



BETHEL SCHOOL BOARD MEETING

District Office – 4640 Barger Drive

Monday, July 8, 2019

Approximately 6:30 p.m.

Immediately following the 4:30 p.m. Board Work Session

AGENDA

1. Call to Order

Debi Farr, Chair

2. Pledge of Allegiance

Paul Jorgensen, Vice Chair

3. Election of Officers

4. Approval of Minutes

5. Facilities Energy Savings, Simon Levear and Jason Betterley

6. Bonds and Local Option Levies

7. Superintendent's Report

- A. Discuss Real Estate at 1980 Ruskin Street, Eugene
- B. Legislative and School Finance Update
- C.

8. Delegations and Visitors

9. Consent Agenda

- 1. Appoint District Officers;
- 2. Depository of Funds;
- 3. Authorization of Investment;
- 4. Designate Attorneys;
- 5. Designate Auditors;
- 6. Designate Realtors;
- 7. Board Meeting Calendar for 2019-20;
- 8. Consolidation and Commingling of Funds;
- 9. Authorize Submission of 2019-20 Title Applications;
- 10. Approve CACFP (*Child and Adult Care Food Program*) participation in 2019-20;
- 11. Approve Alternative Education Programs for 2019-20; and
- 12. Personnel Action

Resolution No. 1

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

July 8, 2019, Page 2 of 2

10. Action Items

A.

11. Information and Discussion

- A. Welcome Back Ceremony, Tuesday, August 27, 2019, 9-10am, Powers Auditorium
- B. OSBA Annual Convention, November 14-17, 2019
- C. NSBA Annual Conference, April 4-6, 2020, Chicago
- D.

12. Board Activity Update

A.

13. Review of Next Meeting: Monday, August 26, 2019

- A. Adopt 2019-20 Board Priorities/Goals
- B. Legislative & School Finance Update
- C. Board Policies Up for Periodic Review
- D.

14. Adjournment

MINUTES
Bethel School District
Budget Committee Meeting
May 16, 2019

ATTENDANCE:

Budget Committee: Debi Farr, Paul Jorgensen, Alan Laisure, Dawnja Johnson, Richard Cunningham, Ginger Poage, Greg Nelson, Robin Zygaitis, Kellie Andre and Shaun Davis

Todd Payne arrived at approximately 5:50.
James Manning Jr. arrived at approximately 7:35.

Absent: Patrick Farr and Kelly Sandow

District staff/Students/and Community Members identified: Superintendent Parra, Simon Levear, Remie Calalang, Pat McGillivray, Kee Zublin, Amy Tidwell, Connie Quinn, Mari Ford, Jenny Sink, Nathan Bridgens, Maureen Spence, Erika Case, Carmen Adler, Jill Robinson-Wolgammott, Christy Gill, Natalie Oliver, Ry Robinson, Brady Cottle, Evan Rindy, Mindy LeRoux, Dan Hedberg, and Stefan Aumack

CALL TO ORDER

Chair Zygaitis called the meeting of the Budget Committee to order at 5:37 p.m.

ACTION ON MINUTES

Chair Zygaitis presented the Minutes of the May 13, 2019, Budget Meeting and asked for additions or corrections. Hearing none, the Budget Committee approved the minutes as submitted.

REVIEW OF AGENDA ORDER AND TIMELINE

Superintendent Parra reviewed the agenda order and timeline for the proposed Budget.

PUBLIC COMMENTS

No public comments were made.

INTRODUCTORY REMARKS

Superintendent Parra presented the reduced School Staffing Ratio for 2019-2020 at 26.1:1 for K-8 and 27.1:1 for high school and reviewed Projected Current Modeling at \$9.0 billion State School Fund and the June Economic Forecast.

REVIEW OF SCHOOL PROGRAMS

Elementary

Elementary Principals, Mari Ford on behalf of John Luhman (Clear Lake), Mari Ford (Danebo), Jenny Sink (Fairfield), Nathan Bridgens (Irving), and Maureen Spence (Malabon), presented projected student enrollment and staffing plans for school year 2019-20. The class size comparison for each school include classroom teachers, music, counselors, unallocated and physical education specialists FTE. At the elementary level the ratio of students per licensed FTE is projected at 26.1:1. Principals answered various questions from the committee.

K-8

Principal Erika Case (Meadow View) and Principal Jill Robinson-Wolgamott (Prairie Mountain) presented projected student enrollment and staffing plans for school year 2019-20. The class size comparison for each school include classroom teachers, music, counselors, unallocated and physical education specialists FTE. At the K-8 level the ratio of students per licensed FTE is projected at 26.1:1. Principals answered various questions from the committee.

