

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

Board Meeting Agenda
Tuesday, December 5, 2023
5:15 PM

Please note that the estimated times for specific items on Board meeting agendas are subject to change; if audience members wish to be present for specific agenda items, they are encouraged to arrive at least 15 minutes prior to the estimated time.

1. **4:00 PM - Audit Committee Meeting**
Presenter: Michelle Morrison
Time: 4:00 PM, 60 minutes
2. **5:15 PM - Executive Session**
 - A. Call to Order Executive Session
Presenter: Mark Watson
Time: 5:15 PM
 - B. ORS 192.660(2)(b) - Complaint Brought Against a Staff Member
Presenter: Mark Watson
Time: 5:15 PM, 30 minutes
 - C. ORS 192.660(2)(d) - Labor Negotiator Consultation
Presenter: Kona Lew-Williams
Time: 5:45 PM, 15 minutes
 - D. Recess Executive Session
Presenter: Mark Watson
Time: 6:00 PM
3. **6:00 PM - Work Session**
 - A. Latina/o/x Parent Advisory Committee Report 4
Presenters: Francesca Sinapi / Olga Acuña
Time: 6:00 PM, 40 minutes
 - B. Proclamations Discussion 5
Presenter: Mark Watson
Time: 6:40 PM, 5 minutes
 - C. Action Items 6
 1. Hold Complaint Hearing Determination
Presenter: Mark Watson
Time: 6:45 PM, 5 minutes
SAMPLE MOTION: *I move that the Board of Directors accept/decline to hear the Step 4 complaint filed by Patricia Hayden.*
 - D. Recess Work Session
Presenter: Mark Watson
Time: 6:50 PM
4. **7:00 PM - Regular Session**
 - A. Call to Order and Flag Salute
Presenter: Mark Watson
Time: 7:00 PM, 5 minutes
 - B. Land Acknowledgement 7
Presenter: Mark Watson
Time: 7:05 PM, 5 minutes
 - C. Approval of Agenda
Presenter: Mark Watson

Time: 7:10 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors approve the agenda as printed.

D. Consent Agenda

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

Presenter: Mark Watson

Time: 7:15 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors approve the Consent Agenda as printed

1. Approve Minutes of November 14, 2023, Board Meeting

8

2. Approve Routine Personnel Matters

16

E. Audience Time

Presenter: Mark Watson

Time: 7:20 PM, 5 minutes

F. Reports and Discussion

1. First Reading - High School Courses: Animal Lab Care 1, Animal Lab Care 2, and Medical Laboratory Technology

Presenter: Brooke Nova

Time: 7:25 PM, 20 minutes

2. First Reading - Curriculum Approval: K-12 Systematic ELD

Presenter: Brooke Nova

Time: 7:45 PM, 15 minutes

3. Financial Report

Presenter: Michelle Morrison

Time: 8:00 PM, 5 minutes

4. School Calendar Update

Presenter: Kona Lew-Williams

Time: 8:05 PM, 5 Minutes

5. Bond Program Review Report

Presenter: Michelle Morrison

Time: 8:10 PM, 5 minutes

G. Action Items

1. Accept Annual Comprehensive Financial Report for 2022-2023

Presenter: Michelle Morrison

Time: 8:15 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors accept the Annual Comprehensive Financial Report for 2022-2023.

2. Approve 2022-23 Annual Comprehensive Financial Report Plan for Corrective Actions

Presenter: Michelle Morrison

Time: 8:20 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors approve the 2022-23 Annual Comprehensive Financial Report Plan for Corrective Actions.

3. Student Investment Act Agreement

Presenters: Brooke Nova and Michelle Morrison

Time: 8:25 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors approve the Student Investment Act Grant Agreement.

4. Approve High School Course: Construction 3

Presenter: Brooke Nova

Time: 8:30 PM, 5 minutes

SAMPLE MOTIONS: I move that the Board of Directors approve the proposed course Construction 3.

5. Approve Early Literacy Success Grant

Presenters: Audrea Neville / Brooke Nova

Time: 8:35 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors approve the Early Literacy Success Grant.

