MEC programs is underway that may include the renaming of the main building and campus. Both of these processes have worked simultaneously with each other. Below is an update of the naming/renaming process.

A task force, composed of a cross-section of staff, students and community members, assumed the role of reviewing name recommendations. The task force identified the leading candidates and will be presenting them to the Superintendent. The Superintendent will then present them to the Board of Directors for review and final approval.

Process and Timeline

Suggestions for names were requested from the community, MEC students and staff, and high schools in the spring of 2021. The Naming Task Force met to review these suggestions and will ultimately recommend finalists to the Superintendent. This community outreach included a student survey, staff survey, community survey, and the District reaching out to various PAC groups.

On May 26, 2021, the Naming Task Force convened its first virtual meeting to review Policy FF related to facility naming and the implementation plan for forwarding name finalists to the Superintendent. The task force comprises the following members:

Casey Waletich, Chief Operations Officer, HSD Facilities (Task Force lead)
Jane Siguenza, HSD Bond Marketing Specialist
Kristi Wilson, City of Hillsboro Economic Development
Stan Miller, Founding Principal, Former HSD Administrator
Arely Moreno, Recent MEC Student/Graduate
Katie Putnam, MEC Student
Amber Bass, MEC Student
Alice Ricket, HOA/HSD Early College
Tiffany Mosqueda, Former Principal, MEC
Amy Torres, Current Principal, MEC
Julie Kasper, Assistant Principal, Century High School
Ralph Medina, MEC Staff
Kori Sakamoto, MEC Staff
Jami Parsons, Branding and Communications Consultant

The first round of outreach produced 16 names for the campus name and six names for the new building. For its next meeting on June 16, 2021, members of the task force reviewed the

suggestions, discussed their preferences, and discussed their reasoning, resulting in the narrowing down of the names to four for the campus and four for the new building.

Appendix 1 shows the suggestions, and the breakdown of choices ranked.

The week of August 2nd, the naming survey was reopened and shared with various Districts parent PACs for additional feedback and review.

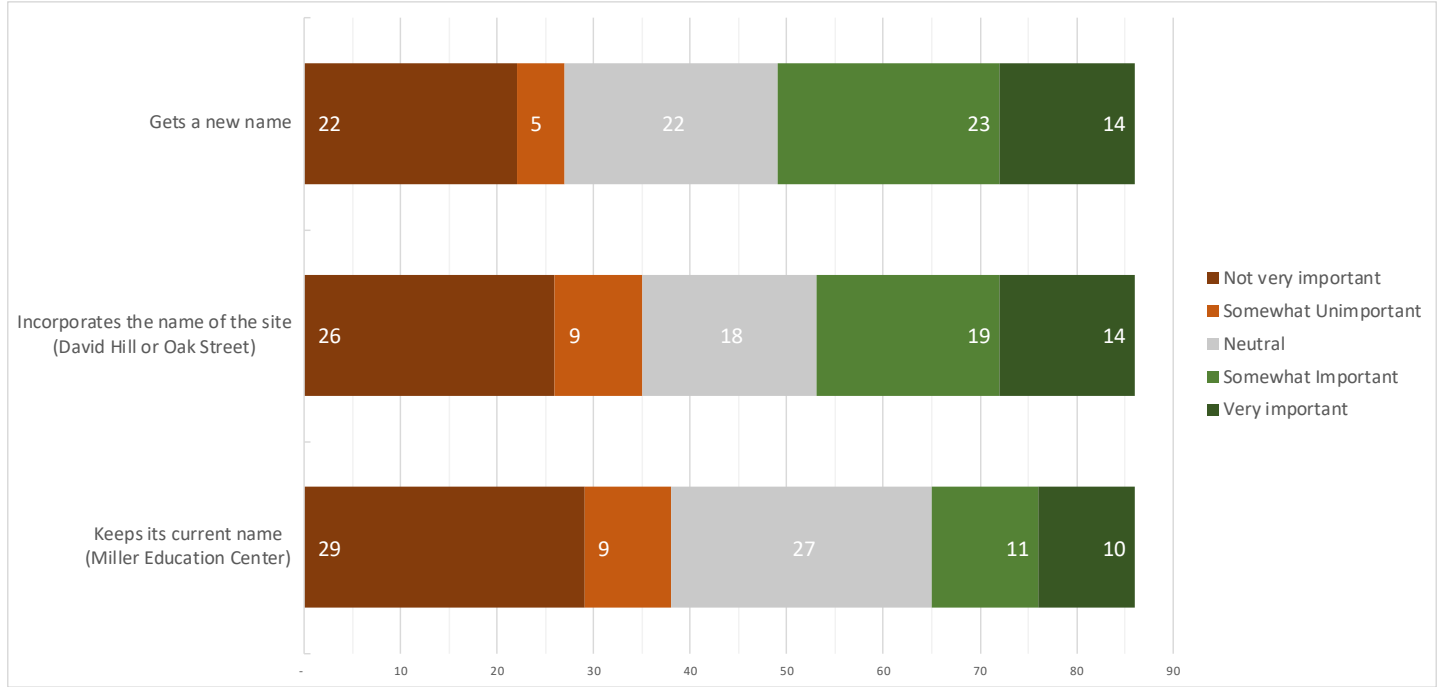
On August 3rd, an update on the process was shared at the Board retreat. Due to time constraints at the retreat, this is an additional opportunity for Board discussion.