Middle School

Principal Natalie Oliver (Cascade), and Principal Brady Cottle (Shasta), presented projected student enrollment and staffing plans for school year 2019-20. The class size comparison for each school include classroom teachers, music, counselors and physical education specialists FTE. At the middle school level the ratio of students per licensed FTE is projected at 26.1:1. Principals answered various questions from the committee.

Flexible Lane ESD transit dollars will fund additional teachers and classified staff for Cascade Middle School.

High School

Assistant Principal Dan Hedberg (Willamette) reported the projected enrollment at 1,501 and gave an overview of the class size comparison in all departments for school year 2019-20 and compared them to school year 2018-19. The information reflected the number of sections available and the average class size. The high school will offer new courses including Sources of Strength, AVID, Ethnic Studies, Financial Algebra, Intro to Statistics, Construction Geometry, Theme Park & Design Math, Wolverine 101 and Intro to Teaching. The ratio of students per licensed FTE is 27.1:1.

Principal Stefan Aumack (Kalapuya) presented staffing plans for school year 2019-20 with no changes in enrollment and staffing. With the conclusion of the USDA, Farm to School and Oregon Conservation Grants, students working during the summer months on the farm will be funded through various donations from private sources.

REVIEW OF STUDENT SERVICES

Special Services Director, Amy Tidwell, reported on services and staffing for school year 2019-2020. Special Education currently serves just over 1,000 students. Student Services budgets for programs for students with disabilities, bilingual students, school nurses, health assistants, Alternative Programs, English Second Language. Psychological Services, Speech Pathology & Audiology Services, Family Resource Center and McKinney-Vento which are budgeted individually to more accurately reflect their categories.

TEACHING & LEARNING, ADMINISTRATION

Business Services Director, Simon Levear, presented the budget for Teaching & Learning and Administration which includes Elementary Instruction (including Farm Manager), Talented & Gifted, Curriculum Improvement, Assessment & Testing, Staff Development, Pre-Kindergarten Programs, Student Accounting Services, Student Safety, Board of Education, Office of Superintendent and Office of the Principal (professional development).

ALL SCHOOLS

Business Services Director, Simon Levear, presented the budget for All Schools which include Multi Cultural Equity, Direction of Business Support Services, Business Services, Building Operations & Maintenance, Grounds Maintenance, Vehicle Maintenance, Transportation & Special Education Transportation, Printing & Duplicating Services, Staff Services, Human Resources and Other Staff Services. Budgets were reviewed for Public Information, Network Operations, Student Data,

Supplemental Retirement Program, Transfers, Contingency, Textbook Adoption, Lane ESD Transit Fund, Life Skills, Print Shop Equipment, Technology Fund, School Supply Carryover, Turf Field Replacement Building Rental Accounts, and Professional Development Committee.

OTHER FUNDS

Business Services Director, Simon Levear, gave an overview of Other Funds which includes Special Revenue Funds, Debt Service, Capital Projects, Internal Service Funds, and Fiduciary Funds. Director Levear then answered various questions from the committee.

SUMMARY INFORMATION

Business Services Director, Simon Levear, reviewed the Description of Funds then answered various questions from the committee.

DISCUSSION OF THE 2019-20 BUDGET

Budget Committee Members asked various questions and provided comments regarding the budget.

APPROVAL OF 2019-2020 BUDGET AND TAX LEVY

Dawnja Johnson made a motion to approve the budget as follows:

*"I move that the Budget Committee of the Bethel School District #52 approve the budget for the **2019-2020** fiscal year, in the General Fund amount of **\$68,192,347**, Other Funds **\$22,849,601** for an aggregate amount of **\$91,041,948**."*

Ginger Poage seconded. With a roll call vote the motion was passed unanimously.

Kellie Andre made a motion to approve each tax levy as follows:

*'I move that the Budget Committee of the Bethel School District #52 approve property taxes for the **2019-2020** fiscal year at the rate of **\$4.5067** per \$1,000 of assessed value for operating purposes in the General Fund and in the amount of **\$5,347,408** for the general obligation bond principal and interest in the Debt Service Fund."*

Richard Cunningham seconded. With a roll call vote the motion was passed unanimously.

ACKNOWLEDGMENT

Budget Committee members expressed thanks to Superintendent Parra, Business Services Director Levear and other staff for their hard work in preparing the budget.

