



**BUDGET COMMITTEE MEETING**

District Office - 4640 Barger Drive  
Monday, May 13, 2019

5:00 p.m. Dinner & Budget Orientation  
6:30 p.m. Regular Budget Committee Meeting

**AGENDA**

1. **Call to Order** ..... **Debi Farr, Chair**
  
2. **Election of Budget Officers**
  - Chair
  - Vice Chair
  - Appoint Secretary, Connie Quinn
  
3. **Presentation of Budget Document/Budget Message** - *Chris Parra, Superintendent*
  
4. **Budget Committee Discussion Regarding the Budget Document/Budget Message**
  
5. **Public Comment**
  
6. **Review Budget Calendar and Next Meeting Date**

5:30 p.m. Thursday, May 16, District Office
  
7. **Adjournment** ~ Regular Board Meeting Follows at approximately 7:15 p.m.

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**BETHEL SCHOOL BOARD MEETING**

District Office – 4640 Barger Drive

Monday, May 13, 2019

Immediately following the 6:30 p.m. Budget Message and Budget Committee Meeting,  
approximately 7:15 p.m.

**AGENDA**

- 1. Call to Order** **Debi Farr, Chair**
- 2. Pledge of Allegiance** **Paul Jorgensen, Vice Chair**
- 3. Approval of Minutes**
- 4. Superintendent's Report**
  - A. Student Representative Reports, KHS and WHS
  - B. Graduation Rate, Dan Hedberg
  - C. Financial Statement, Simon Levear
  - D. Set July Work Session and Regular Board Meeting Date:
    - a. Work Session – To Be Determined
    - b. Regular Board Meeting – To Be Determined, Immediately following the Work Session
  - E. Legislative & School Finance Update
  - F. Policy Update, 1<sup>st</sup> Reading
    - a. EEA - Student Transportation Services – *Updated to reflect new language*
    - b. EEAC – School Bus Safety Program – *No changes*
    - c. EEACA – School Bus Driver Examination and Training – *No changes*
    - d. EEAE – Student Transportation in Private Vehicle – *No changes*
  - G.
- 5. Delegations and Visitors**
- 6. Consent Agenda**

Personnel Action Resolution No. 56
- 7. Action Items**
  - A. Adopt Policies EEAC, EEACA, and EEAE Resolution No. 57
  - B.
- 8. Information and Discussion**
  - A. Airport Rotary Scholarship Breakfast, Thursday, May 23, buffet starts 6:50am, Shadow Hills Country Club
  - B. WHS Scholars Award Dinner, Tuesday, May 28, 6:00pm, Shadow Hills Country Club
  - C.

**BETHEL SCHOOL DISTRICT #52**

**BOARD OF DIRECTORS**

May 13, 2019 Page 2 of 2

**9. Board Activity Update**

- A. Willamette High School Graduation, Friday, June 7, 6:30pm (Board arrives at 6:00pm)
- B. Kalapuya High School Graduation, Friday, June 14, 6:30pm
- C.

**10. Review of Upcoming Meetings:**

**Thursday, May 16, 2019, at 5:30 p.m.**

Budget Committee Meeting

**Thursday, May 23, 2019, at 6:30 p.m.**

Alternate date for Budget Committee Meeting, *if needed*

**Monday, June 10, 2019**

- A. Student Presentation, Kalapuya High School
- B. Spring Sports Review, Garron Lamoreau
- C. Financial Statement, Simon Levear
- D. Legislative and School Finance Update
- E. Board Policies up for Periodic Review
- F.

**11. Adjournment**

## **MINUTES**

### **BETHEL SCHOOL DISTRICT #52**

### **BOARD OF DIRECTORS**

**APRIL 8, 2019**

#### **ATTENDANCE**

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

Absent: Dawnja Johnson and Ginger Poage

District staff, students, and community members identified: Superintendent Parra, Student Representative Nate Tena, Substitute Student Representative Nate Bassinger, Tasha Katsuda, Remie Calalang, Pat McGillivray, Mindy LeRoux, Erika Case, Carmen Adler, Laurie Aley, Janay Stroup, Natalie Oliver, Ry Robinson, Shannon Witty, Amy Tidwell, Kee Zublin, Robin Hanson, families from Cascade, 3<sup>rd</sup> grade families from Meadow View, Senator and Mrs. Manning, and Jill Busby

#### **CALL TO ORDER**

Chair Farr called the April 8, 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 March 11, 2019 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

#### **SUPERINTENDENT'S REPORT**

##### Student Presentation, Meadow View School

Meadow View School Principal Erika Case introduced 3<sup>rd</sup> grade teacher Laurie Aley, Meadow View volunteer Mimi, and the 3<sup>rd</sup> grade students presenting their recently completed winter projects. Ms. Case described that the 3<sup>rd</sup> graders' winter project was an integrated learning project where each student focused on a historical hero. The projects included research, art, writing, speaking, and technology. Third-grade students Gage, Ava, Molly, and Rachel each described a step involved with the project, shared their favorite part of the project, and presented historical hero puppets created by them and other 3<sup>rd</sup> grade students. Ms. Aley described the Meadow View 3<sup>rd</sup> grade students' upcoming spring project, which will be an integrated learning project on countries around the world, and the students answered questions from the Board.