6. Elect Members to Oregon School Boards Association Board of Directors and Legislative Policy Committee and Approve Resolutions

Presenter: Mark Watson

Time: 8:40 PM, 5 minutes

SAMPLE MOTION:

- **I move that the Board of Directors cast its vote for Tristan Irvin for the OSBA Board of Directors, position 16.**
- **I move that the Board of Directors cast its vote for Becky Tymchuk for the OSBA Legislative Policy Committee, position 16.**
- **I move that the Board of Directors approve Resolution 1 to create the Oregon Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and the Legislative Policy Committee.**
- **I move that the Board of Directors approve Resolution 2 to adopt the proposed amendments to the OSBA Bylaws.**

7. Adopt Planning Calendar for the 2024-25 Budget

Presenter: Michelle Morrison

Time: 8:45 PM, 5 minutes

SAMPLE MOTION: I move that the Board of Directors adopt the planning calendar for the 2024-25 budget.

- H. HCU / HEA Reports

Presenter: Mark Watson

Time: 8:50 PM, 10 minutes

- I. Discussion Time

Presenter: Mark Watson

Time: 9:00 PM, 10 minutes

1. Student Representatives' Time
2. Superintendent's Time
3. Board of Directors' Time

- J. Adjourn Board Meeting

Presenter: Mark Watson

Time: 9:10 PM

- K. Next Meetings of the Board of Directors:

- January 9, 2024, Board Work Session
- January 23, 2024, Board Work / Regular 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
December 5, 2023
LATINA/O/X PARENT ADVISORY COMMITTEE REPORT AND DISCUSSION

SITUATION

The role of the Hillsboro School District's Latina/o/x Parent Advisory Committee (HSD Latina/o/x 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 Latina/o/x parent community.

Further, the Latina/ox PAC collaborates and consults with the District's Office of Federal Programs and the Equity, Access, and Engagement Team that works in partnership with the Office of School Performance. The Office of Federal Programs 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
December 5, 2023
PROCLAMATIONS DISCUSSION**

SITUATION

The Board will review a draft list of Proclamation for the 2024 year. As a reminder, the following guidelines were used when constructing this list:

Guidelines

- Proclamations should reflect inclusiveness as related to the education of our students and the values of the community. Proclamations will recognize, celebrate and honor the diversity of our students, staff and community.
- Proclamations must have a district wide significance and demonstrate relevancy to the Hillsboro School District.

Recommended Proclamations

- | | |
|--|-----------|
| • School Board Appreciation Month | January |
| • Black History Month | February |
| • National School Counseling Week | February |
| • School Bus Driver Recognition Day | February |
| • Classified Employee Appreciation Week | March |
| • Women’s History Month | March |
| • National Volunteer Week | April |
| • Jewish American Heritage Month | May |
| • Asian & Pacific Islander Heritage Month | May |
| • Teacher Appreciation Week | May |
| • National School Nurses Week | May |
| • LGBTQ Pride Month | June |
| • Latinx Heritage Month | September |
| • Workforce Development Month | September |
| • Safe Schools Month | October |
| • National Principals Month | October |
| • Manufacturing Day | October |
| • Native American Heritage Month | November |
| • American Education Week | November |
| • National Education Support Professionals Day | November |

RECOMMENDATION

The Superintendent recommends that the Board of Directors review and discuss the 2024 Proclamations draft.

HILLSBORO SCHOOL DISTRICT 1J
December 5, 2023
HOLD COMPLAINT HEARING DETERMINATION

SITUATION

A formal complaint has been made by an employee alleging violations of Policy AC: Nondiscrimination.

Today, the Board of Directors will hold a vote to determine if they will hear the Step 4 appeal.

RECOMMENDATION

The Superintendent recommends that the Board of Directors take action on the following motion:

I move that the Board of Directors accept/decline to hear the Step 4 complaint filed by Patricia Hayden.

**HILLSBORO SCHOOL DISTRICT 1J
BOARD OF DIRECTORS 2023-2024
LAND ACKNOWLEDGEMENT**

As we gather here today, we would like to take a moment to acknowledge that our district service area is on the occupied traditional homelands of the Atfalati Indigenous people, lands we now call Washington County and the State of Oregon.

We honor the Indigenous people whose traditional and ancestral homelands we stand on the Tualatin Kalapuya, Kathlamet, Clackamas, Tumwater, Molalla, bands of the Chinook and many other Indigenous nations of the Columbia River.

In remembering these communities, we honor their legacy, their lives, and their ancestors. We also recognize the urban Indigenous/Native/First Peoples community living in the metro area, which includes over 400 tribal nations.

The Hillsboro School District is committed to the recognition and education regarding tribal and local history and working with our local tribes in partnership.