RECOMMENDATION

The Superintendent recommends the Board of Directors review the information and ask any questions they have.

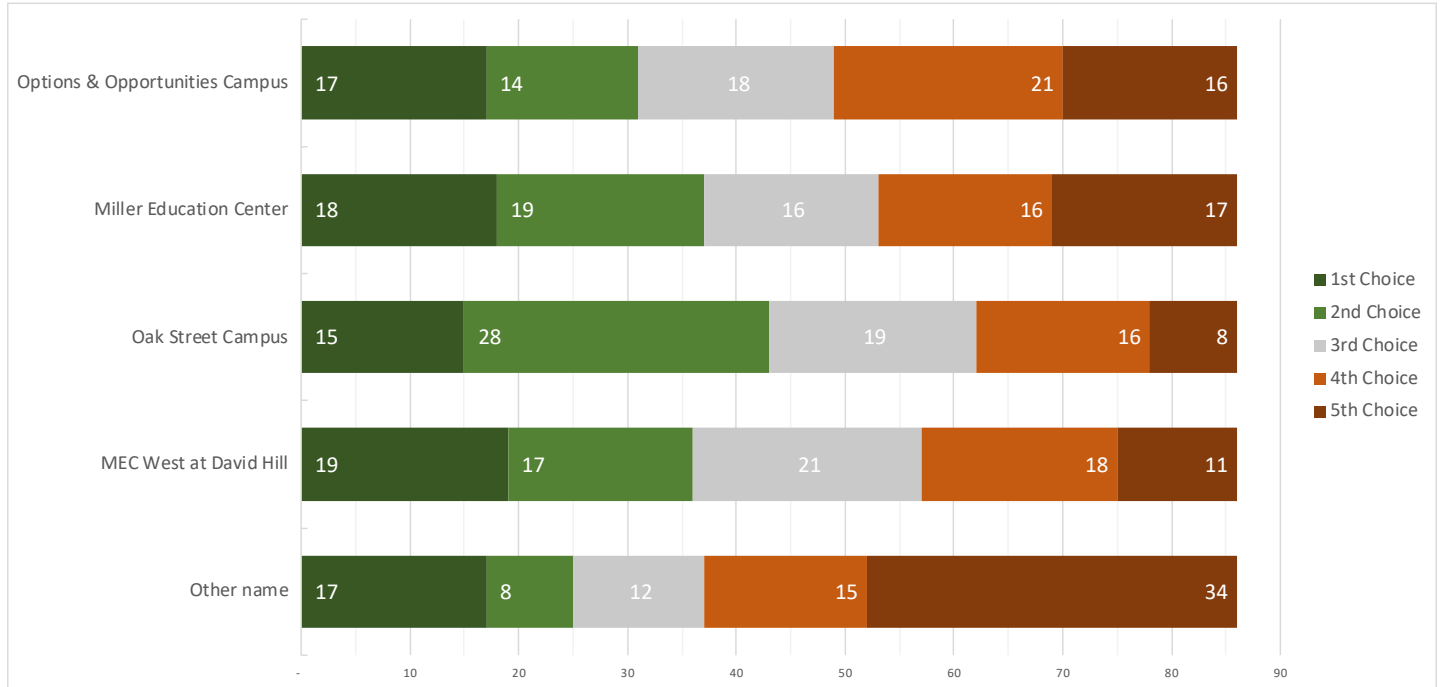
QUESTION 1: How important is it to you that the campus...

