



**BETHEL SCHOOL BOARD MEETING**

Virtual Meeting hosted from the District Office – 4640 Barger Drive

Monday, September 14, 2020 – 6:00 p.m.

*Zoom information will be posted on Bethel School District’s website by noon on Monday, September 14, 2020*

Join Zoom Meeting:

<https://bethel-k12-or-us.zoom.us/j/94370176372?pwd=TWFWL2NMdFpOOUtDcGRSYTNRcms4Zz09>

Password: BSD#52

Or

Phone number to listen: 1-253-215-8782

Meeting ID: 943 7017 6372

Password: 366442

**AGENDA**

**1. Call to Order**

**Greg Nelson, Chair**

**2. Approval of Minutes**

**3. Turf Update, Pat McGillivray**

**4. Superintendent’s Report**

- A. First Day of CDL Highlights , Erika Case, Ry Robinson, Dan Hedberg, Kee Zublin, & Tasha Katsuda
- B. Fiscal Year 2020 Financial Statement, Simon Levear
- C. Legislative & School Finance Update
- D. Policy Update, 1<sup>st</sup> Reading
  - a. BDDH – Public Comment at Board Meetings
- E.

**5. Delegations and Visitors**

Per ORS 192.670, this Board Meeting will be conducted as a virtual meeting. Public comment will not be taken verbally during the virtual meeting, but will be accepted via email until 4:00 p.m. on Tuesday, September 15, 2020. Please email relevant public comment to [jill.busby@bethel.k12.or.us](mailto:jill.busby@bethel.k12.or.us).

**6. Consent Agenda**

Personnel Action

Resolution No. 8

**7. Action Items**

- A. Approve Transfer Caps for 2020-2021
- B.

Resolution No. 9

**BETHEL SCHOOL DISTRICT #52**

**BOARD OF DIRECTORS**

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**8. Information and Discussion**

- A. OSBA Virtual Annual Convention, November 14
- B.

**9. Board Activity Update**

- A.

**10. Review of Next Meeting: Monday, September 28, 2020**

- A. Financial Statement, Simon Levear
- B. Budget Committee Openings and Timeline
- C. Legislative & School Finance Update
- D. Board Policies Up for Periodic Review
- E.

**11. Adjournment**

**MINUTES  
BETHEL SCHOOL DISTRICT #52  
BOARD OF DIRECTORS  
WORK SESSION NOTES  
JULY 6, 2020**

The July 6, 2020 Work Session was held virtually via Zoom.

**ATTENDANCE**

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

Absent: None

District staff, students, and community members identified: Superintendent Parra, Pat McGillivray, Remie Calalang, Tina Gutierrez-Schmich, Tasha Katsuda, Georgeann Harty, Amy Tidwell, Kee Zublin, Dan Hedberg, Nathan Bridgens, Jenny Sink, Curt Nordling, Amber Burns, Ashley Scott, Brittany Dorris, Charissa Cannon, Clair Smith, Jo Staniak, Judy Tacchini, Lisa Suchman, Kristi Oster, Meghan Hollis, Paris Piva, Rachel Hsieh, Relée Davis, Robin Hanson, Sharo, Tara Roddy, Ginny Osteen, C. Greene, Edica Liebl, Corrie Sizemore, Jennifer Booth, Tim, Heidi Pullen, Eileen Thomas, Sherine Forrest, Register Guard Reporter Jordyn Brown, and Jill Busby

**CALL TO ORDER**

Chair Jorgensen called the July 6, 2020 Work Session to order at 5:04 p.m.

