



BETHEL SCHOOL BOARD MEETING

District Office – 4640 Barger Drive

Monday, October 22, 2018

6:30 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 Presentation, Fairfield Elementary School
 - B. Student Representative Reports, KHS and WHS
 - C. Financial Statement, Simon Levear
 - D. Legislative and School Finance Update
 - E. Policy Update, 2nd Reading
 - a. GBNA – Harassment, Including Intimidation, Hazing, Menacing, Bullying, and Cyberbullying (Employee) – *New policy (replaces GBN)*
 - b.
 - F.
5. **Delegations and Visitors**
6. **Consent Agenda**

Personnel Action Resolution No. 19
7. **Action Items**

A. Adopt Policy CCG Resolution No. 20
8. **Information and Discussion**
 - A. OSBA Annual Convention, November 8-11, Portland Marriott Downtown Waterfront
 - B.
9. **Board Activity Update**
 - A.
10. **Review of Next Meeting: Monday, November 26, 2018**
 - A. Student Presentation, Danebo Elementary School
 - B. Student Representative Reports, KHS and WHS
 - C. School and District Report Cards, Kee Zublin and Tasha Katsuda
 - D. Chronic Absenteeism, Kee Zublin and Tasha Katsuda

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

October 22, 2018, Page 2 of 2

- E. CTE Revitalization, Brady Cottle, Natalie Oliver, Erika Case, and Jill Robinson-Wolgamott
- F. Budget Committee Interviews and Appointments, Positions 1, 2, and 5
- G. Financial Statement, Simon Levear
- H. OSBA Election
- I. Legislative & School Finance Update
- J. Board Policies Up for Periodic Review
- K.

11. Adjournment

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

SEPTEMBER 24, 2018

ATTENDANCE

Board Members: Paul Jorgensen, Alan Laisure, Dawnja Johnson, Rich Cunningham, and Chair, Debi Farr

Absent: Ginger Poage and Greg Nelson

District staff, students, and community members identified: Superintendent Parra, Amy Tidwell, Simon Levear, Kee Zublin, Tasha Katsuda, Mindy LeRoux, Stefan Aumack, Janay Stroup, Jennie Kolpak, Kyle Ryan, William Swift, Robin Hanson, Jason Betterley, and Jill Busby

CALL TO ORDER

Chair Farr called the September 24, 2018 meeting of the Board of Directors to order at 6:32 p.m.

PLEDGE OF ALLEGIANCE

Vice Chair Jorgensen led the Pledge of Allegiance.

ACTION ON MINUTES

Chair Farr presented the Minutes from the September 10, 2018 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

SUPERINTENDENT'S REPORT

Measure 98 WHS and KHS, Stefan Aumack and Mindy LeRoux

Kalapuya High School Principal Stefan Aumack introduced Kalapuya Teacher Janay Stroup. Willamette High School Principal Mindy LeRoux and Mr. Aumack described how Measure 98 funds are being utilized in their schools for dropout prevention, improving graduation rates and expanding college level and CTE course offerings. Ms. LeRoux described processes used to review data to determine how to use Measure 98 funds to better support students. Ms. Stroup shared how students are being exposed to internships and college experiences, and becoming familiar with college campuses and programs.

Oregon Harvest Day, Jennie Kolpak and Kyle Ryan

Nutrition Services Director Jennie Kolpak shared that Oregon Harvest Day, a celebration for National Farm to School Month, will be held at Prairie Mountain School on Thursday, October 4, 2018, at 10:55 a.m. Ms. Kolpak updated the Board on produce recently harvested at the Bethel Farm and shared that 551 4th and 5th grade students participated in field trips to the Bethel Farm during the 2017-18 school year. Farm Manager Kyle Ryan provided an update on the free summer camp offered to students at the Bethel Farm and shared photos from the farm.

Bond Work Recap, Jason Betterley

Maintenance Supervisor Jason Betterley provided a detailed overview of bond related projects recently completed or currently in process. Mr. Betterley also shared a list of 157 projects funded by the voter-approved 2012 Bond Measure and described additional bond related projects planned for the near future.

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
SEPTEMBER 24, 2018

Financial Statement, Simon Levear

Business Services Director Simon Levear reviewed the August 2018 financial statement showing an estimated Ending Fund Balance of \$5,555,782. Mr. Levear also shared plans for improving processes in the business office, which include implementing purchasing cards and new student body accounting software.