DRAFT

HILLSBORO SCHOOL DISTRICT BOARD OF DIRECTORS—MINUTES

November 14, 2023

District Administration Center, 3083 NE 49th Place, Hillsboro, Oregon

1. DINNER WITH NATIVE AMERICAN PAC LEADERS

| | |
|---|---|
| <u>Board Present:</u> | <u>Staff Present:</u> |
| Mark Watson, Chair | Travis Reiman, Superintendent |
| Ivette Pantoja, Vice Chair | Audrea Neville, Assistant Superintendent, School Performance |
| See Eun Kim, virtual | Brooke Nova, Assistant Superintendent, Academic Services |
| Erika Lopez | Beth Graser, Communications Officer |
| Nancy Thomas | Kona Lew-Williams, Human Resources Officer |
| Monique Ward | Michelle Morrison, Financial Officer |
| | Saideh Haghighi Khochkhou, Operations Officer |
| <u>Student Representatives Present:</u> | Jordan Beveridge, Information Technology Officer |
| Hadley Brathapan | Francesca Sinapi, Equity, Access and Engagement Officer |
| RJ Panlilio | Olga Acuña, Executive Director of Federal Programs |
| Aliannah Shalikar | Barb Francom, Native American & Alaska Native Education Coordinator |
| | Kathy Wilson, Executive Assistant to the Superintendent |
| <u>PAC Members Present:</u> | Rose Roman, Executive Assistant to the Board |
| Casey Parisian | Ciara Hartzell, Technology Support |
| Jeannie Sigsworth | John Garcia, Technology Support |
| Rosie Quim | Gabriel Galindo Mendez, Technology Support |

A. Call to Order

Board Chair Mark Watson called the meeting to order at 5:03 PM.

Board members and Cabinet members shared a meal with Native American PAC members.

2. WORK SESSION

| | |
|---|---|
| <u>Board Present:</u> | <u>Staff Present:</u> |
| Mark Watson, Chair | Travis Reiman, Superintendent |
| Ivette Pantoja, Vice Chair | Audrea Neville, Assistant Superintendent, School Performance |
| See Eun Kim, virtual | Brooke Nova, Assistant Superintendent, Academic Services |
| Erika Lopez | Beth Graser, Communications Officer |
| Nancy Thomas | Kona Lew-Williams, Human Resources Officer |
| Monique Ward | Michelle Morrison, Financial Officer |
| | Saideh Haghighi Khochkhou, Operations Officer |
| <u>Student Representatives Present:</u> | Jordan Beveridge, Information Technology Officer |
| Hadley Brathapan | Francesca Sinapi, Equity, Access and Engagement Officer |
| RJ Panlilio | Olga Acuña, Executive Director of Federal Programs |
| Aliannah Shalika | Barb Francom, Native American & Alaska Native Education Coordinator |
| | Kathy Wilson, Executive Assistant to the Superintendent |
| <u>PAC Members Present:</u> | Rose Roman, Executive Assistant to the Board |
| Casey Parisian | Ciara Hartzell, Technology Support |
| Jeannie Sigsworth | John Garcia, Technology Support |
| Rosie Quim | Gabriel Galindo Mendez, Technology Support |
| | Mary Kay Babcock, HEA President |
| <u>Others Present:</u> | |
| Dustin Rose | |
| Lauren MacMillan, Piper Sandler | |

- A. Native American Parent Advisory Committee (NA PAC) Report
Equity, Access and Engagement Officer Francesca Sinapi introduced Native American & Alaska Native Education Coordinator Barb Francom. PAC members Casey Parisian, Jeannie Sigsworth, and Rosie Quim gave their presentation on the Native American PAC activities. Board members asked questions and provided comment.
- B. Discuss Budget Committee Applications / Introduce Applicants
Financial Officer Michelle Morrison discussed the Budget committee vacancies and introduced the applicants. Applicant Dustin Rose appeared on Zoom and introduced himself to the Board and expressed his interest in serving on the Budget Committee. Board members ranked the three candidates on paper ballots.
- C. Student Investment Account (SIA) Annual Report
Financial Officer Michelle Morrison introduced the topic. Assistant Superintendent Brooke Nova discussed the 2022-2023 SIA, Integrated Guidance, Strategic Plan, focal groups, performance targets, and strategic plan accountability. Financial Officer Michelle Morrison discussed grant requirements, 2022-23 student investment account by fund, and SIA expansion. Superintendent Travis Reiman recognized Financial Officer Michelle Morrison's budget work. Board members asked questions and provided comment.
- D. Property Tax Levy Series Part II: Capital Project and Local Option Levy Outlook for HSD
Financial Officer Michelle Morrison introduced the topic and Lauren MacMillan from Piper Sandler. She discussed capital project ballot titles, the difference between capital project or bond levy, pre-2017 Bond outstanding GO Bonds Levy rates, and the relevancy to the 2017 bond program. Board members asked questions and provided comment.