##### Student Presentation, Cascade Middle School

Cascade Middle School Principal Natalie Oliver introduced counselor Shannon Witty and thanked her for creating a strong and thriving Gender and Sexuality Alliance (GSA) at Cascade. Ms. Oliver and Ms. Witty shared that creating a GSA at Cascade had been a goal of former Cascade counselor, Jenn Smyly. Ms. Witty stated Cascade GSA's objectives and goals, which include creating a system wide community within the GSA, and described participation by GSA students in several activities, including National Day of Silence and UOTeachOUT, an annual youth leadership summit sponsored by UO. Cascade's GSA is an incredibly supportive group that has improved the school's culture. Approximately 50 students from 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade participate in the group. Cascade students McKaylee, Leah, Dane, and Caitlinn shared about their

## **MINUTES**

### **BETHEL SCHOOL DISTRICT #52**

#### **BOARD OF DIRECTORS**

**APRIL 8, 2019**

experiences and involvement with Cascade's GSA. Ms. Oliver, Ms. Witty, and the students answered questions from the Board.

#### KHS Student Representative Report, Nate Tena

Nate reported that his cohort is studying journalism and photography. They are learning about the eight news values and preparing to write news articles for *The Howl*, Kalapuya's newspaper. Mr. Zydycryn's cohort is learning about water and hydro-electric cycles, and recently participated in the McKenzie River Trust Clean-up. Ms. Olsen's cohort is receiving a grant from ABC to create a food pantry at Kalapuya. Nate stated that he is one of eight students at Kalapuya trained for Sources of Strength and they are planning a barn dance and a fun run. Mr. Aumack's cohort is studying trigonometry and Mr. Weinberg's cohort is focusing on electrical engineering. Mr. Dambrov's cohort is learning about integrated pest management, preparing for next season's farm crop, and creating a lesson that Kalapuya students will teach 3<sup>rd</sup> grade students when they visit the Bethel Farm during upcoming field trips. Mr. Dambrov's cohort is also working on plant propagation for the plant sale in May and will be acquiring new colonies of honey bees for the Bethel Farm. The senior cohort is working on resumes and cover letters for an upcoming job fair. In addition, Kalapuya's Olympics will take place soon. Director Cunningham inquired whether Bethel Farm works with Future Farmers of America (FFA).

#### WHS Student Representative Report, Nate Bassinger

Substituting for Cynthia Lopez, Nate Bassinger commented on recent accomplishments by Willamette students: Shane Wilder was recently named Oregon Culinary Student of the Year; Elizabeth Ortiz placed 3<sup>rd</sup> at the HOSA state finals and will be competing at the upcoming international HOSA conference; and Dylan Murray recently took 1<sup>st</sup> place in the boys 400 hurdles at the Stanford Invitational and is currently ranked number 2 in the nation. This has been a great season for the track team. The final home track meet will take place May 1<sup>st</sup>. Spirit week takes place this week, culminating with prom this coming Saturday. IB finals are coming up for seniors. Willamette's graduation will be June 7<sup>th</sup>. Seniors recently received their class shirts and a senior meeting has been scheduled for students to make plans for their graduation.

#### Education Related Issues Update & Discussion, Senator Manning

Superintendent Parra welcomed Senator Manning and Chair Farr acknowledged Lawanda Manning, Senator Manning's Chief of Staff, who was in the Boardroom. Senator Manning thanked the Board for the opportunity to discuss education related issues and shared the legislative committees in which he participates. Senator Manning highlighted legislation he sponsored this term and stated that he is fully committed to get as much funding for school districts as possible. Senator Manning discussed potential ideas for increasing the state's revenue and answered questions from the Board related to the State School Fund (SSF), maintaining class size as a management right, paid family leave, and PERS. Senator Manning and the Board discussed unfunded mandates, mandates requiring teaching additional subjects without increasing instructional time, and vaccinations (HB 3063).

#### 2019-2020 Academic Calendar, 1<sup>st</sup> Reading, Pat McGillivray

Community Relations Director Pat McGillivray reviewed the draft 2019-2020 academic calendar and discussed it with the Board. The draft 2019-2020 academic calendar includes 180 student contact days.