Legislative and School Finance Update

Superintendent Parra reported on flexibility regarding required instructional time for seniors recently adopted by the Oregon State Board of Education.

DELEGATIONS AND VISITORS

None

CONSENT AGENDA

Resolution No. 14 – Personnel Action

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

#	Name	Type	Description
1.	Bryant, McKenzie	Hire for 2018-19	Offer Extra Duty Contract for Yearbook @ Prairie Mountain.
2.	Chew, Miles	Hire for 2018-19	Offer Extra Duty Contract for After School CTE Robotics Instructor @ Shasta.
3.	DeSol, Olive	Hire for 2018-19	Offer Extra Duty Contract for After School CTE Digital Media Instructor @ Cascade.
4.	DeSimone, Anthony	Hire for 2018-19	Offer Extra Duty Contract for Assistant Girls Varsity Basketball Coach @ Willamette.
5.	Dorris, Brittany	Hire for 2018-19	Offer Extra Duty Contract for Yearbook @ Prairie Mountain.
6.	Emmert, Erin	Hire for 2018-19	Offer Extra Duty Contract for After School CTE Culinary Instructor @ Meadow View.
7.	Hazelton, Daniel	Hire for 2018-19	Offer Extra Duty Contract for Athletics Supervisor @ Willamette.
8.	Jenson, Makenzie	Hire for 2018-19	Offer Extra Duty Contract for Yearbook @ Prairie Mountain.
9.	Sorenson, Walter	Hire for 2018-19	Offer Extra Duty Contract for After School CTE Robotics Instructor @ Shasta.
10.	Story, Mark	Hire for 2018-19	Offer Extra Duty Contract for After School CTE Robotics Instructor @ Prairie Mountain.
11.	Waugh, Patrick	Hire for 2018-19	Offer Extra Duty Contract for Assistant Girls JV Basketball Coach @ Willamette.

Motion Passed, 5-0

Absent: Ginger Poage and Greg Nelson

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

SEPTEMBER 24, 2018

ACTION ITEMS

Resolution No. 15 – Budget Committee Openings and Timelines

Motion: Rich Cunningham moved, Paul Jorgensen seconded, to declare Budget positions #1, #2, and #5 open and called for applications to be submitted by November 2, 2018, at 4:00 p.m. Appointments will be made at the Board of Directors Meeting on November 26, 2018.

The Board discussed question no. 2 on the Budget Committee Application and concluded that the question should be revised.

Rich Cunningham moved, Paul Jorgensen seconded, to revise question no. 2 on the Budget Committee Application as follows: “What (if any) are your goals and priorities for this committee?”

Motion Passed, 5-0

Absent: Ginger Poage and Greg Nelson

Resolution No. 16 – Notice of Intent to Maintain Participation in the Formal Governance of Lane ESD, by requesting 50% or less of ADMw in Transit Dollars

Motion: Dawnja Johnson moved, Alan Laisure seconded, to issue a Notice of Intent to Maintain Participation in the Formal Governance of Lane Education Service District, by requesting 50% or less of ADMw in Transit Dollars for the 2019-20 school year. Superintendent Parra provided an explanation for this resolution.

Motion Passed, 5-0

Absent: Ginger Poage and Greg Nelson

Resolution No. 17 – Superintendent Contract

Motion: Rich Cunningham moved, Dawnja Johnson seconded, to approve the contract for Superintendent Parra, beginning July 1, 2018 through June 30, 2021, as presented. The Board discussed Superintendent Parra’s contract.

Motion Passed, 5-0

Absent: Ginger Poage and Greg Nelson

INFORMATION AND DISCUSSION

- A. Oregon Harvest Day, Thursday, October 4, 10:55am-1:00pm, Prairie Mountain School
- B. EWEB Community Resiliency Demonstration, Saturday, October 6, 11am-1pm, Bethel Farm
- C. BEF Breakfast at Bethel, Friday, October 12, 7am - 8am, Meadow View School
- D. OSBA Annual Convention, November 8-11, Portland Marriott Downtown Waterfront

BOARD ACTIVITY UPDATE

None

REVIEW OF NEXT MEETING: MONDAY, OCTOBER 8, 2018

- A. Student Representative Reports, KHS and WHS
- B. Safe Routes to School, Bob Beals and Pat McGillivray
- C. Legislative & School Finance Update
- D. Board Policies Up for Periodic Review

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
SEPTEMBER 24, 2018

ADJOURNMENT

There being no further business to bring before the Board, Chair Farr adjourned the meeting at 7:57 p.m.

