



Revised: 4:51 p.m. 10/4/2018

BETHEL SCHOOL BOARD MEETING

District Office – 4640 Barger Drive

Monday, October 8, 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. Oath of Office, KHS Student Representative to the Board: Indyanna Andres; and WHS Student Representative to the Board: Cynthia Lopez
 - B. Student Representative Reports, KHS and WHS
 - C. Safe Routes to School, Bob Beals
 - D. Legislative and School Finance Update
 - E. Policy Update, 1st Reading
 - a. CCG – Licensed Evaluation – Administrators – *Updated to reflect new language*
 - b. GBNA – Harassment, Including Intimidation, Hazing, Menacing, Bullying, and Cyberbullying (Employee) – *New policy (replaces GBN)*
 - c.
 - F.
- 5. Delegations and Visitors**
- 6. Consent Agenda**
Personnel Action Resolution No. 18
- 7. Action Items**
 - A.
- 8. Information and Discussion**
 - A. BEF Breakfast at Bethel, Friday, October 12, 7am - 8am, Meadow View School
 - B. OSBA Annual Convention, November 8-11, Portland Marriott Downtown Waterfront
 - C.
- 9. Board Activity Update**
 - A.

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10. Review of Next Meeting: Monday, October 22, 2018

- A. Student Presentation, Fairfield 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
- E. Financial Statement, Simon Levear
- F. Legislative & School Finance Update
- G. Board Policies Up for Periodic Review
- H.

11. Adjournment

MINUTES

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ATTENDANCE

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

Absent: Ginger Poage

District staff, students, and community members identified: Superintendent Parra, Remie Calalang, Amy Tidwell, Simon Levear, Kee Zublin, Tasha Katsuda, Pat McGillivray, Mindy LeRoux, Stefan Aumack, Nathan Bridgens, Natalie Oliver, Maureen Spence, Mari Ford, Jill Robinson-Wolgamott, Brady Cottle, Evan Rindy, Carmen Adler, Erika Case, Christy Gill, Ry Robinson, John Luhman, Jenny Sink, Danielle Connelly, William Swift, Robin Hanson, Josh Cox, and Jill Busby

CALL TO ORDER

Chair Farr called the September 10, 2018 meeting of the Board of Directors to order at 6:31 p.m.

PLEDGE OF ALLEGIANCE

Vice Chair Jorgensen led the Pledge of Allegiance.

ACTION ON MINUTES

Chair Farr presented the Minutes from the August 27, 2018 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

SUPERINTENDENT'S REPORT

School is Open – Highlights from Principals

Building Principals reported on highlights from the first week of school and described excitement and an overall great start to the 2018-19 school year. Building Principals also commented on back to school activities, enrollment, class size, new staff, building improvements, teacher in-services, and goals for the year.

Fiscal Year 2018 Financial Statement, Simon Levear

Business Services Director Simon Levear reviewed the financial statement for fiscal year 2018 showing an estimated Ending Fund Balance of \$7,991,320.

Legislative and School Finance Update

Superintendent Parra provided an overview of the Governor's Education Policy Agenda that was released at the end of August 2018. The Governor's plan includes a strong focus on high school graduation rates and targeted investments for minority students, students with disabilities, and students in poverty. The plan calls for improvements in prioritizing students who face the most barriers to successfully completing high school, implementing drop out strategies for at-risk students, reduced class sizes K-3, and increased measures and reporting by districts to ensure equitable student outcomes.

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Superintendent Parra also reported on the Oregon revenue forecast. Despite Oregon’s current strong economic indicators, a \$1 billion budget shortfall is anticipated at the beginning of the next biennia.

DELEGATIONS AND VISITORS

None

CONSENT AGENDA

Resolution No. 11 – Personnel Action

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

#	Name	Type	Description
1.	Born, Dean	Hire for 2018-19	Offer Extra Duty Contract for Assistant Boys Junior Varsity 2 Soccer Coach @ Willamette.
2.	Buck, Ronald	Hire for 2018-19	Offer Extra Duty Contract for Assistant Football Coach @ Willamette.
3.	Dilworth, Stacy	Temporary Hire for 2018-19	Offer Temporary Contract for .5 FTE Title I Teacher @ Irving; Replaces: Liz Johnson; Start Date: 8/29/2018.
4.	Hutchison, Seth	Resignation	Accept resignation effective September 6, 2018; Position Held: Adaptive PE Teacher @ District Office/ PE Teacher @ Irving; 3 years at Bethel.
5.	Johnson, Liz A.	Resignation	Accept resignation effective August 30, 2018; Position Held: Title I Teacher @ Irving; 3 years at Bethel.
6.	Nelson, Dain	Hire for 2018-19	Offer Extra Duty Contract for Assistant Football Coach @ Willamette.
7.	Reardon, Matt	Hire for 2018-19	Offer Extra Duty Contract for Assistant Football Coach @ Willamette.
8.	Wiggins, Andrea	Temporary Hire for 2018-19	Offer Temporary Contract for 1.0 FTE 5 th Grade Teacher @ Irving; Replaces: Ivy Sawyer; Start Date: 9/4/2018.