## MINUTES

### BETHEL SCHOOL DISTRICT #52

### BOARD OF DIRECTORS

APRIL 8, 2019

#### Legislative and School Finance Update

Superintendent Parra reported on a possible teacher walkout planned for May 8<sup>th</sup> and referred to an article published in *The Register Guard*, "Ore. offers \$2 billion for schools as teachers plan walkout." The District has been in discussion with Eugene Education Association (EEA) and Bethel Association of Classified Employees (BACE) regarding the potential walkout. Primarily larger districts across the state will be impacted by the planned walkout as teachers advocate for additional school funding. The District's goal is to notify families of the walkout as early as possible, and the District is relying heavily on the Associations to be as transparent as possible in order to communicate with families accordingly. Arrangements have been made for IB testing to continue on May 8<sup>th</sup> regardless of the walkout. If the walkout occurs, the Board will discuss adding an additional day to the 2018-19 academic calendar. Superintendent Parra also reported on the School Improvement Fund recommended by the Joint Committee on Student Success, which impacts early learning and K-12 education. Superintendent Parra referred to a poster created summarizing how the District would utilize the funding. School Improvement Fund recommendations could be referred to voters and there will be an application process to access the funds. Superintendent Parra referred to a document summarizing the Joint Ways and Means Committee co-chairs' budget framework and the Governor's recommended budget for the 2019-21 biennia, and distributed an article from *The Oregonian* titled "Oregon governor, lawmakers focus on suicide prevention, especially in schools."

#### DELEGATIONS AND VISITORS

None

#### CONSENT AGENDA

##### **Resolution No. 49 – Personnel Action**

**Motion:** Greg Nelson moved, Paul Jorgensen seconded, to approve the Consent Agenda as specified below:

#	Name	Type	Description
1.	Bryant, McKenzie	Leave of Absence	Approve .5 FTE Leave of Absence for the 2019-20 school year to job share with Ashley Jackson; Position: Kindergarten Teacher @ Prairie Mountain.
2.	Bunker, Phillip	Hire for 2018-19	Offer Extra Duty Contract for After-School CTE Culinary Instructor @ Shasta.
3.	Delorefice, Dawn	Resignation	Accept resignation at end of 2018-2019 school year; Position Held: Assistant Principal @ Willamette; 19 years at Bethel.
4.	Grube, Laura	Hire for 2018-19	Offer Extra Duty Contract for Assistant Track Coach @ Willamette.
5.	Higbee, Ereanna	Hire for 2018-19	Offer Extra Duty Contract for Assistant Softball Coach @ Willamette.

**MINUTES**  
**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF DIRECTORS**  
**APRIL 8, 2019**

6.	Imholt, Athena	Leave of Absence	Approve .5 FTE Leave of Absence for the 2019-20 school year to job share with Erin Richardson-Harris; Position: Kindergarten Teacher @ Prairie Mountain.
7.	Jackson, Ashley	Temporary Hire for 2019-20	Offer Temporary Contract for .5 FTE Kindergarten Teacher @ Prairie Mountain to job share with McKenzie Bryant.
8.	Mollinary, Wendy	Temporary Hire for 2018-19	Offer Temporary Contract for .6 FTE School Counselor @ Danebo; Replaces: Anthony Taramasco; Start Date: 3/18/2019.
9.	Richards, Gordon	Hire for 2018-19	Offer Extra Duty Contract for After-School CTE Culinary Instructor @ Prairie Mountain.
10.	Richardson-Harris, Erin	Leave of Absence	Approve .5 FTE Leave of Absence for the 2019-20 school year to job share with Athena Imholt; Position: Kindergarten Teacher @ Prairie Mountain.
11.	Vendetti, Devon	Hire for 2018-19	Offer Extra Duty Contract for Head Girls Varsity Golf Coach @ Willamette.
12.	Walker, Adam	Hire for 2018-19	Offer Extra Duty Contract for Head Boys Varsity Golf Coach @ Willamette.
13.	Walker, Tana	Leave of Absence	Approve .5 FTE Leave of Absence for the 2019-20 school year; Position: English Teacher @ Willamette.

**Motion Passed, 5-0**

**Absent:** Dawnja Johnson and Ginger Poage

**ACTION ITEMS**

**Resolution No. 50 – Budget Committee Appointment, Position 1**

**Motion:** Alan Laisure moved, Rich Cunningham seconded, to appoint James Manning, Jr. to Budget Committee Position 1 for a 3-year term. The Board discussed whether applicants for the Budget Committee could be appointed to Positions 2 and 5 at tonight’s Board meeting. In order to do so, it would be necessary for the Board to modify the process for appointing Budget Committee members.