Clerk – Chris Parra
jcb

Chair – Debi Farr

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

	Actual	Actual	Preliminary	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	2018/2019	Budget	YTD	YTD	Variance
	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	March 2019	April 2019	May 2019	June 2019	Totals	ADOPTED BUDGE	Variance	Actual	Projected		
REVENUES																			
LOCAL SOURCES:																			
Current year's levy* R1111	0	0	0	0	9,174,615	5,436,826	296,564	125,368	345,525	48,724	59,297	344,426	15,831,345	15,222,447	608,898	0	0	0	
Prior years' taxes* R1112 & 1190 & 1200	0	49,541	424,319	7,847	7,255	4,880	5,144	5,662	-1,170	5,019	5,521	7,638	521,657	58,000	463,657	473,860	10,204	463,657	
Tuition from other Districts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Investment earnings R1510	29,263	33,200	33,670	5,646	6,052	9,996	11,372	10,426	13,972	11,888	14,314	9,332	189,131	110,000	79,131	96,133	17,002	79,131	
Misc. local sources R1910 & R1940 & R196	164	3,315	3,914	15,527	771	370	-797	601	828	1,828	-24	17,318	43,817	44,300	-483	7,394	7,877	(483)	
Subtotal	29,427	86,057	461,903	29,020	9,188,694	5,452,072	312,282	142,056	359,155	67,460	79,109	378,715	16,585,949	15,434,747	1,151,202	577,387	35,083	542,304	
INTERMEDIATE SOURCES:																			
County School Fund* R2101	0	0	0	0	0	0	0	0	0	0	0	60,000	60,000	60,000	0	0	0	0	0
Subtotal	0	0	0	0	0	0	0	0	0	0	0	60,000	60,000	60,000	0	0	0	0	0
STATE SOURCES:																			
SSF- Current Year R3101	6,285,245	3,140,734	3,140,734	3,034,224	3,034,239	3,034,319	3,034,319	3,034,319	3,137,161	3,160,249	3,541,380	2	37,576,925	37,167,223	409,702	12,566,712	12,140,543	426,169	
Common School Fund* R3103	0	0	0	0	0	0	0	276,276	0	0	0	276,276	552,553	678,627	-126,074	0	0	0	0
High Cost Disability	0	0	0	0	0	0	0	0	0	0	18,000	0	18,000	80,000	-62,000	0	0	0	0
Other State Funds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal	6,285,245	3,140,734	3,140,734	3,034,224	3,034,239	3,034,319	3,034,319	3,310,596	3,137,161	3,160,249	3,559,380	276,279	38,147,478	37,925,850	221,628	12,566,712	12,140,543	426,169	
FEDERAL SOURCES:																			
Other Federal Grants 4700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Federal Forest Fees* R4801	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER RESOURCES:																			
Interfund Transfers In R5200	0	0	223,166	0	0	1,019	0	0	0	0	0	14,031	238,216	350,000	-111,784	223,166	0	223,166	
Sale of or Comp for loss of asset	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Beginning fund balance R5400	7,991,320	0	0	0	0	0	0	0	0	0	0	0	7,991,320	4,457,000	3,534,320	7,991,320	6,862,062	1,129,258	
Subtotal	7,991,320	0	223,166	0	0	1,019	0	0	0	0	0	14,031	8,229,536	4,807,000	3,422,536	8,214,486	6,862,062	1,129,258	
Total, monthly revenues	14,305,992	3,226,791	3,825,802	3,063,244	12,222,933	8,487,410	3,346,602	3,452,652	3,496,315	3,227,709	3,638,488	729,025	63,022,963	58,227,597	4,795,366	21,358,585	19,037,688	2,097,732	
CUMULATIVE RESOURCES	14,305,992	17,532,783	21,358,585	24,421,829	36,644,762	45,132,172	48,478,773	51,931,425	55,427,741	58,655,449	62,293,938	63,022,963	63,022,963	58,227,597	4,795,366	21,358,585	19,037,688	2,097,732	
EXPENDITURES																			
Salaries- 100	372,474	575,280	2,371,289	2,516,549	2,571,933	2,482,701	2,370,293	2,527,626	2,476,977	2,429,011	2,570,367	5,800,732	29,065,231	27,091,600	1,973,631	3,319,043	3,135,971	183,071	
Employee benefits- 200	292,404	421,624	1,462,560	1,776,430	1,810,065	1,820,285	1,684,520	1,804,647	1,778,214	1,747,051	1,829,917	3,591,206	20,018,923	19,365,580	653,343	2,176,588	2,351,838	(175,250)	
Purchased services- 300	262,336	245,672	46,640	415,816	452,950	544,466	574,419	404,553	488,746	510,324	507,862	1,023,916	5,477,700	5,734,730	-257,030	554,648	807,547	(252,899)	
Supplies- 400	61,828	72,596	62,314	93,525	86,346	64,389	44,096	45,853	104,320	76,693	113,179	102,563	927,700	966,942	-39,242	196,737	250,482	(53,745)	
Capital outlay- 500	7,500	0	0	0	0	0	0	0	0	0	0	0	7,500	320,000	-312,500	7,500	0	7,500	
Insurance/Dues/Other- 600	391,645	25,824	39,034	8,243	2,842	4,423	3,707	-9,092	1,533	2,578	2,964	380	474,081	405,683	68,399	456,503	431,900	24,603	
Interfund Transfers	120,000	0	0	118,977	0	0	0	59,489	0	0	0	317,671	616,137	442,730	173,407	120,000	0	120,000	
Contingency			0	0	0	0	0	0	0	0	0	0		3,658,848					
Total, monthly expend.	1,508,187	1,340,996	3,981,835	4,929,539	4,924,137	4,916,264	4,677,036	4,833,074	4,849,791	4,765,656	5,024,288	10,836,468	56,587,273	57,986,112	2,260,008	6,831,019	6,977,739	(146,720)	
CUMULATIVE EXPENDITURES	1,508,187	2,849,183	6,831,019	11,760,558	16,684,695	21,600,959	26,277,995	31,111,070	35,960,860	40,726,516	45,750,804	56,587,273	56,587,273						
Month-end Fund Balance	12,797,805	14,683,599	14,527,566	12,661,271	19,960,067	23,531,212	22,200,778	20,820,356	19,466,881	17,928,934	16,543,133	6,435,690	6,435,690	1,000,000					