**SCHOOL RESOURCE OFFICER DISCUSSION**

Superintendent Parra stated that she appreciated the community input the District has received related to School Resource Officers (SROs) and the Board's interest in discussing the relationship between public schools and law enforcement. Equity Director Tina Gutierrez-Schmich provided an overview of the history of public education systems, policies, and practices, and shared examples of efforts to create new practices to adjust policies and make changes to better support students. Ms. Gutierrez-Schmich also shared the history of the relationship between public schools and law enforcement and addressed law enforcement's involvement related to Title IX compliance. Superintendent Parra and Willamette Principal Dan Hedberg reviewed specific duties assigned to Bethel's SRO, described day-to-day interactions between the District and its SRO, and answered questions from the Board. Superintendent Parra reviewed details of Bethel's SRO contract. Vice Chair Nelson read a statement he prepared. Board members discussed SROs in Bethel schools and the possibility of creating a committee that will further review data related to SROs in schools, engage stakeholders, including students and community members, and make an informed recommendation to the Board of how the role of the SRO might be reimagined. The Board decided to create an SRO committee which will be led by Equity Director Tina Gutierrez-Schmich. The projected timeline for the committee to begin meeting is in September after the start of the 2020-21 school year; however, Ms. Gutierrez-Schmich discussed the importance of having in-person meetings for this topic and that the timeline might have to be adjusted.

**2020-2021 COMMITTEE OPPORTUNITIES**

**District Wellness (1-2): Alan Laisure and Dawnja Johnson**

Committee Leaders: Amy Tidwell and Pat McGillivray  
*Meetings occur 2-3 times per year, generally begin at 3:45pm*

**ESD Budget (1): Rich Cunningham; alternate: Alan Laisure**

Contact: Tony Scurto, Superintendent, Lane ESD  
*Meetings occur 1-2 times per year, evenings*

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**LCOG (1): Alan Laisure**; alternate: Rich Cunningham  
Contact: Brenda Wilson, Executive Director, LCOG  
*Meetings occur 6-7 times per year, Thursday evenings*

**Negotiations (2+): Alan Laisure and Paul Jorgensen**; alternate: Rich Cunningham  
Committee Leader: Remie Calalang  
*Meetings occur as needed, afternoons, evenings, and weekends*

**Safety and Equity (2): Dawnja Johnson and Robin Zygaitis**  
Committee Leader: Tina Gutierrez-Schmich  
*Meetings occur 3-4 times per year, generally 4pm*

**Bethel Education Foundation Board Representative (1): Paul Jorgensen**; alternate: Debi Farr  
Executive Director: Dawnja Johnson  
*Meetings occur monthly, generally 5:30-7pm, and special events throughout the year*

**Bethel Health Center Advisory Board (1): Debi Farr**; alternate: Robin Zygaitis  
Committee Leaders: Pat McGillivray and Amy Tidwell  
*Meetings occur 2 times per year (October and May), generally 1 hour, early evening*

**2012 Bond Committee (1): Greg Nelson, Dawnja Johnson, and Rich Cunningham**  
Committee Leaders: Pat McGillivray and Chris Parra  
*Meetings occur as needed (1-3 times total)*

**Long Term Facilities and Planning Committee: (1-3): Greg Nelson, Dawnja Johnson, and Rich Cunningham**;  
alternate: Paul Jorgensen  
Committee Leaders: Chris Parra, Pat McGillivray, and Simon Levear

**2020 Bond Committee (1-3): Robin Zygaitis, Debi Farr, and Rich Cunningham**; alternate: Paul Jorgensen  
Committee Leaders: Pat McGillivray and Chris Parra  
*Meetings occur as needed (1-3 times total)*

**School Resource Officer Committee (3): Greg Nelson, Alan Laisure, and Robin Zygaitis**  
Committee Leader: Tina Gutierrez-Schmich  
Committee details TBD

**ADJOURNMENT**

Chair Jorgensen adjourned the Work Session at 6:46 p.m.; the Regular Session Board meeting followed.

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Clerk – Chris Parra  
jcb

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Chair – Greg Nelson

**MINUTES**  
**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF DIRECTORS**  
**JULY 6, 2020**

The July 6, 2020 meeting of the Board of Directors was held virtually via Zoom.