	Not very important	Somewhat Unimportant	Neutral	Somewhat Important	Very important	Sum of Not Very Imp/ Somewhat Unimportant	Sum of Very/ Somewhat Important	Mean	Median
Gets a new name	22	5	22	23	14	27	37	3.02	3.00
Incorporates the name of the site (David Hill or Oak Street)	26	9	18	19	14	35	33	2.84	3.00
Keeps its current name (Miller Education Center)	29	9	27	11	10	38	21	2.58	3.00



QUESTION 2: What are your preferences for campus names? Please rank your choices:

	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice	Sum of 1st or 2nd Choices	Sum of 4th or 5th Choices	Mean	Median
Options & Opportunities Campus	17	14	18	21	16	31	37	3.06	3.00
Miller Education Center	18	19	16	16	17	37	33	2.94	3.00
Oak Street Campus	15	28	19	16	8	43	24	2.70	2.50
MEC West at David Hill	19	17	21	18	11	36	29	2.83	3.00
Other name	17	8	12	15	34	25	49	3.48	4.00

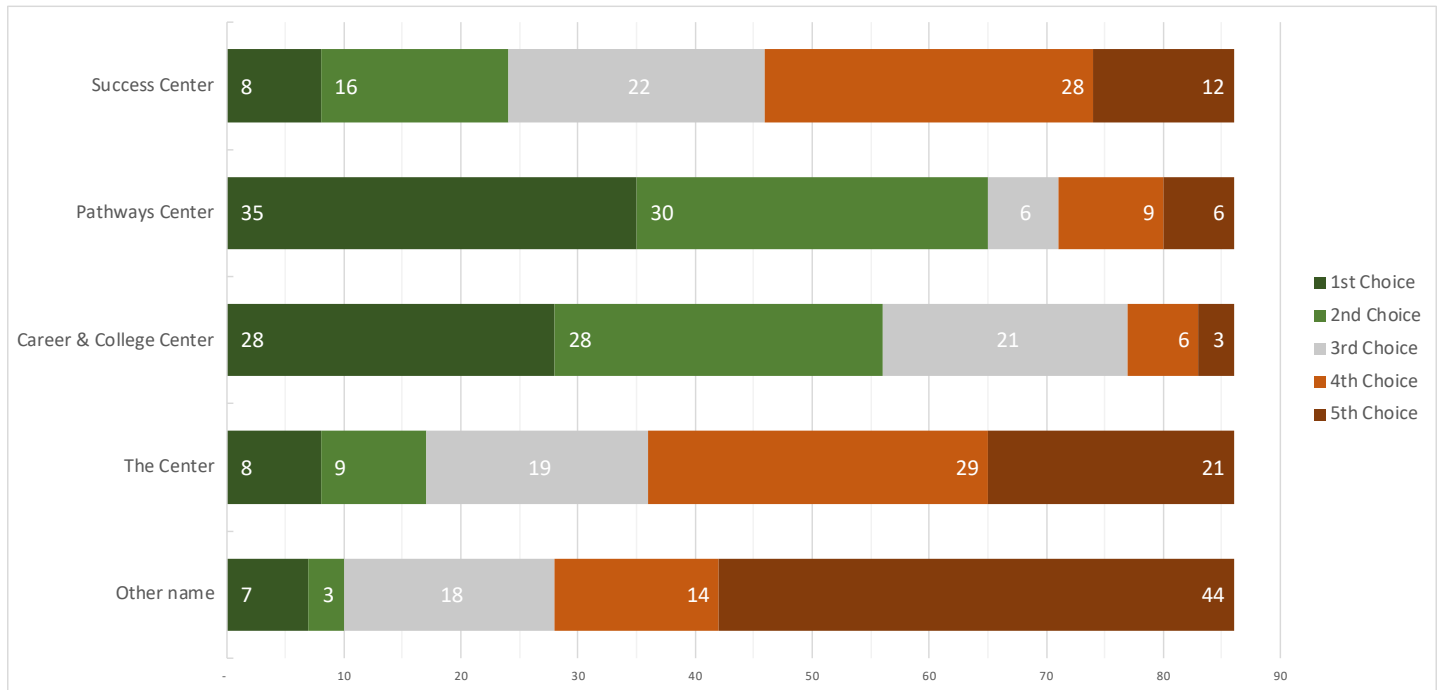


Other campus names ranked as 1st or 2nd choice:

- Oak Street Education Center
- David Hill Education Center
- David Hill MEC
- David Hill Pathways Center
- Hillsboro Pathways Campus
- STEM School
- Hillsboro Achieve
- Miller Education Comprehensive Center
- Oak Hill Campus
- El Camino Campus (Pathway Campus)
- Hillsboro Alternative and Big Picture Programs
- HSD Options Campus

QUESTION 3: What are your preferences for names for the new building? Please rank your choices.

	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice	Sum of 1st or 2nd Choices	Sum of 4th or 5th Choices	Mean	Median
Success Center	8	16	22	28	12	24	40	3.23	3.00
Pathways Center	35	30	6	9	6	65	15	2.08	2.00
Career & College Center	28	28	21	6	3	56	9	2.16	2.00
The Center	8	9	19	29	21	17	50	3.53	4.00
Other name	7	3	18	14	44	10	58	3.99	5.00



Other building names ranked as 1st or 2nd choice:

- Career Development Center
- The Connections Center

DEMOGRAPHICS

Type of Respondent	Counts
High school student	1
Miller Education Center	1
HSD staff person	64
Century High School	5
Elementary School	3
Glencoe High School	6
Hillsboro High School	4