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

Subject: **Harassment, Including Intimidation, Hazing, Menacing, Bullying, and Cyberbullying
(Employee)**

Policy Number: **GBNA** Effective Date: **11/2018**

Date of Original Policy and Revisions: **10/18**

Cancels Policy No.: **GBN** Dated: **12/88, 11/93, 12/95, 1/99, 6/99, 1/00, 6/01, 10/06, 2/09, 10/11, 4/15**

Date of Next Review: **11/2021**

POLICY

Harassment, including intimidation, hazing, menacing, bullying, and cyberbullying will not be tolerated in the Bethel School District, on the area immediately adjacent to school grounds, on school-provided transportation or at any official school bus stop, activity, program, event, internship, or trip sponsored by the district. Additionally, incidents of harassment, including intimidation, hazing, menacing, bullying, and cyberbullying that interfere with or disrupt the educational process are prohibited.

This policy gives notice to all employees that all harassment, including intimidation, hazing, menacing, bullying, and cyberbullying allegations shall be investigated and dealt with quickly and effectively.

A learning and working environment, free from harassment, including intimidation, bullying, and, cyberbullying, shall be available to all employees, volunteers, and district representatives in the Bethel School District.

HARASSMENT, INTIMIDATION, AND BULLYING

Harassment, including intimidation and bullying, is defined as unwanted behavior of a nonverbal, verbal, written, graphic, sexual, or physical nature. Harassment is often related to the protected class status of a person. "Protected class" means a group of persons distinguished or perceived to be distinguished by disability, race (see Policy JFCFA – Racial Harassment), color, national origin, ethnicity, cultural background, religion, veterans' status, genetic information, sex, gender¹, sexual orientation², age, marital status, socioeconomic status, source of income, familial status, physical characteristic, or linguistic characteristics of a national origin group. Harassment includes any act that substantially interferes with an employee's, volunteers, or district representative's benefits, opportunities, and performance, or that has the effect of:

- Physically harming a person or endangering someone's property
- Knowingly placing someone in reasonable fear of physical harm to the person or damage to the person's property
- Creating a hostile work environment

Hazing

Hazing includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of a student, staff, or volunteer for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored/work activity or grade level attainment, (i.e., personal servitude, sexual stimulation/sexual assault, forced consumption of any drink, alcoholic beverage, drug or controlled substance, forced exposure to the elements, forced

¹ Gender refers to gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated within the individual's sex at birth.

² "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, or bisexuality.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

prolonged exclusion from social contact, sleep deprivation or any other forced activity that could adversely affect the mental or physical health or safety of an employee or volunteer); requires, encourages, authorizes or permits another to be subject to wearing or carrying any obscene or physically burdensome article; assignment of pranks to be performed or other such activities intended to degrade or humiliate regardless of the person's willingness to participate.

Menacing

Menacing includes, but is not limited to, any act intended to place a student, school employee, volunteer, district representative or parent/guardian in fear of imminent serious physical injury.

Cyberbullying