**ATTENDANCE**

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

Absent: Dawnja Johnson

District staff, students, and community members identified: Superintendent Parra, Remie Calalang, Pat McGillivray, Kee Zublin, Tina Gutierrez-Schmich, Georgeann Harty, Amy Tidwell, Tasha Katsuda, Simon Levear, Sherine Forrest, Nathan Bridgens, Dan Hedberg, Jennifer Booth, Meghan Hollis, Relée Davis, Corrie Sizemore, Susan Gallagher, Brittany Dorris, Rachel Hsieh, Charissa Cannon, Judy Tacchini, Robin Hanson, Kristi Oster, Curt Nordling, Carolyn Jenkins, Register Guard Reporter Jordyn Brown, and Jill Busby

**CALL TO ORDER**

Following the Work Session, Chair Jorgensen called the July 6, 2020 meeting of the Board of Directors to order at 6:58 p.m.

**ELECTION OF OFFICERS**

Chair Jorgensen opened nominations for the position of Board Chair. Debi Farr nominated Greg Nelson; Alan Laisure seconded. Hearing no further nominations, Chair Jorgensen closed nominations and asked for a roll call vote. Greg Nelson was declared Board Chair by a unanimous vote of all Board members present.

Greg Nelson assumed the duties of Board Chair and opened nominations for the position of Vice Chair. Rich Cunningham nominated Alan Laisure; Paul Jorgensen seconded. Hearing no further nominations, Chair Nelson closed nominations and asked for a roll call vote. Alan Laisure was declared Vice Chair by a unanimous vote of all Board members present.

**ACTION ON MINUTES**

Chair Nelson presented the Minutes from the 2020-2021 Budget Hearing/June 22, 2020 Board Meeting, and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

**ODE/OHA REOPENING GUIDANCE, DISTRICT STAFF TEAM**

Superintendent Parra reviewed reopening guiding principles and components of Operational Blueprints which will be required for each school. Operational Blueprints for each Bethel school will be presented to the Board at the August 10<sup>th</sup> Board meeting and are required to be submitted to Oregon Department of Education prior to August 15<sup>th</sup>. Curriculum Directors Tasha Katsuda and Kee Zublin provided an overview of two instructional models being considered for reentry into schools this fall: a hybrid model and a comprehensive distance learning model. Irving Principal Nathan Bridgens, District Nurse Sherine Forrest, Assistant Special Services Director Georgeann Harty, Human Resources Director Remie Calalang, Willamette High School Principal Dan Hedberg, and Special Services Director Amy Tidwell presented required health and safety protocols related to all aspects of the operation of the District for reentry into school buildings fall 2020. Equity Director Tina Gutierrez-Schmich shared outreach plans for feedback from staff, students, and families related to the reentry plans. District staff answered questions from the Board throughout the presentation.

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**BOND RECOMMENDATIONS**

Superintendent Parra reviewed the process used by the Long Range Facilities Planning Committee during a recent meeting to prioritize potential bond projects and make recommendations to the Board which would not increase the tax levy rate. The District has moved forward with a professional polling survey for the Board to review and determine whether to proceed with a bond measure in the November 3<sup>rd</sup> general election. Community Relations Director Pat McGillivray shared the timeline for the professional survey. To meet the Lane County Elections filing deadline on August 15<sup>th</sup>, the Board will consider a resolution to approve a bond at the August 10<sup>th</sup> Board meeting.

**SUPERINTENDENT'S REPORT**

**Legislative and School Finance Update**

Superintendent Parra provided updates on the State School Fund allocation, Student Success Act funding, Measure 98 funding, and the CARES Act allocation for Oregon. In addition, Superintendent Parra reported on education related bills that were before the legislature during the special session, including SB 1603 which would create a universal cell phone tax to fund broadband connectivity in rural areas, and a proposal to enact liability protection related to COVID-19 for school districts and businesses.

**SUPERINTENDENT CONTRACT**

Director Jorgensen and Chair Nelson reviewed Superintendent Parra's 2020-2023 contract and shared that if Superintendent Parra considers retirement at some point in the future, the Board could choose to rehire her. SB 1049 will allow for an eligible retired employee to be rehired until 2025 without a limit on hours. Human Resources Director Remie Calalang described the process used to determine competitive salaries and the Board discussed Superintendent Parra's request for a salary freeze during fiscal year 2020-21.