**Motion Passed, 5-0**

**Absent:** Dawnja Johnson and Ginger Poage

**Resolution No. 51 – Adopt Revised 2018-2019 Academic Calendar**

**Motion:** Alan Laisure moved, Paul Jorgensen seconded, to adopt the revised 2018-2019 academic calendar, as presented. Director Cunningham inquired about bringing a revised 2018-2019 academic calendar before the Board after a decision is made regarding adding another day to the end of the 2018-



## **MINUTES**

### **BETHEL SCHOOL DISTRICT #52**

#### **BOARD OF DIRECTORS**

**APRIL 8, 2019**

2019 school year to make up for the potential teacher walkout on May 8<sup>th</sup>. The Board discussed the 2018-2019 academic calendar and the possibility of adjusting the calendar again at a future Board meeting when more information is available regarding the planned teacher walkout.

#### **Motion Passed, 3-2**

**Absent:** Dawnja Johnson and Ginger Poage

Greg Nelson and Rich Cunningham voted against Resolution No. 51.

#### **INFORMATION AND DISCUSSION**

- A. Director Laisure shared that he was able to attend Irving's 5<sup>th</sup> Grade Influential Persons Wax Museum event with his family and reported that it was wonderful and well attended.
- B. Superintendent Parra and Chair Farr attended St. Vincent de Paul's grand opening of the Veterans' Housing Project – Home #10, Ruskin. St. Vincent de Paul did an excellent job on renovating the home.

#### **BOARD ACTIVITY UPDATE**

- A. Director Nelson has a conflict on April 22<sup>nd</sup> and could possibly be available for the first part of the Board meeting that evening, if necessary.

#### **REVIEW OF NEXT MEETING: MONDAY, APRIL 22, 2019**

- A. Student Presentation, Irving Elementary School
- B. Student Representative Reports, KHS and WHS
- C. Budget Committee Interview, Position 2
- D. Winter Sports Review, Garron Lamoreau
- E. Education Related Issues Update & Discussion, Representative Fahey
- F. Instructional Hours Review
- G. Legislative & School Finance Update
- H. Board Policies & Administrative Rules up for Periodic Review

#### **ADJOURNMENT**

There being no further business to bring before the Board, Chair Farr adjourned the meeting at 9:00 p.m.

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Clerk – Chris Parra

*jcb*

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Chair – Debi Farr

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Bethel School District GENERAL FUND  
 Revenue and Expenditure Summary/Projection (unaudited)  
 Fiscal Year 2018/2019

	better than forecast
	within 2% of forecast
	Within 2% - 4% of forecast
	Over 4% of forecast