"Cyberbullying" is the use of any electronic communication device to convey a message in any form (text, image, audio, game, or video) that defames, intimidates, harasses or is otherwise intended to harm, insult, or humiliate another in a deliberate, repeated, or hostile and unwanted manner under a person's true, false, or misrepresented identity. In addition, any communication of this form that disrupts or prevents a safe and positive educational or working environment may also be considered cyberbullying. Use of personal communication devices or district property to harass another is prohibited.

Examples of cyberbullying include but are not limited to the following:

- sending or posting mean, vulgar, or threatening messages or images;
- posting sensitive, private information about another person; or,
- targeted use of computer viruses to intentionally degrade, disrupt, or damage another person's files or equipment.

Process and Consequences (See Administrative Rule GBNGBNA: Harassment, including Intimidation, Bullying, and Cyberbullying – Employee, for complaint procedures)

Any employee, volunteer, or district representative who violates policy GBNGBNA, or who witnesses and fails to report such violation as soon as possible, shall be subject to appropriate disciplinary action.

1. Employees, volunteers, or other district representatives who perceive that they are the object of harassment, including intimidation, bullying, or cyberbullying shall, at the earliest opportunity, report the incident to a building or central office administrator, unless the Superintendent is the alleged perpetrator and then it shall be reported to the Board Chair who shall consult the district's legal counsel. If the allegation is reported to the building administrator, that administrator shall notify the Superintendent or designee. The allegation, unless leveled against the Superintendent, shall be investigated by the building administrator and a central office administrator, and discipline shall be enforced as it is necessary. If the complaint is found to be without merit, or cannot be substantiated, all parties shall be so notified.
2. Individuals determined to be guilty of harassment, including intimidation, bullying, or cyberbullying, shall have the right to appeal the determination to the Superintendent and the Board of Directors.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

REFERENCES / COMMENTS

Title VII of the Civil Rights Act of 1964

This policy complies with the recommendation put forth by the Board of Directors' Legal Counsel.

[Policy AC](#) – Nondiscrimination

[Policy JFCFA](#) – Racial Harassment

[Administrative Rule ~~GBN~~GBNA](#)–Harassment, Including Intimidation, Bullying, and Cyberbullying - Employee

[Administrative Rule KL](#) – Complaint Procedure

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October 22, 2018

RESOLUTION NO. 18-19: 19

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.	Belisle, Connor	Hire for 2018-19	Offer Extra Duty Contract for Athletics Supervisor @ Willamette.
2.	Hammett, Timothy	Temporary Hire for 2018-19	Offer Temporary Contract for 1.0 FTE Extended Resource Room Teacher Grades 1-3 @ Meadow View; Replaces: Meg Fox; Start Date: 10/8/2018.
3.	Higbee, Ereanna	Hire for 2018-19	Offer Extra Duty Contract for Athletics Supervisor @ Willamette.
4.	Gardner, Autumn	Resignation/Retirement/Rehire	Accept resignation effective 12/1/2018 to enter retirement. Offer Temporary 1.0 FTE Contract from 12/3/2018 through the end of the 2018-19 school year; Position Held: 7 th Grade Math Teacher @ Shasta; 18 years at Bethel.
5.	Moro, Lena	Hire for 2018-19	Offer Extra Duty Contract for Athletics Supervisor @ Willamette.
6.	Wicks, Stacie	Additional Hours for 2018-19	Offer Temporary Contract for Additional .25 FTE Music Teacher @ Fairfield; Total: 1.0 FTE.