ADJOURNMENT

Chair Zygaitis adjourned the meeting at 7:45 p.m.

Clerk

Chair

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MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
JUNE 10, 2019

ATTENDANCE

Board Members: Greg Nelson, Rich Cunningham, Alan Laisure, Ginger Poage, Paul Jorgensen and Chair, Debi Farr

Absent: Dawnja Johnson

District staff, students, and community members identified: Superintendent Parra, Remie Calalang, Pat McGillivray, Kee Zublin, Tasha Katsuda, Simon Levear, Robin Hanson, Janay Stroup, Stefan Aumack, Glenda Zimmer, Mari Ford, Crystal Strege, Angie Johnson, Quinn Earle, Michelle Garcia, students and families from Willamette's softball team, students and families from Kalapuya, Joshua Caudle, and Jill Busby

CALL TO ORDER

Chair Farr called the June 10, 2019 meeting of the Board of Directors to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

Vice Chair Jorgensen led the Pledge of Allegiance.

ACTION ON MINUTES

Chair Farr presented the Minutes from the May 13, 2019 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

DELEGATIONS AND VISITORS

In the interest of time for visitors, the Delegations and Visitors portion of the agenda was shifted to an earlier time.

Michelle Garcia
5038 Royal Ave.
Eugene, OR

Ms. Garcia addressed the Board regarding the softball program at Willamette High School.

SUPERINTENDENT'S REPORT

Student Presentation, Kalapuya High School

Kalapuya High School Principal Stephen Aumack introduced Kalapuya Teachers Janay Stroup and Glenda Zimmer. Ms. Stroup and Ms. Zimmer shared about internships and the college program, which are both part of the senior cohort at Kalapuya. Senior cohort students Jordan, Mackenzie, and Kamren were each paired with two Board members. The students introduced themselves and shared their experiences as part of the senior cohort at Kalapuya with their designated Board members. Board members then introduced Jordan, Mackenzie, and Kamren to the remainder of the Board and audience members.

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

JUNE 10, 2019

Spring Sports Review, Garron Lamoreau

Willamette High School Athletic Coordinator Garron Lamoreau was not able to attend the Board meeting. Copies of the Willamette High School Athletics Spring Sports Review and the 2018-2019 Spring Activity Report – Average GPA by Activity were provided to Board members for their review.

Magnet School Committee Report, Mari Ford

Danebo Elementary School Principal Mari Ford introduced Danebo Teachers Crystal Strege and Angie Johnson. Ms. Ford, Ms. Strege, and Ms. Johnson are part of a larger magnet school work group, which includes staff from Danebo, Clear Lake, Shasta and District Administration. The work group has been meeting for the past two years. Ms. Ford reviewed the magnet school work group's process, shared statistical data related to enrollment in several Bethel schools, and reviewed results of family surveys. Teams from the work group visited several dual language/language immersion schools and STEM/STEAM schools in the state. Ms. Strege and Ms. Johnson reviewed findings from the site visits. Based on their conclusions, the magnet school work group is making the following recommendations to the Board:

- Implement a STEAM program at Danebo Elementary School with planning taking place during the 2019-20 school year and implementation in the 2020-21 school year.
- Not move forward with a magnet program at Clear Lake Elementary School due to possible upcoming boundary changes that will impact Clear Lake's enrollment.
- Implement a continuation of Danebo's STEAM program at Shasta Middle School for Danebo students to continue on to during their middle school years.

Ms. Ford, Ms. Strege, and Ms. Johnson answered questions from the Board. The Board discussed magnet schools and Superintendent Parra noted that magnet schools will be a topic during the Board Work Session scheduled for July 8, 2019.

Financial Statement, Simon Levear

Business Services Director Simon Levear reviewed the May 2019 financial statement showing an estimated Ending Fund Balance of \$8,354,038.

Legislative and School Finance Update

Superintendent Parra did not present a legislative and school finance update.

Policy Update, 1st Reading

Superintendent Parra reported on the following Board Policies:

GBO - Staff Gender Identity and Expression – *No changes*

IGAEC – Anabolic Steroids and Performance Enhancing Substances – *Updated to reflect new language*

JFCF – Harassment, Including Intimidation, Bullying, Hazing, Menacing, Cyberbullying and Teen Dating Violence/Domestic Violence - Student – *Updated to reflect new language*

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
JUNE 10, 2019

EXECUTIVE SESSION per ORS 192.660(2)(b) & (f) and ORS 332.061(1)(b)

Chair Farr moved the Board into Executive Session at 7:46 p.m. to hear a complaint and to consider information or records that are exempt by law.

