

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

**Board Meeting Agenda**  
**February 26, 2019**  
**5:15 PM**

Please note that the estimated times listed below for specific agenda items 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. 5:15 PM - Work Session**

- A. Discuss Nonprofit Low-Income Affordable Housing Property Tax Exemption Request  
Presenter: Michelle Morrison  
Time: 5:15 PM, 10 minutes
- B. Facility Use Fees Discussion  
Presenter: Rian Petrick  
Time: 5:25 PM, 25 minutes
- C. Budget Workshop  
Presenter: Mike Scott / Michelle Morrison  
Time: 5:50 PM, 40 minutes
- D. Policy Discussion  
Presenter: Mike Scott  
Time: 6:30 PM, 10 minutes
- E. Discussion Time  
Time: 6:40 PM, 10 minutes
  - 1. Discuss Community Event Participation
- F. Recess Board Meeting  
Time: 6:50 PM

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

- A. Call to Order and Flag Salute  
Presenter: Lisa Allen  
Time: 7:00 PM, 5 minutes
- B. Recognition / Student Presentation
  - 1. Student Presentation: Brookwood Elementary School STEAM Project  
Presenter: Yadira Martinez  
Time: 7:05 PM, 10 minutes
- C. Approval of Agenda  
Time: 7:15 PM
- D. Audience Time  
Time: 7:15 PM, 10 minutes
- E. Reports and Discussion
  - 1. District Evaluation: School-Year-End Summary and Annual Student Achievement Report - 2017-18 (*see written report*)  
Presenter: Beth Graser / Dayle Spitzer  
Time: 7:25 PM, 20 minutes

2. Local Wellness Program - Annual Assessment (*see written report*)  
 Presenter: Casey Waletich  
 Time: 7:45 PM, 5 minutes
3. NWRESD Update  
 Presenter: Lisa Poehlitz  
 Time: 7:50 PM, 10 minutes
4. Financial Report (*see written report*)  
 Presenter: Michelle Morrison  
 Time: 8:00 PM, 5 minutes
5. 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.*  
 Time: 8:05 PM, 15 minutes
  - a. Policies in Section A-B: Board Governance and Operations; Section D: Fiscal Management; Section E: Support Services; and Section F: Facilities Development
    1. Policies in Section A-B: Board Governance and Operations
      - BHD: Board Member Compensation and Expense Reimbursement  
 Presenter: Mike Scott
    2. Policies in Section D: Fiscal Management
      - DFEA: Admission to District Events
      - DJFA: Procurement Cards  
 Presenter: Michelle Morrison, Casey Waletich
    3. Policies in Section E: Support Services
      - EA/EAA: Support Services Goals (delete)
      - EBA: Buildings and Grounds Inspection (delete)
      - EBAA: Reporting of Hazards (delete)
      - EBB: Integrated Pest Management
      - EBBA: First Aid
      - EBBAA: Infection Control and Bloodborne Pathogens
      - EBBAB/GBEBAA/JHCCBA: Hepatitis B/Bloodborne Pathogens (delete)
      - EBBB: Injury/Illness Reports
      - ECACB: Use of Drones on District Property
      - ECB: Buildings and Grounds Maintenance (delete)
      - ECD: Traffic and Parking Controls
      - ECF/EDD: Energy and Resource Conservation Management
      - ECG: Vehicle Idling
      - ED: Material Resources Management (delete)
      - EDA: Receiving and Warehousing (delete)
      - EDB: Maintenance and Control of Materials (delete)
      - EDC/KGF: Authorized Use of District Equipment
      - EEA: Student Transportation Services
      - EEAB: School Bus Scheduling and Routing
      - EEAC: School Bus Safety Program
      - EEACA: Bus Drivers
      - EEACC: Student Conduct on School Buses

- EEACCA: Video Cameras on Transportation Vehicles and on District Property
  - EEACD: Use of District Activity Vehicles for Student Transportation
  - EEACE: Loading and Unloading
  - EEAE: Student Transportation in Private Vehicle
  - EEBA: District Vehicles (delete)
  - EEBAA: District Vehicles/Seat Belts/Child Safety System (delete)
  - EEBB: Use of Personal Vehicles for District Business
  - EF: Management of Food Services (delete)
  - EFA: Local Wellness Program
  - EFAA: District Nutrition and Food Services
  - EFAA-AR: Reimbursable Meals and Milk Programs
  - EFD: Food Preparation
  - EGAAA: Reproduction of All Copyrighted Materials
  - EGAB: Mail and Delivery Services (delete)
  - EH: Records and Data Management
  - EIA: Insurance Programs
  - EIB: Liability Insurance (delete)
- Presenter: Casey Waletich, Michelle Morrison, Travis Reiman, Beth Graser, Elaine Fox

4. Policies in Section F: Facilities Development

- FECBA/ECF/EDD: Resource Conservation Management (delete combined policy – replace with separate policies: ECF/EDD and FECBA)
  - FECBA: Energy-Conserving Construction
  - FF: Naming Facilities
- Presenter: Mike Scott, Casey Waletich

F. Information

1. Administrative Regulation Updates

- DD-AR(1): Grant Application Guidelines and Checklist (delete)
- DD-AR(2): Grant Application Checklist (delete)
- DD-AR(3): Grant Application Reference Sheet (delete)
- DE-AR: Expenditures from Federal Sources for Private Schools (delete)
- DFA-AR: Investment of Funds
- DJ-AR: Expenditure of District Funds for Meals, Refreshments, and Gifts
- DJC-AR: Special Procurements and Exemptions from Competitive Bidding
- DJCA-AR: Personal Services Contracts
- DLC-AR: Staff Expense Reimbursement
- DN-AR: Disposal of District Property
- FK-AR: Athletic Field and Facility Enhancements and Renovation