- E. Recess Work Session
Board Chair Mark Watson recessed at 6:52 PM.

3. **REGULAR SESSION**

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|---|---|
| Board Present: | Staff Present: |
| Mark Watson, Chair | Travis Reiman, Superintendent |
| Ivette Pantoja, Vice Chair | Audrea Neville, Assistant Superintendent, School Performance |
| See Eun Kim, virtual | Brooke Nova, Assistant Superintendent, Academic Services |
| Erika Lopez | Beth Graser, Communications Officer |
| Nancy Thomas | Kona Lew-Williams, Human Resources Officer |
| Monique Ward | Michelle Morrison, Financial Officer |
| | Saideh Haghighi Khochkhou, Operations Officer |
| Student Representatives Present: | Jordan Beveridge, Information Technology Officer |
| Hadley Brathapan | Francesca Sinapi, Equity, Access and Engagement Officer |
| RJ Panlilio | Melissa Pendergrass, Coordinator of Career and College Pathways |
| | Todd Patterson, Construction Teacher - CTE Program, GHS |
| CCAC Members: | Jonathan Stupfel, Technology Teacher - Industrial Ed, GHS |
| Daisy Jacobo Nolasco | Rose Roman, Executive Assistant to the Board |
| Joe Everton | Ciara Hartzell, Technology Support |
| | John Garcia, Technology Support |
| | Gabriel Galindo Mendez, Technology Support |
| | Mary Kay Babcock, HEA President |

- A. Call to Order and Flag Salute
Board Chair Mark Watson reconvened the meeting at 7:04 PM and led the Pledge of Allegiance.
- B. Land Acknowledgement
Board Chair Mark Watson read the Land Acknowledgement.
- C. Approval of Agenda
Director Erika Lopez MOVED, SECONDED by Director Monique Ward, to approve the agenda as printed.

The MOTION CARRIED (6-0).

No further discussion took place.
- D. Consent Agenda
Consent agenda items are distributed to Board members in advance for study, and enacted with a single motion.

Director Monique Ward MOVED, SECONDED by Director Nancy Thomas, to approve the Consent Agenda as printed.

The MOTION CARRIED (6-0).

No discussion took place.

Consent Agenda items were as follows:
1. Approve Minutes of October 24, 2023, Board meeting

2. Approve Routine Personnel Matter

E. Audience Time

Two audience members requested to address the Board:

Austin Mealue addressed the Board regarding a bus stop issue.

Leah Espinoza addressed the Board regarding a bus suspension issue.

F. Reports and Discussions

1. First Reading - High School Course Proposal: Construction 3

Assistant Superintendent Brooke Nova introduced Coordinator of Career and College Pathways Melissa Pendergrass. Melissa Pendergrass and Glencoe High School Construction teacher Todd Patterson presented the Construction 3 course for first reading. Assistant Superintendent Brooke Nova recognized Glencoe High School Jonathan Stupfel who was in the audience supporting the presentation. Board members asked questions and provided comment.

2. Early Literacy Success Grant

Assistant Superintendent Audrea Neville introduced the topic, discussed the 3rd grade strategic plan metric, adoption and implementation of curricula, employment of literacy specialists and coaches, professional development and coaching, extended learning programs, summer school program planning and high-dosage tutoring. Assistant Superintendent Brooke Nova discussed the focus on early literacy framework and the timeline for the grant. Board members asked questions and provided comment.

3. 2024-2025 and 2025-26 School Calendars - First Reading

Human Resources Officer Kona Lew-Williams presented the 2024-2025 and 2025-26 school calendars for first reading. Board members asked questions and provided comment.

4. Financial Report

Financial Officer Michelle Morrison offered to answer any questions.

G. Action Items

1. Appoint Budget Committee Members

Director Mark Watson MOVED, SECONDED by Director Monique Ward, that the Board of Directors appoint the slate of candidates identified during the work session to the vacant positions on the Budget Committee as follows:

- Appoint Dustin Rose to position 1, which expires on June 30, 2026
- Appoint Zarmeena Khan to position 2, which expires on June 30, 2026
- Appoint Bob Chamberlain to position 3, which expires on June 30, 2024

The MOTION CARRIED (5-0).