	Prior Months	Current Month	Future Months	Projected 2018/2019 Totals	2018/2019 ADOPTED BUDGE	Budget Variance	YTD	YTD	Variance
	Actuals	Priliminary April 2019	Projected				Actual	Projected	
<b>REVENUES</b>									
<b>LOCAL SOURCES:</b>									
Current year's levy* R1111	15,239,922	53,552	403,723	15,697,197	15,831,345	(134,148)	15,293,473	15,427,622	(134,148)
Prior years' taxes* R1112 & 1190 & 1200	567,624	12,847	13,160	593,630	58,000	535,630	580,471	44,840	535,630
Tuition from other Districts	0	0	0	0	0	0	0	0	0
Investment earnings R1510	420,204	53,388	23,646	497,237	110,000	387,237	473,591	86,354	387,237
Misc. local sources R1910 & R1940 & R1960	107,923	4,789	17,295	130,007	44,300	85,707	112,713	27,005	85,707
Subtotal	16,335,673	124,575	457,823	16,918,071	16,043,645	874,427	16,460,248	15,585,821	874,427
<b>INTERMEDIATE SOURCES:</b>									
County School Fund* R2101	0	0	60,000	60,000	60,000	0	0	0	0
Subtotal	0	0	60,000	60,000	60,000	0	0	0	0
<b>STATE SOURCES:</b>									
SSF- Current Year R3101	31,467,735	3,167,434	3,541,382	38,176,550	37,150,756	1,025,794	34,635,168	33,609,374	1,025,794
Common School Fund* R3103	318,862	0	276,276	595,138	552,553	42,586	318,862	276,276	42,586
High Cost Disability	0	0	18,000	18,000	18,000	0	0	0	0
Other State Funds	0	0	0	0	0	0	0	0	0
Subtotal	31,786,597	3,167,434	3,835,658	38,789,688	37,721,309	1,068,380	34,954,030	33,885,651	1,068,380
<b>FEDERAL SOURCES:</b>									
Other Federal Grants 4700	13,944	0	-13,944	0	0	0	13,944	0	13,944
Federal Forest Fees* R4801	0	0	0	0	0	0	0	0	0
Subtotal	13,944	0	-13,944	0	0	0	13,944	0	0
<b>OTHER RESOURCES:</b>									
Interfund Transfers In R5200	223,166	0	14,031	237,197	15,050	222,147	223,166	1,019	222,147
Sale of or Comp for loss of asset	0	0	0	0	0	0	0	0	0
Beginning fund balance R5400	7,993,950	0	0	7,993,950	6,862,062	1,131,888	7,993,950	6,862,062	1,131,888
Subtotal	8,217,115	0	14,031	8,231,147	6,877,112	1,354,035	8,217,115	6,862,062	1,131,888
Total, monthly revenues				63,998,906	60,702,065				
<b>EXPENDITURES</b>									
Salaries- 100	17,653,788	2,378,595	9,570,367	29,602,749	28,882,160	720,589	20,032,383	20,511,061	(478,679)
Employee benefits- 200	11,919,057	1,599,525	6,329,917	19,848,499	20,194,172	(345,673)	13,518,583	14,773,050	(1,254,467)
Purchased services- 300	3,486,114	382,824	1,531,778	5,400,717	5,730,599	(329,882)	3,868,939	4,198,821	(329,882)
Supplies- 400	667,696	65,529	215,742	948,966	981,446	(32,479)	733,225	765,704	(32,479)
Capital outlay- 500	7,500	0	0	7,500	0	7,500	7,500	0	7,500
Insurance/Dues/Other- 600	458,443	2,063	3,344	463,850	449,479	14,371	460,506	446,135	14,371
Interfund Transfers	185,000	0	317,671	502,671	496,137	6,534	185,000	178,466	6,534
Contingency	0	0	0	0	2,968,073				
Total, monthly expend.	34,377,598	4,428,536	17,968,819	56,774,953	59,702,066	40,960	38,806,134	40,873,236	(2,067,101)
<b>Month-end Fund Balance</b>				7,223,953	1,000,000				

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**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF EDUCATION POLICY STATEMENT**

Subject: Student Transportation Services

Policy Number: EEA Effective Date: 6/2019

Date of Original Policy and Revisions: 1/84, 19/91, 1/96, 11/99, 1/06, 6/07, 2/08, 11/08, 12/10, 2/13, 2/16

Cancels Policy No.: JGG, EE Dated: 1/84

Date of Next Review: 6/2022

**POLICY**

Transportation to and from school will be provided for students in accordance with State and Federal laws, regulations, and guidelines pertaining to school bus transportation.

Transportation for students who live closer to school than suggested distances may be provided by the Board for safety or other reasons.

The Board may provide transportation for students between the various Bethel schools and other places of instruction to which they are assigned for educational purposes.

The District may use Type 10 School Activity Vehicles to transport students from home to school, school to home and from District-sponsored activities.

Transportation will be arranged for educational field trips. Participants in athletics and other activities may need to provide their own transportation for events within the Eugene/Springfield metropolitan area.

Transportation will be provided for homeless students to and from the student's school of origin<sup>1</sup> as required by the ~~No Child Left Behind Act of 2001 (NCLBA)~~ Every Student Succeeds Act of 2015 (ESSA). These services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the Board.

Transportation for students with disabilities will be provided as determined by IEP teams. Preschool students with disabilities who have transportation as a related service and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation.

The principal or designee shall ensure transportation officials and drivers shall receive notification of students having special medical or behavioral protocols identified in student records and drivers shall receive appropriate training related to specified protocols, including requirements of confidentiality.

The district may also provide transportation using federal funds<sup>2</sup> or through cooperative agreements with local victims assistance units for a student to attend a safe district school<sup>3</sup> out of the student's attendance

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<sup>1</sup>“School of origin” means the school that the student attended when permanently housed or the school in which the student was last enrolled.

When the student has completed the final grade served by the school of origin, the term “school of origin” shall include the designated receiving school at the next grade level for all feeder schools.

<sup>2</sup>“Federal funds” means funds available through Title IV, Part A, and Title V, Part A.

<sup>3</sup>If there is not another school in the district to which students can transfer, districts are encouraged, but not required, to explore other appropriate options, i.e., an agreement with a neighboring district.

**BETHEL SCHOOL DISTRICT #52  
BOARD OF EDUCATION POLICY STATEMENT**

area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous.

If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement.

Students attending any private, parochial or public charter school under the compulsory school attendance laws will, where the private, parochial or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students.