Chair Farr called a recess at 7:46 p.m.

Chair Farr reconvened the Executive Session at 7:52 p.m.

RETURN TO REGULAR SESSION

Chair Farr returned the Board to Regular Session at 8:19 p.m.

ACTION ITEMS

Resolution No. 60 – Response to Board Appeal

Motion: Greg Nelson moved to uphold the District Administration’s decision that the lottery process was performed in a fair manner. The motion was not seconded.

The Board clarified options of upholding, reversing, or modifying the District Administration’s decision.

Motion: Rich Cunningham moved, Paul Jorgensen seconded, to modify the District Administration’s decision and refer the matter to the Special Education Director. The Board discussed the transfer and lottery processes.

Motion Failed, 1-5

Paul Jorgensen, Greg Nelson, Ginger Poage, Alan Laisure, and Chair Farr voted against the motion.

Absent: Dawnja Johnson

Motion: Greg Nelson moved, Alan Laisure seconded, to uphold the District Administration’s decision that the lottery process was performed in a fair manner. Director Jorgensen asked for clarification on the transfer/lottery process. Community Relations Director Pat McGillivray provided a response. The Board discussed the hardship and lottery processes related to student transfers.

Motion Passed, 6-0

Absent: Dawnja Johnson

CONSENT AGENDA

Resolution No. 58 – Personnel Action

Motion: Rich Cunningham moved, Greg Nelson seconded, to approve the Revised Consent Agenda as specified below:

#	Name	Type	Description
1.	Anguiano, Eduardo	Hire for 2019-20	Offer Extra Duty Contract for Color Guard Instructor @ Willamette.

MINUTES**BETHEL SCHOOL DISTRICT #52****BOARD OF DIRECTORS****JUNE 10, 2019**

2.	Adkisson, Cindy	Leave of Absence	Approve .5 FTE Leave of Absence for the 2019-20 school year to job share with Samantha Footlik; Position: 2 nd Grade Teacher @ Prairie Mountain.
3.	Baisy, Christopher	Hire for 2018-19	Offer Extra Duty Contract for JV Cheer Coach @ Willamette.
4.	Black, Jean	Hire for 2019-20	Offer 2 nd Year Probationary Contract for 1.0 FTE Math & Health Teacher @ Willamette.
5.	Buck, Ronald	Resignation	Accept resignation effective at the end of the 2018-19 school year; Position Held: Health Teacher @ Willamette; 1 year at Bethel.
6.	Bunker, Phillip	Hire for 2019-20	Offer 2 nd Year Probationary Contract for Additional .5 FTE Health/Meals Teacher @ Willamette; Total: 1.0 FTE.
7.	Craven, Lezlee	Temporary Hire for 2019-20	Offer Temporary Contract for 1.0 FTE Mental Health Therapist/School Counselor @ Kalapuya.
8.	Davidson, Rachel	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE Speech-Language Pathologist @ Malabon; Replaces: Carla Drath; Start Date: 8/26/2019.
9.	Davis, Amanda	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE Social Studies Teacher @ Willamette; Replaces: Dain Nelson; Start Date: 8/26/2019.
10.	De La Paz Martinez, Ana	Hire for 2019-20	Offer 2 nd Year Probationary Contract for 1.0 FTE K-4 English Language Development Teacher @ Prairie Mountain; Replaces: Rhonda Myers.
11.	Dilworth, Stacy	Hire for 2019-20	Offer 2 nd Year Probationary Contract for .5 FTE Title I Teacher @ Irving.
12.	Footlik, Samantha	Temporary Hire for 2019-20	Offer Temporary Contract for .5 FTE 2 nd Grade Teacher @ Prairie Mountain to job share with Cindy Adkisson; Start Date: 8/26/2019.
13.	Haley, Theresa	Leave of Absence	Approve .5 FTE Leave of Absence for the 2019-20 school year to job share with Tara Tardiff; Position: 5 th Grade Teacher @ Malabon.