Chair Mark Watson thanked all three applicants for their applications.

2. OSAA Collective Sponsorship Application - LHS and HHS Swimming

Operations Officer Saideh Haghighi Khochkhoh presented the OSAA Collective Sponsorship Application.

Director Nancy Thomas MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors approve the Collective Sponsorship Application.

The MOTION CARRIED (5-0).

No further discussion took place.

3. Approve High School Course - Metal Processing 3

Director Nancy Thomas MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors approve the proposed course Metal Processing 3.

The MOTION CARRIED (5-0).

Chair Mark Watson expressed his excitement for this course.

4. Declare Surplus Equipment and Authorize Disposal

Financial Officer Michelle Morrison discussed disposal of the bus, and the donation to the fire department for training purposes.

Director Ivette Pantoja MOVED, SECONDED by Director Monique Ward, that the Board of declare Bus #125 surplus, and authorize disposal in accordance with District Surplus Procedures.

The MOTION CARRIED (5-0).

Director Monique Ward thanked Financial Officer Michelle Morrison for the information she sent.

5. Approve Superintendent Evaluation Process

Director Nancy Thomas MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors approve the Superintendent Evaluation Process.

The MOTION CARRIED (5-0).

No further discussion took place.

6. Approve Voluntary District Boundary Adjustment

Director Monique Ward MOVED, SECONDED by Director Ivette Pantoja, that the Board of Directors approve the Resolution to Adjust the Boundary with Forest Grove School District as described herein.

The MOTION CARRIED (5-0).

No further discussion took place.

H. HCU / HEA Reports

HCU President Bethany Schaffner submitted her report via video. She expressed gratitude for Classified staff. She acknowledged the tireless efforts of teachers on American Education Week. She shared stories of classified employees experiencing safety issues working with students and asked Board member to attend future Classified Listening Sessions.

HEA President Mary Kay Babcock acknowledge Native American Heritage Month, and discussed resources provided for Native students. She wished staff Happy American Education Week. She discussed the draft calendars and asked for the Board review to be paused for HEA to have time to review them.

I. Discussion Time

1) Student Representatives' Time

RJ Panlilio highlighted attending the OSBA conference, getting to know Board members, and the great networking experiencing. He stated that most district around the state don't have student representatives, but those that do, the students don't generally advocate for their whole district, only their specific school. He appreciated the opportunity being a student representative provides. He wished everyone a Happy Thanksgiving.

Hadley Brathapan said he and RJ Panlilio met with Talent Recruitment and Retention TOSA Kim Bayer to discuss ways to reach job seekers through social media. He addressed Human Resources Officer Kona Lew-Williams, said his advisory teacher wanted to ask if students and family could give feedback on calendars. He said he is very grateful for the opportunity to serve as student representative, and highlighted Equity, Access and Engagement Officer Francesca Sinapi helping him reach out to Dr. Xylecia Fynn-Aikins to develop an affinity group at Hilhi and create a survey.

2) Superintendent's Time

Superintendent Travis Reiman gave a shoutout to the Student Service department for hosting West Linn-Wilsonville School. He highlighted the end of quarter one, parent-teacher conferences next week, and thanked staff for the amount of hours that they put into conferences. He also gave a shout out to Equity, Access and Engagement Officer Francesca Sinapi and the family engagement team for all of the evening events that are being put on, saying that there are so many opportunities for families to engage with HSD. He stated that his goal is to engage with the HSD community, and thanked everyone who attended the Superintendent coffee chats, and Licensed and Classified listening sessions over the last several months. He also highlighted his attendance at the OSBA convention, stated that he is grateful for the training that they offer us and for the opportunity to share best practices with other districts. He ended by thanking Board members and the Communication Department for putting together apple baskets and distributing them throughout the district from American Education Week.

3) Board of Directors' Time

Director See Kim provided no comment.

Director Monique Ward thanked staff for the presentations, thanked the parents who spoke and brought up their concerns, and wished everyone a Happy Thanksgiving. Director Nancy Thomas thanked Equity, Access and Engagement Officer Francesca Sinapi and her team for accompanying HSD students to Seattle for Black College Expo. She highlighted her attendance at OSBA convention and thanked student representative RJ Panlilio for attending with Board members and representing HSD. She thanked the parents for coming to address the Board and asked for the issues to be looked into. She additionally thanked Assistant Superintendent Brooke Nova for her presentation.