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Oregon Department of Transportation under Oregon Revised Statute (ORS) 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until he/she is four feet nine inches tall or age eight and the adult belt properly fits.<sup>4</sup> A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles in excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus or school activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus or vehicle driver to the transportation supervisor. The transportation supervisor will, as soon as possible, inform the appropriate administrator of such occurrence. Violators may be denied use of transportation for a period of time as deemed proper by the administrator and transportation supervisor.

The school bus or vehicle driver will be responsible for the school bus or vehicle at all times from departure until return. The driver will not participate in any activities that might impair his/her driving abilities.

Aides or assistants that ride a school bus shall receive training on emergency procedures and their role in the safe transportation of all students on the bus.

**REPORTS**

None.

**ATTACHMENTS**

None.

**END OF POLICY**

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**REFERENCES / COMMENTS**

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<sup>4</sup>“Proper fit” means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

**BETHEL SCHOOL DISTRICT #52  
BOARD OF EDUCATION POLICY STATEMENT**

**Legal Reference(s):**

<a href="#">ORS 327.006</a>	<a href="#">ORS 343.533</a>
<a href="#">ORS 327.033</a>	<a href="#">ORS 343.155 to-343.243</a>
<a href="#">ORS 327.043</a>	<a href="#">ORS 811.210</a>
<a href="#">ORS 332.405</a>	<a href="#">ORS 811.215</a>
<a href="#">ORS 332.415</a>	<a href="#">ORS 815.055</a>
<a href="#">ORS 339.240 to-339.250</a>	<a href="#">ORS 815.080</a>
<a href="#">ORS 343.155 to-343.246</a>	<a href="#">ORS 820.100 to-820.190</a>
<a href="#">OAR 581-021-0050 to-0075</a>	<a href="#">OAR 581-053-0040</a>
<a href="#">OAR 581-022-1530</a>	<a href="#">OAR 581-053-0053</a>
<a href="#">OAR 581-023-0040</a>	<a href="#">OAR 581-053-0060</a>
<a href="#">OAR 581-053-0002</a>	<a href="#">OAR 581-053-0070</a>
<a href="#">OAR 581-053-0003</a>	<a href="#">OAR 581-053-0210</a>
<a href="#">OAR 581-053-0004</a>	<a href="#">OAR 581-053-0220</a>
<a href="#">OAR 581-053-0010</a>	<a href="#">OAR 581-053-0230</a>
<a href="#">OAR 581-053-0031</a>	<a href="#">OAR 581-053-0240</a>
	<a href="#">OAR 735-102-0010</a>

~~No Child Left Behind Act of 2001~~ Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6315, 7912 (2015).  
~~Elementary and Secondary Education Act (ESEA) Flexibility Waiver, July 18, 2012.~~  
~~McKinney-Vento Homeless Education Assistance Improvements Act of 2001, 42 U.S.C. §§ 11431-11435 (2001).~~

[Bethel Administrative Rule EEA: Student Transportation Services](#)

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**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF EDUCATION POLICY STATEMENT**

Subject: School Bus Safety Program

Policy Number: EEAC Effective Date: 5/2019

Date of Original Policy and Revisions: 12/08, 12/10, 2/13, 2/16

Cancels Policy No.: \_\_\_\_\_ Dated: \_\_\_\_\_

Date of Next Review: 5/2022

**POLICY**

The Superintendent or designee will ensure instruction for all students in school bus safety and emergency evacuation procedures is provided. Drivers shall assist in the instruction.

Students who are regularly transported by the District shall receive the following instruction within the first six weeks of each half of the school year:

1. Safe school bus riding procedures, including but not limited to loading, unloading, crossing etc;
2. Use of emergency exits; and
3. Planned and orderly evacuation of the school bus in case of emergency, including participation in actual evacuation drills.

Students who are not regularly transported by the District will be given the following instruction at least once in the first half of each school year:

1. Safe school bus riding procedures; and
2. Use of emergency exits.

The District and/or contractor will document and maintain records of the content and dates of instruction.

Buses will not exceed vehicle design capacity for seating at any time unless an unforeseen or unusual circumstance arises. Passengers will be provided a seat that fully supports them. A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Department of Transportation under ORS 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until four feet nine inches or age eight and the adult belt properly fits.<sup>1</sup> A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles used for student transportation in excess of 10,000 pounds are exempt from this requirement unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

During adverse weather conditions, the Superintendent or designee may alter bus schedules or temporarily suspend bus services. The Superintendent or designee will advise local radio stations and other media of any changes in bus schedules or services.

In the case of emergency or disaster, evacuation of students will be carried out according to the District's emergency plan.

**BETHEL SCHOOL DISTRICT #52  
BOARD OF EDUCATION POLICY STATEMENT**

**REPORTS**

None.

**ATTACHMENTS**

None.