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
JUNE 10, 2019

14.	Jackson, Nate	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE Social Studies Teacher @ Willamette; Start Date: 8/26/2019.
15.	Janes, Kelsey	Hire for 2018-19	Offer Extra Duty Contract for Varsity Head Cheer Coach @ Willamette.
16.	Lamoreau, Garron	Resignation	Accept resignation effective at the end of the 2018-19 school year; Position Held: Athletic Coordinator @ Willamette; 1 year at Bethel.
17.	Light, Suzanne	Resignation	Accept resignation effective 7/1/2019; Position Held: Music Teacher @ Meadow View; 21 years at Bethel.
18.	McCullough, Justin	Hire for 2019-20	Offer 1 st Year Probationary Contract for .5 FTE CTE Metals Industry & Engineering Teacher @ Willamette; Start Date: 8/26/2019.
19.	Moore, Rachel	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE Speech-Language Pathologist @ Irving; Replaces: Grace Bourey; Start Date: 8/26/2019.
20.	Pullen, Heidi	Temporary Hire for 2019-20	Offer Temporary Contract for 1.0 FTE English Language Arts Teacher @ Willamette.
21.	Schulze, Molly	Resignation	Accept resignation effective 6/30/2019; Position Held: English Language Arts Teacher @ Willamette; 7 years at Bethel.
22.	Shreve, Kourtney	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE 6-8 Extended Resource Room Teacher @ Prairie Mountain; Start Date: 8/26/2019.
23.	Stearns, Alan	Hire for 2019-20	Offer 1 st Year Probationary Administrator Contract for Assistant Principal, Willamette; Replaces: Dan Hedberg; Education: BA/SOU, MAT/SOU; Administrator Licensure: UO; Experience: Assistant Principal, Creswell High School, 2 years; Social Studies Teacher, Sutherland High School, 1 year; Social Studies Teacher, Greeley-Evans School District, 7 years;

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
JUNE 10, 2019

			Social Studies Teacher, Engage Online Academy, 2 years; Social Studies Teacher, Aspire Education, 1 year; Start Date: 7/29/2019.
24.	Tardiff, Tara	Leave of Absence	Approve .5 FTE Leave of Absence for the 2019-20 school year to job share with Theresa Haley; Position: 3 rd Grade Teacher @ Malabon.
25.	Tuski, Amy	Leave of Absence	Approve .4 FTE Leave of Absence for the 2019-20 school year; Position: Counselor @ Danebo.
26.	Young, Briana	Infant Care Leave	Approve .5 – 1.0 FTE Infant Care Leave for the 2019-20 school year; Position: 1 st Grade Teacher @ Irving.

Motion Passed, 6-0

Absent: Dawnja Johnson

ACTION ITEMS

Resolution No. 59 – Adopt Policies EEA and GBO

Motion: Ginger Poage moved, Greg Nelson seconded, to adopt the following policies:

- EEA: Student Transportation Services
- GBO: Staff Gender Identity and Expression

Motion Passed, 6-0

Absent: Dawnja Johnson

INFORMATION AND DISCUSSION

- A. Willamette High School Graduation Review. The Board shared highlights of Willamette’s 2019 graduation and discussed *The Register Guard’s* coverage of the event.
- B. OSBA Annual Convention, November 14-17, 2019
- C. NSBA Annual Conference, April 4-6, 2020, Chicago

BOARD ACTIVITY UPDATE

- A. Kalapuya High School Graduation, Friday, June 14, 6:30pm

REVIEW OF NEXT MEETING: MONDAY, JUNE 24, 2019

Work Session - 5:45 p.m.

- A. Operating Levy/Local Operating Levy

REGULAR SESSION – Immediately following the Work Session, at approximately 6:30 p.m.

- A. Public Hearing/Adoption of 2019-2020 Budget
- B. Legislative and School Finance Update
- C. Board Policies up for Periodic Review

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
JUNE 10, 2019

ADJOURNMENT

There being no further business to bring before the Board, Chair Farr adjourned the meeting at 8:55 p.m.

Clerk – Chris Parra

jcb

Chair – Debi Farr

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July 8, 2019

RESOLUTION NO. 19-20: 1

BE IT RESOLVED, That the Board of Directors, School District No. 52, Lane County, hereby:

1. Appoints the following personnel to the positions indicated for the 2019-20 school year: Chris Parra: Executive Officer and District Clerk; Simon Levear: Budget Officer, Deputy Clerk, Custodian of Funds; Nancy Porter: Deputy Clerk; Jill Busby: Board Secretary;
2. Designates that U.S. Bank, Piper Jaffray, Wells Fargo Bank, Wells Fargo Securities, Oregon Community Credit Union, Selco Community Credit Union, Umpqua Bank, JP Morgan Chase Bank, and the Local Government Investment Pool as the depositories for all funds of School District No. 52, Lane County, for the 2019-20 fiscal year;
3. Re-adopts, in accordance with ORS 294.135, the attached Investment Policy for the fiscal year beginning July 1, 2019;
4. Designates PACE Legal; Luvaas Cobb, Attorneys at Law; The Hungerford Law Firm; and Graham M. Hicks, Attorney as attorneys for the District during the 2019-20 school year;
5. Designates the firm of Grove, Mueller, Swank, P.C. as auditors for the 2019-20 school year;
6. Designates Sherry Duerst-Higgins, ABR, CRS, CRB, GRI, SRES, Broker for RE/MAX Advantage Plus and Paula Rini, Broker for Windermere Real Estate as realtors for the 2019-20 school year;
7. Adopts the Board Meeting Calendar for the 2019-20 school year:

July 8, 2019	October 14 and 28, 2019	January 13 and 27, 2020	April 13 and 27, 2020
August 26, 2019	November 12, 18, or 25	February 10 and 24, 2020	May 11, 2020
September 9 and 23, 2019	December 9, 2019	March 9, 2020	June 8 and 22, 2020
8. Pursuant to ORS 294.460, and in the interest of effective cash management, the Business Services Director is hereby authorized to consolidate and commingle the cash balances of the several funds of the District whenever practicable; That the temporary inter-fund loans (amounts due to and due from the various funds) incidental to this practice are hereby authorized for the fiscal year 2019-20;
9. Authorizes the Superintendent to submit the Title I-A, Title II-A, Title III, and Title II-D, Applications for the 2019-20 school year;

10. Approves the participation of the Willamette High School Infant Toddler Center in the Child and Adult Care Food Program (CACFP) for the 2019-20 calendar year (October 1 through October 1); and,

11. Approves the following Alternative Education Programs for 2019-20:

Center Point School (Looking Glass)

- Therapeutic day treatment program.

Jasper Mountain / Safe Center

- Therapeutic day treatment program.

Lane Metro Youth Corps (Looking Glass)

- Grades 9-12 and connected to Riverfront.
- ½ day in the classroom, combined with ½ day in the field, working on conservation-related projects throughout Lane County.
- Examples of projects include trail construction, tree/shrub planting, invasive plant removal, native plant seed collection, light construction projects, and a range of other outdoor work.

New Roads (Looking Glass)

- Grades 9-12.
- Program for unhoused youth.
- GED prep.
- Drop in model.

Riverfront (Looking Glass)

- Grades 6-12.
- ½ day Academic Credit Recovery classes, combined with ½ day transition/work experience.
- Transition/work experience provides work-based learning opportunities and includes Vocational Skill Building, a Culinary Arts Program, and Health Occupations Training.
- Option to earn a regular Oregon high school diploma.
- Option to earn a General Education Degree (GED).

Wellsprings Friends School

- Grades 9-12.
- Focus on caring partnership between teachers and students, along with peaceful problem solving.
- Teaching setting is minimally structured, with flexibility to adjust to students' readiness to learn.
- Encourages students to be creative, venturesome, and flexible, to live in community with others, and contribute to their own and others' well-being.
- Students can earn a standard Oregon diploma.

MLK Education Center

- Grades 9-12.
- Students have an active (adjudicated) case with Lane County Youth Services.
- Vocational training programs include Culinary Arts and Horticulture.
- Placement is recommended by Lane County Youth Services.
- Option to earn standard Oregon diploma or GED.

12. Personnel Action:

#	Name	Type	Description
1.	Burke, Jason	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE Health Teacher @ Willamette; Replaces: Ronald Buck; Start Date: 8/26/2019.
2.	McAdams, Kati	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE 4 th Grade Teacher @ Prairie Mountain; Start Date: 8/26/2019.
3.	McLean, Brad	Resignation	Accept resignation effective at the end of the 2018-19 school year; Position Held: Resource Teacher @ Shasta; 5 years at Bethel.
4.	Meng, Caitlyn	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE 1 st Grade Teacher @ Meadow View; Start Date: 8/26/2019.
5.	Mijal, Rio	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE Science Teacher @ Shasta; Replaces: Marty Greydanus; Start Date: 8/26/2019.
6.	Milkovich, Erica	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE English Language Arts Teacher @ Willamette; Replaces: Molly Schulze; Start Date: 8/26/2019.
7.	Mollinary, Wendy	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE School Counselor @ Meadow View.
8.	Moro, Lena	Temporary Hire for 2019-20	Offer Temporary Contract for 1.0 FTE Social Studies Teacher @ Willamette.
9.	Oliver, Amber	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE Science Teacher @ Cascade; Start Date: 8/26/2019.
10.	Piva, Paris	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE 4 th Grade Teacher @ Prairie Mountain; Start Date: 8/26/2019.
11.	Sheahan, Max	Hire for 2019-20	Offer 1 st Year Probationary Contract for 1.0 FTE English Language Arts/Social Studies Teacher @ Cascade; Start Date: 8/26/2019.
12.	Wolf, Zach	Temporary Hire for 2019-20	Offer Temporary Contract for .5 FTE Physical Education Teacher @ Willamette; Start Date: 8/26/2019.