Board Vice Chair Ivette Pantoja thanked everyone for the presentations. She highlighted attending OSBA conference and participating in the apple basket creation and delivery for American Education Week.

Board Chair Mark Watson discussed attending the OSBA convention and said when it comes to student leadership or CTE – HSD is a shining example. He said he recently attended Superintendent Travis Reiman’s coffee chats, participated in delivering apples to schools for American Education week, and wished everyone a Happy Thanksgiving.

J. Adjourn Meeting

Chair Mark Watson adjourned the meeting at 8:37 PM.

HILLSBORO SCHOOL DISTRICT 1J
December 5, 2023
APPROVE ROUTINE PERSONNEL MATTERS

The Superintendent recommends the Board of Directors:

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

LauraLee Sheller

Assignment: 1.0 FTE Instructional Coach/EL Specialist
Location: Free Orchards Elementary School
Effective Date: January 1, 2024

- B. Approve the employment of the following licensed personnel in the 2023-24 school year:

Favian Campos

Education: BA – Pacific University, Forest Grove, OR
Experience: None
Assignment: 1.0 FTE General Education Specialist – Free Orchards Elementary School

Robert Clark

Education: BA – California State University, San Francisco, CA
Experience: None
Assignment: 1.0 FTE Transition Specialist – Student Services

Allison Murray

Education: BA – California State University, Chico, CA
Experience: None
Assignment: 1.0 FTE General Education Specialist – P.L. Patterson Elementary School

Tracy Welninski

Education: BA – Northeastern Illinois University, Chicago, IL
Experience: None
Assignment: 1.0 FTE Physical Education Teacher – Evergreen Middle School

- C. Approve the employment of the following licensed personnel in the 2023-24 school year, who have held temporary status:

Robert Fellows

Education: MA – University of West Georgia, Carrollton, GA
Experience: 7 years
Assignment: 1.0 FTE Social Studies Teacher – Century High School

Kevin Heikkila

Education: BA – Portland State University, Portland, OR
Experience: 3 years
Assignment: 1.0 FTE General Education Specialist – Free Orchards
Elementary School

Tiffany Jones

Education: MA – Willamette University, Salem, OR
Experience: 4 years
Assignment: 1.0 FTE General Education Specialist – Lenox
Elementary School

HILLSBORO SCHOOL DISTRICT 1J

December 5, 2023

FIRST READING - HIGH SCHOOL COURSES: ANIMAL LAB CARE 1, ANIMAL LAB CARE 2, AND MEDICAL LABORATORY TECHNOLOGY

SITUATION

Board approval is required for all proposed new courses. Once a course has been approved, it may be offered at the school bringing forth the proposal, as well as any other District school of the same level.

Animal Care Lab 1, Animal Care Lab 2, and Medical Laboratory Technology has been submitted by Melissa Pendergrass, Coordinator of Career and College Pathways.

Animal Care Lab 1 and 2 will be offered as part of the CTE veterinary science pathway. The Veterinary Science CTE Program of Study is located at Hillsboro High School and accessible to students district-wide as a CCP shuttle program. Students in Animal Care Lab 1 will learn the skills necessary to perform all job responsibilities in an animal care and grooming facility. Students in Animal Care Lab 2 will utilize the skills learned in Animal Care 1 and manage a school-based enterprise animal care and grooming facility. Animal Care Lab 1 and 2 will provide career training opportunities in an authentic work-based learning environment within the school environment, as well as opportunities for industry-recognized credentials.

Medical Laboratory Technology will primarily be offered as part of the CTE Bioscience Technologies CTE Program of Study, but will also be accessible to students in any Health Science program as an additional CTE course, district-wide. The Bioscience CTE Program of study is located at Hillsboro High School and accessible to students district-wide as a CCP shuttle program. Medical Laboratory Technology will provide students with basic concepts and technical skills necessary in the clinical laboratory field including safety, quality control, laboratory testing, and communication. Students will explore the career field of clinical laboratory science in the context of providing quality patient healthcare. Students enrolled in Medical Laboratory Technology will have the opportunity to earn dual credit through PCC.

These proposals will be presented to the CCAC at its regular meeting on December 4th, 2023. Pending CCAC recommendation, the Board will be asked to place the course proposals for first reading December 5th and approve the courses during the Board meeting on January 23rd, 2024.

RECOMMENDATION

The Superintendent recommends that the Board of Directors listens to the report, asks any questions, and takes the course proposals under review.