**END OF POLICY**

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**REFERENCES**

**Legal Reference(s):**

[ORS 811.210](#)

[ORS 811.215](#)

[ORS 815.055](#)

[ORS 815.080](#)

[ORS 820.100 - 820.190](#)

[OAR 437-002-0220 to -0227](#)

[OAR 581-022-1420](#)

[OAR 581-053-0002 to -0015](#)

[OAR 581-053-0512 to -0555](#)

[OAR 735-102-0010](#)

**BETHEL SCHOOL DISTRICT #52  
BOARD OF EDUCATION POLICY STATEMENT**

Subject: School Bus Driver Examination and Training

Policy Number: EEACA Effective Date: 5/2019

Date of Original Policy and Revisions: 2/16

Cancels Policy No.: N/A Dated: N/A

Date of Next Review: 5/2022

**POLICY**

School bus driver selection procedures will be developed to ensure acceptance of drivers whose capabilities are commensurate with job responsibilities. Each new school bus driver will be selected for his/her potential for improving the fleet's record and performance.

1. School bus driver selection will be based on: investigating application references; a motor vehicles report from the department of motor vehicles; a criminal records check; a drug and alcohol test; verification that a physical examination was certified by a medical examiner whose certificate was listed in the Federal Motor Carrier Safety Administration's National Registry of Certified Medical Examiners as of the date of the issuance of the bus driver's examination certificate; and other physical requirements, planned oral interview, tests and a driver-training program.
2. No school bus driver shall be placed on a route or in any vehicle transporting students without a school bus permit or certificate issued by the Oregon Department of Education (ODE).
3. No school bus driver shall be placed in any vehicle subject to commercial driver's license requirements or permitted to perform any other safety-sensitive functions who does not comply with applicable provisions of the Omnibus Transportation Employee Testing Act of 1991.
4. In emergencies, only school bus drivers who are on the ODE emergency drivers' list will be used.

All school bus drivers are required to inform the district within 15 days of any change in their driving or criminal records that could affect their eligibility to maintain the necessary ODE approval for licensing.

A school bus manufacturer, school bus dealer or school bus mechanic is not required to have a school bus endorsement while operating a school bus that is not transporting students.

**REPORTS**

None.

**ATTACHMENTS**

None.

**END OF POLICY**

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**Legal Reference(s):**

[ORS 659.840](#)  
[ORS 659A.300](#)  
[ORS 659A.306](#)  
[ORS Chapters 801, 802, 807, 809, 811, 813](#)  
[ORS 807.038](#)  
[ORS 820.110](#)

[OAR 581-053-0002](#)  
[OAR 581-053-0003](#)  
[OAR 581-053-0004](#)  
[OAR 581-053-0031](#)  
[OAR 581-053-0040](#)  
[OAR 581-053-0053](#)

[OAR 581-053-0060](#)

**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF EDUCATION POLICY STATEMENT**

Omnibus Transportation Employee Testing Act of 1991, 49 U.S.C. §§ 31301-31317; 49 C.F.R. Parts 40, 382, 391-395 (2006).  
Federal Motor Carrier Safety Administration Regulations, 49 C.F.R. Part 391, §§ 391.42, 391.43 (2014).

**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF EDUCATION POLICY STATEMENT**

Subject: Student Transportation in Private Vehicle

Policy Number: EEAE Effective Date: 5/2019

Date of Original Policy and Revisions: 12/08, 12/10, 2/13, 2/16

Cancels Policy No.: \_\_\_\_\_ Dated: \_\_\_\_\_

Date of Next Review: 5/2022

**POLICY**

Transportation of students will be by the District's transportation system or by a District employee's vehicle, properly insured, except as provided below.

Parents, employees and other designated adults may be permitted to use private vehicles to transport students other than their own on field trips or other school activities if the following conditions have been met prior to the activity:

1. The school administrator has approved the activity;
2. A permission slip signed by the student's parent(s) has been received by the principal or his/her designee, granting permission for the student to participate in the field trip/activity and to ride in a privately-owned vehicle;
3. The parents, employee or other adult driving the vehicle is properly licensed to drive and has provided proof of insurance. Such insurance shall meet or exceed minimum requirements as established by the state of Oregon and as set by the District;
4. The vehicle contains an adequate number of seat restraints, including when applicable, a child safety system for a child who weighs less than 40 pounds, regardless of age, and the adult driver requires their use. The child safety system must elevate the person so that a safety belt or safety harness properly fits the individual and meets the minimum standards and specifications of law. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until four feet nine inches or age eight and the adult belt properly fits.<sup>1</sup> A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. Training in the proper installation and use of child safety system may be required. The driver is responsible for not placing children under the age of 13 in the front seat of a vehicle equipped with passenger-side air bags.