Bethel School District (Lane County No. 52)

INVESTMENT POLICY

PURPOSE

The purpose of this investment policy is to assist the Board of Directors and the Administration of Bethel School District in carrying out their joint responsibility as stewards of the District's cash resources.

SCOPE and SIZE

This policy applies to activities of Bethel School District with regard to investing the financial assets of all District funds, including the following:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Projects Funds
- Internal Service Funds
- Fiduciary Funds

Funds of the District will be invested in compliance with the provisions of ORS 294.035 through 294.048; ORS 294.125 through 294.155; ORS 294.810; and other applicable statutes. Funds held by trustees or fiscal agents are excluded from these rules; however, all funds are subject to applicable statutes and regulations established by the State of Oregon and

the federal government. Other than bond proceeds or other unusual situations, the total of all funds ranges from \$1 million to \$25 million.

Investments will be made in accordance with this policy and written administrative procedures. Investment of any tax-exempt borrowing proceeds and of any related debt service funds will comply with the arbitrage restrictions of Section 148 of the Internal Revenue Code of 1986.

OBJECTIVES

Investment objectives are

1. Safety (preservation of capital and protection of principal);
2. Liquidity (availability of funds to meet operating requirements);
3. Minimize risk (avoidance of imprudent credit, market or speculative risk)
4. Yield (rate of return).

DELEGATION OF AUTHORITY

The Director of Business Services is the designated investment officer of Bethel School District, under the direction of the Superintendent, and review of the School Board of Directors. Business staff may be assigned to assist by making transfers to and from the District's various State Pool accounts. The investment office is responsible for setting investment policy and guidelines subject to review and adoption by the Bethel School Board of Directors, and if required, review and comment by the Oregon Short-Term Fund Board. Further, the Director of Business Services will be responsible for the day-to-day operations of the investment process which includes but is not limited to choosing what to buy or sell, from whom investments will be purchased, executing the buy/sell orders, producing necessary reports, and supervising staff. In addition to the active management of the investment portfolio, the Director of Business Services is responsible for the maintenance of other written administrative procedures consistent with this policy and the requisite compliance. To further optimize the total return of the investment portfolio, the Director of Business Services will administer an active cash management program the goal of which will maintain historical cash flow information i.e. payroll; revenue receipts; and any extraordinary expenditures.

STANDARD OF PRUDENCE

The investment officer shall make investments under the prudent investor rule, which states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The investment officer and staff, acting in accordance with this investment policy and exercising due diligence, shall not be held personally responsible for a specific security's credit risk, or market price changes, or loss of principal if securities are liquidated prior to maturity, provided that any unfavorable developments are reported as soon as practical and that appropriate action is taken to control further adverse developments.

SAFEKEEPING AND COLLATERALIZATION

Investment securities purchased by the investment officer will be delivered by either Fed book entry; DTC; or physical delivery and held in third party safekeeping. The trust department of a bank may be designated as custodian for safekeeping securities purchased from that bank. The purchase and sale of securities will be on a delivery versus payment basis. The custodian shall issue a safekeeping receipt to Bethel School District #52 listing the specific instrument, selling broker/dealer, issuer, coupon, maturity, cusip number, purchase or sale price, transaction date, and other pertinent information. Delivery versus payment will also be required for all repurchase transactions and with the collateral priced and limited in maturity in compliance with ORS 294.035 (11). Demand and time deposits shall be collateralized through the state collateral pool as required by statute for any excess over the amount insured by an agency of the United States government and are not considered investments under this policy.

ACCOUNTING METHOD

Bethel School District #52 shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies including but not necessarily limited to, the American Institute of Certified Public Accountants (AICPA); the Financial Accounting Standards Board (FASB); and the Government Accounting Standards Board (GASB).

INTERNAL CONTROLS

The investment officer shall maintain a system of written internal controls, which will be reviewed annually by the independent auditor or upon any extraordinary event, such as the turnover of key personnel, or the discovery of any inappropriate activity.