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				

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October 22, 2018

RESOLUTION NO. 18-19: 20

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

CCG: **Evaluation of Administrators**

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				

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

Subject: Evaluation of Administrators

Policy Number: CCG Effective Date: 10/2018

Date of Original Policy and Revisions: 6/13, 1/16

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

Date of Next Review: 10/2021

POLICY

The superintendent will implement and supervise an evaluation system for administrative personnel. The purpose of administrator evaluations is to assist an administrator with developing and strengthening their professional abilities, to improve the instructional program and management of the school system, and for supervisors to make recommendations regarding their employment and/or salary status.

A formal evaluation will be conducted at least once each year. The evaluation shall be conducted according to the following guidelines:

1. Evaluative criteria for each position will be in written form and made available to the administrator;
2. Evaluations will be made by the superintendent and/or a qualified, licensed designee;
3. Evaluations will be in writing and discussed with the administrator by the person who conducts the evaluation; and
4. The administrator being evaluated will have the right to attach a memorandum to the written evaluation, and have the right of appeal through established grievance procedures, if applicable.

An administrator's evaluation shall use the following educational leadership-administrator standards¹ adopted by the State Board of Education.

1. Visionary leadership;
2. Instructional improvement;
3. Effective management;
4. Inclusive practice;
5. Ethical leadership; and
6. Socio-political context.

¹These standards are aligned with the Interstate School Leaders Licensure Consortium (ISLLC) and the Educational Leadership Constituents Council (ELCC) standards for Education Leadership.

Administrator evaluations shall be based on the core administrator standards adopted by the Oregon State Board of Education. The standards shall be customized based on collaborative efforts with the administrators and any exclusive bargaining representative of the administration.

Local evaluation and support systems established by the district for administrators must be designed to meet or exceed the requirements defined in the Oregon Framework for Teacher and Administrator Evaluation and Support Systems, including:

1. Four performance level ratings of effectiveness;
2. Consideration of multiple measures of administrator practice and responsibility which may include, but are not limited to:
 - a. Classroom-based assessments including observations, lesson plans and assignments;
 - b. Portfolios of evidence;
 - c. Supervisor reports; and
 - d. Self-reflections and assessments.
3. Consideration of evidence of student academic growth and learning based on multiple measures of student progress including performance data of students, schools and districts that is both formative and summative. Evidence may also include other indicators of student success;
4. A summative evaluation method for considering multiple measures of professional practice, professional responsibilities, and student learning and growth to determine the administrator's professional growth path;
5. Customized by the district, which may include individualized weighting and application of the standards.

An evaluation using the administrator standards must attempt to:

1. Strengthen the knowledge, skills, disposition and administrative practices of the administrator;
2. Refine the support, assistance and professional growth opportunities offered to the administrator, based on the individual needs of the administrator and the needs of the students, the school and the district;
3. Allow the administrator to establish a set of administrative practices and student learning objectives that are based on the individual circumstances of the administrator, including other assignments of the administrator;
4. Establish a formative growth process for each administrator that supports professional learning and collaboration with other administrators;
5. Use evaluation methods and professional development, support and other activities that are based on curricular standards and are targeted to the needs of the administrator; and
6. Address ways to help all educators strengthen their culturally responsive practices.

Evaluation and support systems established by the district must evaluate administrators on a regular cycle. The superintendent shall regularly report to the Board on the implementation of the evaluation and support systems and educator effectiveness.

REPORTS

None.

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

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

ORS 192.660(2),(8)	ORS 332.505	OAR 581-022-2405
ORS 342.513	ORS 342.850	OAR 581-022-2410
ORS 342.815	ORS 342.856	OAR 581-022-2420

Hanson v. Culver Sch. Dist. (FDAB 1975)