Motion Passed, 6-0

Absent: Ginger Poage

ACTION ITEMS

Resolution No. 12 – Adopt Policies/ARs: IGBA, IGBAG-AR, IGBAH, IGBAJ, IGBAJ-AR, IKF, IKF-AR

Motion: Dawnja Johnson moved, Paul Jorgensen seconded, to adopt the following policies and administrative rules:

IGBA – Students with Disabilities – Child Identification Procedures

IGBAG-AR – Special Education – Procedural Safeguards

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IGBAH – Special Education – Evaluation Procedures

IGBAJ – Special Education – Free Appropriate Public Education (FAPE)

IGBAJ-AR – Special Education – Free Appropriate Public Education (FAPE)

IKF – Graduation Requirements

IKF-AR – Graduation Requirements

Motion Passed, 6-0

Absent: Ginger Poage

Resolution No. 13 – Approve Transfer Caps for 2018-19

Motion: Greg Nelson moved, Alan Laisure seconded, to approve the Out-of-District Transfer Caps as presented for the 2018-2019 school year. Director Jorgensen commented that Willamette High School is not accepting transfers at any grade level.

Motion Passed, 6-0

Absent: Ginger Poage

INFORMATION AND DISCUSSION

- A. OBEF 4th Annual Scholarship Dinner, Thursday, September 13, 5:30pm, NWCU Community Room
- B. OSBA Fall Regional Meeting, September 13, 5pm Roundtable/6pm Dinner/6:30pm Meeting, Lane ESD
- 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

- A. Director Nelson stated that he brought pears and plumbs to share.
- B. Director Laisure commented on the Welcome Back event, stating that it was amazing, cohesive, and very fun. Director Laisure also shared a story involving one of his family members who attends a Bethel school.
- C. Director Johnson shared that her last Bethel student started his junior year and that the beginning of the school year has gone smoothly. Director Johnson also complimented Willamette staff on their accomplishment of providing students with full schedules.
- D. Director Cunningham commented that Willamette's athletes seem thrilled to be back in the OSAA class 5A league.

REVIEW OF NEXT MEETING: MONDAY, SEPTEMBER 24, 2018

- A. Student Representative Reports, KHS and WHS
- B. Measure 98 WHS and KHS, Stefan Aumack and Mindy LeRoux
- C. Oregon Harvest Day, Jennie Kolpak and Kyle Ryan
- D. Bond Work Recap, Pat McGillivray and Jason Betterley
- E. Financial Statement, Simon Levear
- F. Budget Committee Openings and Timeline
- G. Legislative & School Finance Update
- H. Board Policies Up for Periodic Review

ADJOURNMENT

There being no further business to bring before the Board, Chair Farr adjourned the meeting at 7:58 p.m.

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Clerk – Chris Parra
jcb

Chair – Debi Farr

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

Subject: ~~Licensed 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.

~~Evaluation of administrative staff shall be conducted to conform with:~~

- ~~1. OAR 581-022-1723⁺;~~

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BOARD OF EDUCATION POLICY STATEMENT

- ~~2. The Oregon Framework for Teacher and Administrator Evaluation and Support Systems;~~
- ~~3. The educational leadership administrator standards² adopted by the State Board of Education; and,~~

~~The purpose of administrator evaluations is to assist administrators to develop and strengthen their professional abilities and responsibilities, to improve the instructional program and to improve the management of the school system.~~

END OF POLICY

Legal Reference(s):

ORS 192.660(2),	ORS 332.505	OAR 581-022-1720-2405
ORS 342.513	ORS 342.850	OAR 581-022-1723-2410
ORS 342.815	ORS 342.856	OAR 581-022-1725-2420

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

~~⁺See the Growth and Evaluation Tool for Administrators~~

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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: **10/2018**

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: **10/2021**

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, gender, sexual orientation, 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 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.

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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.

The following 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 GBN: Harassment, including Intimidation, Bullying, and Cyberbullying – Employee, for complaint procedures)

Any employee, volunteer, or district representative who violates policy GBN, 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

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.

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BOARD OF EDUCATION POLICY STATEMENT

[Policy AC](#) – Nondiscrimination

[Policy JFCFA](#) – Racial Harassment

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

[Administrative Rule KL](#) – Complaint Procedure

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October 8, 2018

RESOLUTION NO. 18-19: 18

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.	Boorman, Christina	Temporary Hire for 2018-19	Offer Temporary Contract for .17 FTE Zero Period/Band/Choir Teacher @ Cascade.
2.	Dillow, Josh	Temporary Hire for 2018-19	Offer Temporary Contract for .17 FTE Zero Period/Band/Choir Teacher @ Meadow View.
3.	Fitch, David	Temporary Hire for 2018-19	Offer Temporary Contract for .17 FTE Zero Period/Choir Teacher @ Shasta.
4.	Martins, Tony	Additional Hours for 2018-19	Offer Temporary Contract for Additional .5 FTE GED Teacher @ Kalapuya; Total: 1.0 FTE.
5.	Reetz, Michael	Temporary Hire for 2018-19	Offer Temporary Contract for .17 FTE Zero Period/Choir Teacher @ Shasta.
6.	Sams, Grant	Hire for 2018-19	Offer Extra Duty Contract for Athletics Supervisor @ Willamette.
7.	Wagner, Lindsay	Hire for 2018-19	Offer Extra Duty Contract for Assistant Track Coach @ Willamette.

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				