Presenter: Michelle Morrison, Casey Waletich, Beth Graser  
Time: 8:20 PM, 5 minutes

G. Consent Agenda

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

Time: 8:25 PM, 5 minutes

1. Approve Minutes of January 8, 2019, Board Meeting
2. Approve Minutes of January 22, 2019, Board Meeting
3. Approve Routine Personnel Matters
4. Accept Gifts and Donations

5. Approve Extension and Non-Extension of Temporary, Probationary, and Contract Teachers and Administrators
6. Approve Policy Revisions (*presented for first reading on January 22, 2019*)
  - a. Approve Revisions to Policies in Section D: Fiscal Management
    - DA: Fiscal Management Goals (delete)
    - DB: District Budget
    - DBC: Budget Calendar
    - DBEA: Budget Committee
    - DBG: Budget Hearing and Notice
    - DBH: Budget Adoption Procedures
    - DBHB: Bond Levy (delete)
    - DBI: Budget Amendments
    - DBJ: Budget Implementation
    - DBK: Budget Transfer Authority
    - DD: Grant Funding Proposals and Applications
    - DDB: Native American Impact Aid Funds
    - DDC: Native American Education Program Grants - Title VI Indian Education
    - DE: Revenues from State and Federal Funds (delete)
    - DF: Revenues from Non-Tax Sources (delete)
    - DFA: Investment of Funds
    - DFAA: Investment Policy - Capital Project Fund
    - DFE: Admission Prices and Receipts
    - DFG: Income from Program-Related Sales and Services
    - DGA: Authorized Signatures
    - DH: Crime Coverage for Employees and Officers
    - DI: Fiscal Accounting
    - DIBA: Insurance Reserve Fund
    - DIC: Financial Reports and Statements
    - DID: Property Inventories
    - DIE: Audits
    - DJ: District Purchasing
    - DJB: Petty Cash Accounts
    - DJC: Bidding Requirements
    - DJCA: Personal Services Contracts
    - DJG: Vendor Relations
    - DK: Payment Procedures (delete)
    - DL: Payroll
    - DLB: Salary Deductions
    - DLC: Expense Reimbursements
    - DM: Cash in District Buildings
    - DN: Disposal of District Property
  - b. Approve Revisions to Policies in Section F: Facilities Development
    - FA: Facilities Development Goals (delete)
    - FB: Facilities Planning
    - FC: Capital Construction Program
    - FEA: Capital Improvement - Educational Program
    - FEB: Architectural/Professional Engineering Services (delete)
    - FEF/FEFB: Construction Contracts (delete)
    - FI: Public Dedication of New Facilities (delete)
    - FJ: Temporary District Facilities (delete)

- FK: Facilities Renovation
  - FL: Decommission of Facilities
- c. Approve Revisions to Policy IFF and IFF-AR: Community Curriculum Advisory Committee and IFF-AR Appendix A: Community Curriculum Advisory Committee Charge

#### H. Action Items

1. Adopt Resolution Approving NWRESD Local Service Plan for 2019-20  
Presenter: Mike Scott  
Time: 8:30 PM, 5 minutes
  2. Approve 2019-20 School Year Calendar  
Presenter: Kona Lew-Williams  
Time: 8:35 PM, 5 minutes
  3. Award Bid for the Purchase of School Buses  
Presenter: Michelle Morrison  
Time: 8:40 PM, 5 minutes
  4. Approve PACE Trust Agreement Revisions  
Presenter: Michelle Morrison  
Time: 8:45 PM, 5 minutes
  5. Vote on Resolution Regarding Nonprofit Low-Income Housing Property Tax Exemption Request  
Presenter: Michelle Morrison  
Time: 8:50 PM, 5 minutes
  6. Award Contracts for Century High School CTE Building Project, Liberty High School CTE Building Project, and Glencoe High School Softball Dugouts / Concessions  
Presenter: Adam Stewart / Casey Waletich  
Time: 8:55 PM, 5 minutes
  7. Award Contract for Chiller Replacement, Controls Upgrade, and Retro-Commissioning of Liberty High School's HVAC System  
Presenter: Adam Stewart / Casey Waletich  
Time: 9:00 PM, 5 minutes
  8. Approve Cost-Sharing Agreement Between Hillsboro School District and GLC-South Hillsboro, LLC  
Presenter: Adam Stewart / Casey Waletich  
Time: 9:05 PM, 5 minutes
  9. Approve Intergovernmental Agreement between Hillsboro School District and Washington County for Improvements to Reedville Elementary School Frontage along 209th Avenue and Johnson Street  
Presenter: Adam Stewart / Casey Waletich  
Time: 9:10 PM, 5 minutes
- I. HCU / HEA Reports  
Time: 9:15 PM, 5 minutes
- J. Discussion Time  
Time: 9:20 PM, 20 minutes
1. Student Representatives' Time
  2. Superintendent's Time

3. Board of Directors' Time

K. Adjourn Regular Session

Time: 9:40 PM

3. Next Meetings of the Board of Directors

- March 12, 2019, Regular Session
- April 9, 2019, Work Session

The complete Board meeting packet may be downloaded from the District website at: <https://www.hsd.k12.or.us/board>.