The District will develop procedures to implement this policy.

**REPORTS**

None.

**ATTACHMENTS**

None.

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<sup>1</sup>"Proper fit" means the lap belt of the safety belt or harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

**BETHEL SCHOOL DISTRICT #52  
BOARD OF EDUCATION POLICY STATEMENT**

**END OF POLICY**

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**REFERENCES**

**Legal Reference(s):**

[ORS 801.455](#)

[ORS 811.210](#)

[ORS 815.055](#)

[ORS 815.080](#)

[OAR 735-102-0010](#)



**May 13, 2019**

**RESOLUTION NO. 18-19: 56**

**RESOLUTION: CONSENT AGENDA/PERSONNEL ACTION**

The Board of Directors, School District No. 52, Lane County, approves personnel action involving licensed employees and extra duty contracts at each regularly scheduled School Board meeting. If the Board of Directors would like to discuss any of these recommendations in executive session, the employee should be identified by the number preceding the name and it will be withdrawn pending further instruction from the Board. Remie Calalang is available for questions.

**RECOMMENDATION:**

It is recommended that the School Board approve the Consent Agenda as reflected in this resolution and any addendum presented along with this resolution.

#	Name	Type	Description
1.	Aumack, Stefan	Leave of Absence	Approve .2 FTE Miscellaneous Leave of Absence for the 2019-20 school year; Principal @ Kalapuya.
2.	Choate, Laura	Temporary Hire for 2019-20	Offer Temporary Contract for 1.0 FTE School Psychologist Intern @ District Office; Start Date: 8/26/2019.
3.	Dodds, Alyssa	Hire for 2019-20	Offer 1 <sup>st</sup> Year Probationary Administrator Contract for Assistant Principal, Willamette; Replaces: Zachary Lauritzen; Education: BA/UO, MAT/Pacific University; Administrator Licensure: PSU; Experience: District High School Instructional Coach, Springfield Public Schools, 2 years; Administrator Intern, Springfield Public Schools, 1 year; Language Arts Teacher, Springfield Public Schools, 4 years; Start Date: 7/29/2019.
4.	LeRoux, Mindy	Resignation	Accept resignation effective 6/30/2019; Positions Held: Principal, WHS, 6 years; Assistant Principal, WHS, 1 year; Assistant Director of Special Services, DO, 7 years; Speech-Language Pathologist, Danebo, 7 years; Total: 20 years at Bethel.
5.	Martins, Tony	Hire for 2019-20	Offer Contract for Additional .5 FTE GED Teacher @ Kalapuya; Total: 1.0 FTE.
6.	Nelson, Dain	Hire for 2019-20	Offer 1 <sup>st</sup> Year Probationary Administrator Contract for Assistant Principal, Willamette; Replaces: Dawn Delorefice; Education: BA/UO, MED/UO; Administrator Licensure: UO; Experience: Social Studies Teacher, WHS, 6 years; Language Arts Teacher, Aspen School District, 1 year; Credit Recovery Teacher, KHS, 1 year; English Teacher, ECC Kumho-Jungu, Seoul, Republic of Korea, 1 year; Start Date: 7/29/2019.

7.	Roe, Christina	Resignation	Accept resignation at end of 2018-2019 school year; Position Held: 8 <sup>th</sup> Grade Math Teacher @ Prairie Mountain; 2 years at Bethel.
8.	Smith, Jessika	Resignation	Accept resignation at end of 2018-2019 school year; Position Held: Music Teacher @ Prairie Mountain; 4 years at Bethel.
9.	Tompkins, Jenny	Hire for 2019-20	Offer 1 <sup>st</sup> Year Probationary Contract for 1.0 FTE Extended Resource Room Teacher @ Meadow View; Replaces: Tim Hammett; Start Date: 8/26/2019.

**Recommended by:** Remie Calalang, Human Resources Director

ATTEST \_\_\_\_\_  
Clerk – Chris Parra

\_\_\_\_\_  
Chair – Debi Farr

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

DATE \_\_\_\_\_

RESOLUTION: *Passed / Failed*

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





**May 13, 2019**

**RESOLUTION NO. 18-19: 57**

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

- EEAC:** School Bus Safety Program
- EEACA:** School Bus Driver Examination and Training
- EEAE:** Student Transportation in Private Vehicle

**ATTEST** \_\_\_\_\_  
Clerk – Chris Parra

\_\_\_\_\_  
Chair – Debi Farr

**MOVED BY** \_\_\_\_\_

**SECONDED BY** \_\_\_\_\_

**DATE** \_\_\_\_\_

**RESOLUTION:**      *Passed / Failed*

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