

Meeting Minutes of May 27, 2025

CALL TO ORDER

Board Chair Kottkey called the meeting to order at 5:32 p.m. and welcomed everyone; she then led the pledge of allegiance. The following were in attendance:

Board of Directors

Kristy Kottkey, Chair
Kate Grandusky, Vice-Chair
Brad Bafaro
Mark Everett - Zoom
Valyrie Ingram
Paola Garcia Andrade, Student Rep.

Staff

Suzanne West, Superintendent
John O'Neill, Assistant Superintendent
Kim Shearer, Director of Student Services
Ilean Clute, Director of Finance
Enrique Pinon, Technology Manager
David Warner, Director of Communications
Arturo Lomeli, Director of Teaching and Learning
Bethany Magnuson, Executive Assistant

PRELIMINARIES

Approval of the Agenda

Vice Chair Grandusky moved to approve the agenda as presented, Director Ingram seconded and the agenda was approved.

Student Representative Report

- Academic & Arts Highlights
 - Mental Health Awareness Spirit Week
 - ASB promoting senior night
 - Mariachi 10th year anniversary
 - Academy June 13th & 14th
 - Jazz Benefit Concert this Friday at 7PM
 - Girls Softball in playoffs at Roseburg at 3PM
 - Maya Andrade in the audience joining the board next school year as Student Representative.

Board Report

- Community and School Events Attended
 - Ingram attended several sports games.
 - Softball team played awesome and won their first game in the playoffs and I'm hopeful they will win again tomorrow.
 - Baseball team made it to the playoffs for the first time in seven or eight years.
 - Cheered on the lacrosse team yesterday and reminded the community there is another game at 7PM tomorrow against Roseburg.
 - Bafaro shared a Recreation Commission update.

- Pay-to-Play rental fees for the City of Forest Grove, mainly the athletic fields. Adopted all fees for recreation programs except youth sports. Sending that portion of the fee structure to the city council to make the final decision with a listening session of youth sports advocates. Bafaro's motion was to align with Forest Grove School District's fees, however it did not pass. Targeted youth representatives will be on the listening session and they are currently using the facilities.
- Kottkey shared a few updates from this last week's events
 - Neil Armstrong Middle School's orchestra had a Zootopia theme. There is a giant list of kids that have many opportunities and commented on how many parents attended.
 - Acknowledged school board elections took place. Thanked all seven people who ran for the school board. While the voting turnout was low across the county, Forest Grove was the winner in turn out for Washington County. We had about 21% of the community voting in May.
 - The police bond nearly lost and would like to reach out to people in the community to find out what are the needs and acknowledge the work of Chief Reimann.
- Legislative Advocacy Updates
 - Senator Sollman has a virtual town hall tomorrow.
 - Revenue forecast came out under what we were expecting and not being able to meet the floor rate of \$1.3 billion for the school district. Individual board members need to send out to representatives that we have budgeted based on the floor rate, although it's still not enough. We need to get that floor funding. Many systemic things in our State that need to be reworked and funded. It makes a difference to hear from community, students, and board members. Suggested to have the community watch the budget meeting because Director Clute and Superintendent West outlined the district budget needs.

Superintendent Report

- Events
 - 31 May Final Cornelius Tour at Cornelius Elementary from 2-5 p.m.
 - 31 May Viking House Open House at 1236 Parkside Ave from 12-4 p.m.
- Legislative Update
 - The most urgent legislative matter is the appropriation for the State School Fund (SSF). SB 5516, which addresses this, is scheduled for a work session tomorrow afternoon.
 - The Governor's proposed budget includes:
 - \$11.4 billion for the SSF
 - \$1.137 billion for the Student Investment Account (SIA)
 - \$340.8 million for the High School Success (HSS) fund
 - Forest Grove School District used these proposed levels in our budget planning. Even with this funding, the proposed 2025–26 FGSD budget includes a reduction of 8 licensed FTEs, \$1.8 million in general fund expenditure cuts, and continued deficit spending. This marks the first of several anticipated years of reductions.

- The most recent Oregon economic forecast projects lower-than-expected revenue for the upcoming biennium. In response, some legislators are proposing to offset SSF shortfalls with funds currently allocated to the SIA or HSS. If enacted at full scale, this shift could cost FGSD up to \$8 million in general fund resources—triggering the need for deeper reductions before the 2025–26 school year.
 - In short, we need full and dedicated funding for the SSF, SIA, and HSS to avoid further cuts and protect student services.
 - If you are compelled to advocate, please contact Joint Ways and Means Education Subcommittee Co-Chairs Ruiz and Sollman to express your support for full K–12 funding.
- Attended Chicas year end celebration. Commented that it's an excellent program and West is proud to be partners.
 - School visits
 - As the school year winds down, our schools are alive with end-of-year celebrations—award ceremonies, promotions, and graduations that honor student growth and achievement. Yet even in the midst of celebration, deep learning continues. Today at Oak Grove Academy, I had the opportunity to join students in an elective class exploring plant science. They discussed the differences between annual and perennial plants, learned about propagation through spores and pollination, and then headed to the school garden to water, weed, and observe plant growth since their last visit.

This type of hands-on learning isn't required by Oregon's content standards, but it nurtures essential ecological understanding and connects students to the natural world around them. It also reflects meaningful career-connected learning for our future gardeners, horticulturists, and environmental stewards—and it's just plain fun to get your hands in the dirt.