Hillsboro Online Academy	5
Liberty High School	5
Middle School	2
Miller Education Center	22
None	12
Other community member	7
Century High School	1
Glencoe High School	4
Hillsboro High School	1
Liberty High School	1
Parent/guardian of a student	14
Century High School	3
Elementary School	4
Glencoe High School	1
Hillsboro High School	1
Liberty High School	3
Middle School	1
Miller Education Center	1
Grand Total	86

Affiliation	Counts
Century High School	9
HSD staff person	5
Other community member	1
Parent/guardian of a student	3
Elementary School	7
HSD staff person	3
Parent/guardian of a student	4
Glencoe High School	11
HSD staff person	6
Other community member	4
Parent/guardian of a student	1
Hillsboro High School	6
HSD staff person	4
Other community member	1
Parent/guardian of a student	1
Hillsboro Online Academy	5
HSD staff person	5
Liberty High School	9
HSD staff person	5
Other community member	1
Parent/guardian of a student	3
Middle School	3
HSD staff person	2
Parent/guardian of a student	1
Miller Education Center	24
High school student	1
HSD staff person	22
Parent/guardian of a student	1
None	12
HSD staff person	12
Grand Total	86

HILLSBORO SCHOOL DISTRICT 1J
September 14, 2021
NOTICE OF INTENT TO PURCHASE

SITUATION

As part of the identified bond projects, the District planned to replace and upgrade the current voice over internet protocol (VOIP) phone system. After a Request for Information (RFI) process the district selected Mitel as the system that provided the best options and features. Multiple Mitel vendors were contacted and provided proposals for Mitel phones, management systems, installation and 5 years of support. The District has selected Structured Communications Systems Incorporated to provide the required hardware, installation, and services through the NJPA-Sourcewell Cooperative Purchasing Agreement Contract #040314-MBS. The total cost is \$1,068,182.44 and funding will be provided by the 2017 District Bond as authorized under the Ballot Title.