REPORTING REQUIREMENTS

The investment officer shall prepare a monthly report for the Board of Directors so that the Board may review the results of the cash management and investment activities.

INVESTMENT POLICY ADOPTION

This investment policy will be submitted to the Oregon Short Term Fund Board for review prior to submission to the School Board of Directors for adoption. Adoption of these guidelines by the School Board supersedes any previous District policy or practice with respect to investments. If investments exceeding a maturity of eighteen months are contemplated, further review and comment by the Oregon Short-Term Fund Board will be sought.

This investment policy shall be reviewed and readopted annually by the School Board in accordance with ORS 294.135a.

QUALIFIED INSTITUTIONS

The investment officer shall maintain a list of all authorized broker/dealers and financial institutions that are approved for investment purposes or investment dealings. Any firm is eligible to make an application to the District and upon due consideration and approval will be added to the list. Additions or deletions to the list will be made at the Director of Business Services discretion. At the request of the District, the firms performing investment services shall provide their most recent financial statements or Consolidated Report of condition (call report) for review. Further, there should be in place proof as to all the necessary credentials and licenses held by employees of the broker/dealers who will have contact with the District as specified by, but not necessarily limited to, the National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. The District shall conduct an annual evaluation of each firm’s credit worthiness to determine if it should remain on the list. Securities broker/dealers not affiliated with a bank shall be required to have an office located in Oregon and be classified as reporting dealers affiliated with the Federal Reserve as primary dealers.

INVESTMENT MATURITY

Unless matched to a specific cash flow, the District will not directly invest in securities maturing in more than 18 months. Except for funds requiring special handling (bond proceeds subject to arbitrage, etc) investments beyond 18 months will be governed by the investment officer with the approval of the School Board of Directors and the Superintendent.

Funds considered short-term will be invested to coincide with projected cash needs or with the following serial maturity:

- 50% minimum to mature under three months
- 25% maximum to mature three months to one year
- 25% maximum to mature over one year out to eighteen months.

The investment officer shall maintain historical cash flow records and a cash flow projection, which extends, for operating funds, at least six months beyond the end of the current fiscal year. For bond funds, a cash flow projection will be maintained for the expected life of the bond issue. The cash flow projection shall be the basis for selecting investment maturity dates. The investment officer will review and update the cash flow projections as significant changes occur- at least quarterly.

It is intended that securities will be purchased with the reasonable expectation that they will be held until maturity. Thus, no investment will be made which is beyond the time horizon of the cash flow projection.

PORTFOLIO DIVERSIFICATION

<u>1. Diversification by Instrument</u>	<u>Maximum Percent of Portfolio *</u>
US Treasury Obligation	100%
US Government Agency Securities (GSE’s)	100%
Bankers’ Acceptances from qualified institutions	25%

Negotiable Certificates of Deposit from Qualified institutions	25%
Repurchase Transactions	25%
Commercial Paper	25%
Corporate Notes	10%

2. <u>Diversification by Institution</u>	
Local Government Investment Pool	100%
Non-US Treasury/GSE issuer	10%

*Limitations under ORS 294.035

*Percentages apply as of the date of settlement.

**Repurchase transactions will be restricted to counter-parties that have entered into a "master repurchase agreement" with the District.

The combination of certificates of deposit, banker's acceptances, and repurchase agreements with any one financial institution shall not exceed 33% of the total portfolio at settlement date.

COMPETITIVE SELECTION OF BIDS OR OFFERS

Before investing funds with institutions other than the State Pool, the investment officer shall solicit quotes for a specific maturity date from at least two qualified financial institutions. The officer shall select the instrument which best satisfies the investment objectives (**safety, liquidity, and yield**, in that order) and the diversification requirements stated above.

MONITORING AND ADJUSTING THE PORTFOLIO

The Director of Business Services will routinely monitor the contents of the portfolio comparing the holdings to the markets, relative values of competing instruments, changes in credit quality, and benchmarks. If there are advantageous transactions, the portfolio may be adjusted accordingly.

PERFORMANCE EVALUATION

The performance of the District will be measured against the performance of the Local Government Investment Pool (LGIP), using monthly net yield of both portfolios as the yardstick.

Original Adoption

June 21, 2000

ATTEST _____

Clerk – Chris Parra

Chair

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Dawnja Johnson				
Paul Jorgensen				
Alan Laisure				
Greg Nelson				
Robin Zygaitis				
Rich Cunningham				