I share this moment because these kinds of rich, authentic experiences happen every day in Forest Grove schools. They won't show up on a state test, but they reflect the heart of what makes learning powerful.

I am deeply proud of our educators and support staff—the individuals and teams who demonstrate every day that every student matters, and who make FGSD such a special place to learn and grow.

Grandusky added that Oak Grove Academy has been partnering with Gales Creek Garden Club. When they had a plant sale the students helped carry plants to people's cars.

Forest Grove Education Association

- None

Unscheduled Public Appearance

- None

CONSENT

- 2024-205 MOTION: Director Ingram moved to approve the consent agenda, Director Bafaro seconded, unanimously carried with a vote of 5-0.
- Item 1:** Board Minutes of the May 13, 2025 Board Meeting, May 19, 2025 Special Session Board Meeting, and May 15, 2025 Budget Meeting.
- Item 2:** Personnel
- New hires
- 8/25/25 - Riley Lindsay - 1.0 FTE - Speech Language Pathologist - Echo Shaw Elementary
- Resignations
- 6/16/2025 - Erin Russell - 1.0 FTE - Mental Health Specialist, Forest Grove High School
- 5/12/2025 - Shaina Valladolid - 1.0 FTE - School Psychologist - Echo Shaw/Cornelius Elementary
- Retirements
- 6/30/25 - Brian Burke - 1.0 FTE - Assistant Principal, Forest Grove High School
- Rehire
- 7/01/2025 - Brian Burke - 1.0 FTE - Principal, Forest Grove High School

PRESENTATIONS

None

ACTION

Chromebook Repair

Presented by Enrique Pinon, Technology Manager

FGSD uses the services of a 3rd party company for Chromebook repairs. With the potential volume of repairs, there is the potential that the total cost of the repairs could exceed \$50k for the 2025-2026 school year. The following details the Chromebook repair service:

- Vendor: [Chromebookparts.com](https://chromebookparts.com)
- Item: Chromebook repairs
- Alternative vendor quotes: K12 Tech, The Tech Depot, and AG Parts
- Note: Chromebookparts.com was chosen due to overall best price and customer service.

- 2024-206 MOTION: Director Bafaro moved to approve the purchase of Chromebook repair services through Chromebookparts.com not to exceed \$60K for the 2025-2026 school year, Vice Chair Grandusky seconded, unanimously carried with a vote of 5-0.

Cisco Voice Licensing Renewal for 2025-2026

Presented by Enrique Pinon, Technology Manager

FGSD needs to purchase the renewal of our Cisco voice licensing agreement for the 2025-2026 school year, which covers maintenance, support, and licenses for voicemail and call management systems. This is being purchased through a Cisco official partner, CVE Technologies, under their State of Oregon NVP price agreement. The following details the purchase:

- Vendor = CVE Technologies
- Item = Cisco Flex On-Prem Calling Plan
- Cost = \$50,400
- Funding Source = FGSD General Fund (2025-2026)
- NVP Cisco Master Agreement = #AR3227

2024-207 MOTION: Director Ingram moved to approve the purchase of our Cisco Voice licensing renewal for 2025-2026 school year from CVE Technologies for \$50,400, Vice Chair Grandusky seconded, unanimously carried with a vote of 5-0.

Comcast Data Service Extension

Presented by Enrique Pinon, Technology Manager

The existing Forest Grove School District data service contract with Comcast expires on June 30, 2025. Under the existing contract, FGSD has the option to renew under the same price and service level on a month to month basis. As the District migrates to a new dark fiber service, there will be a need to continue to have the Comcast data service available to ensure a successful transition and offer fallback options.

2024-208 MOTION: Director Igram moved to approve the extension of the Data Transmission (Fiber) service with Comcast Cable Communications Management LLC on a month-to-month basis for the 2025-2026 school year for an amount not to exceed \$120,000, Vice Chair Grandusky seconded, unanimously carried with a vote of 5-0.

Microsoft Licensing Renewal for 2025-2026

Presented by Enrique Pinon, Technology Manager

FGSD needs to purchase the renewal of our Microsoft licensing agreement for the 2025-2026 school year, which covers operating system licenses for PCs and servers, MS Office Suite licenses, client access licenses, and security suite licenses. This is being purchased through a Microsoft official partner, the Organization for Educational Technology and Curriculum (OETC) under their Microsoft purchasing contract. The following details the purchase:

- Vendor = Organization for Educational Technology and Curriculum (OETC)
- Item = Microsoft 365 Education A3 Subscription + Microsoft Azure AD Premium P2 + Microsoft SQL Server + Microsoft Server Datacenter + PowerBI
- Cost = \$59,975.97
- Funding Source = FGSD General Fund (2025-2026)
- OETC RFP Contract = OETC-22B-Microsoft

2024-209 MOTION: Director Ingram moved to approve the purchase of our Microsoft licensing renewal for 2025-2026 school year from OETC for \$59,975.97, Director Bafaro seconded, unanimously carried with a vote of 5-0.

FIRST READ

None

INFORMATION

None

ADJOURNMENT

There being no further business the meeting adjourned at 5:55 p.m.

Bethany Magnuson, Executive Assistant

Kristy Kottkey, Board Chair

Date: _____