Devices and Services to be purchased are:

Mitel Voice Switch ST100A (25)
Mitel Voice Switch ST50A (23)
Mitel Voice Switch ST1D (4)
Rack Mount Tray Kit (44)
Grandstream HT801 (83)
Mitel 6920 Desktop Phone (2442)
Mitel 6930 Desktop Phone (126)
RealPresence Trio 8800 IP Phone (7)
Mitel Courtesy License (102)
Mitel Essential License Bundle (2472)
Mitel Advanced License Bundle (51)
Virtual Phone Capacity Qty 200 (10)
SIP Device License (90)
Distributed Voice Service License (3)
SIP Trunk Software License (104)
Virtual SIP trunk license Qty 50 (2)
Additional Site License (40)
Call Recorder Base Package Qty 5 (1)
Call Recorder Add On Qty 5 (1)
GFI Faxmaker 1 Year Subscription 50-249 Users (80)
GFI FaxMaker 1 Year Subscription 3-10 Lines (4)
Brooktrout SR140 (1)
Brooktrout 1 Year Value Plan (1)
NetVanta 3140 100-Session SBC (1)
NetVanta 19" Rack Mount Brackets (1)
ProCare 3 year 7x24x4hr Remote Support (1)
5 Years Mitel Partner Support- Advanced Replacement (1)

5 Years Brightmetrics Core UC Reporting (1)
Mitel Two months service contract extension (1)
Mitel Revolution (SLED Bundle) Up to 1000 (50)
Mitel Revolution Revolution subscription Term (12)
Mitel Revolution for MiVoice Connect (1)
Structured Professional Services: Implementation, Project Management & Admin Training (1)
Structured Professional Services: Placement of Mitel IP Phones and removal of existing phones (1)
Cisco Networking Professional Services (100)
Structured Professional Services: Onsite End User Training (Qty 4) and Go-Live Support (1)

The District is purchasing these devices and services from Structured Communications Systems Incorporated using a cooperative purchasing agreement, an exception to the public procurement requirements for conducting a request for proposal on purchases over \$150,000. Hillsboro School District 1 J is permitted to join cooperative purchasing agreements under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

RECOMMENDATION

The Superintendent recommends the Board of Directors acknowledge the Notice of Intent to Purchase by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

I move that the Board of Directors acknowledge the Notice of Intent to Purchase by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

HILLSBORO SCHOOL DISTRICT 1J
September 14, 2021
NOTICE OF INTENT TO PURCHASE

SITUATION

Each year, the District purchases enough licenses for staff, computers and servers to use Microsoft Software, Operating Systems and Services. Student use of equivalent licenses is at no charge. The total cost is \$234,252.23 for the 2021-22 year.

Licenses to be purchased are:

Microsoft Exchange Online Advanced Threat Protection (3,038)
Microsoft Office 365 Pro Plus A – student (30,000)
Microsoft Office 365 (Plan A1) - student (30,000)
Microsoft Office 365 Pro Plus (4,500)
Microsoft Office 365 (Plan A1) (4,500)
Microsoft Visual Studio Professional (2)
Microsoft Visual Studio Enterprise (3)
Microsoft Windows Azure (1)
Microsoft Windows Remote Desktop Services (100)
Microsoft Windows Server Standard Edition (8)
Microsoft Windows Server Datacenter Edition (66)
Microsoft SQL Server Standard Core (12)
Microsoft SQL Server Enterprise Core (13)
Microsoft 365 A3 – student (22,000)
Microsoft 365 A3 (3,038)
Microsoft 365 A5 (25)
Microsoft Office 365 Advanced Threat Protection – student (22,000)
Power BI Pro for EDU (9)

As a member of the [Organization for Educational Technology and Curriculum \(OETC\)](#), the District has the benefit of participating in a cooperative purchasing agreement, an exception to the public procurement requirements for conducting a request for proposal on purchases over \$150,000. Hillsboro School District 1 J is permitted to join cooperative purchasing agreements under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

RECOMMENDATION

The Superintendent recommends the Board of Directors acknowledge the Notice of Intent to Purchase by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).

I move that the Board of Directors acknowledge the Notice of Intent to Purchase by use of a cooperative purchasing agreement, under the authority of the State of Oregon (ORS 279A.215 Permissive Cooperative Procurements).