**DELEGATIONS AND VISITORS**

The following public comments were submitted for this meeting via email by 4:00pm on Tuesday, July 7, 2020. The Board was provided with additional emails received by community members and Eugene Stand Up regarding law enforcement in schools.

Relée Davis  
1265 East 30<sup>th</sup> Avenue  
Eugene, Oregon

Bethel Teacher Relée Davis submitted written public comment requesting the Board to reconsider the Bethel policy/administrative rule that includes the requirement for individuals to share their personal address when submitting public comment at Board meetings. This requirement has the potential to cause real or perceived danger, decreases access and engagement, and further ensures that the status quo is sustained.

Ashley Wright  
1350 Charnelton Street  
Eugene, Oregon

Ashley Wright submitted written public comment in support of removing police officers from schools.

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Curt Nordling  
1875 Praslin Street  
Eugene, Oregon

Bethel Teacher Curt Nordling submitted written public comment advocating for the Board to remove the requirement in Bethel policy and administrative rule BDDH for individuals to state their personal address when submitting public comment during a Board meeting. This requirement is a form of viewpoint discrimination which violates First Amendment rights.

Richard and Charlotte Winters  
845 Louis Street  
Eugene, Oregon

Richard and Charlotte Winters submitted written public comment supporting School Resource Officers in Bethel schools.

Tara Roddy  
2165 Tyler Street  
Eugene, Oregon

Bethel Counselor Tara Roddy submitted written public comment that included suggestions for the Board if the contract with Eugene Police Department for a School Resource Officer is maintained or if it is terminated.

**CONSENT AGENDA**

**Resolution No. 1**

**Motion:** Paul Jorgensen moved, Debi Farr seconded, to approve the Consent Agenda, Resolution No. 1, as revised. The Board discussed revisions to Resolution No. 1 and the possibility of an additional Board meeting prior to August 10<sup>th</sup>.

1. Appoints the following personnel to the positions indicated for the 2020-21 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 2020-21 fiscal year;
3. Re-adopts, in accordance with ORS 294.135, the attached Investment Policy for the fiscal year beginning July 1, 2020;
4. Designates PACE Legal; Luvaas Cobb, Attorneys at Law; The Hungerford Law Firm; Graham M. Hicks, Attorney; and Garrett Hemann Robertson P.C. as attorneys for the District during the 2020-21 school year;
5. Designates the firm of Grove, Mueller, Swank, P.C. as auditors for the 2020-21 school year;

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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 2020-21 school year;
7. Adopts the Board Meeting Calendar for the 2020-21 school year:

July 6, 2020	October 12 and 26, 2020	January 11 and 25, 2021	April 12 and 26, 2021
August 10, 2020	November 9, 2020	February 8 and 22, 2021	May 10, 2021
September 14 and 28, 2020	December 14, 2020	March 8, 2021	June 14 and 28, 2021
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 2020-21;
9. Authorizes the Superintendent to submit the Title I-A, Title II-A, Title III, and Title II-D, Applications for the 2020-21 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 2020-21 calendar year (October 1 through October 1); and,
11. Approves the following Alternative Education Programs for 2020-21:

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.



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- 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.	Blackhorn, Hobie	Hire for 2020-21	Offer 1 <sup>st</sup> Year Probationary Administrator Contract for Assistant Principal, Shasta; Replaces: Evan Rindy; Education: B.S./UO, M.Ed. Special Education, Middle-Secondary/UO; Administrator Licensure/UO; Ph.D, Special Education/UO (2020); Experience: TOSA, Springfield Public Schools, 4 years; Dept. Chair/Resource Teacher, Red Mesa High School, Red Mesa, AZ, 3 years; Lead Teacher, Community Transition Program, Springfield Public Schools, 4 years; Start Date: 8/3/2020.
2.	Brookshear, Amanda	Hire for 2020-21	Offer 3rd Year Probationary Contract for Additional .25 FTE School Counselor @ Shasta; Total: 1.0 FTE.
3.	Dilworth, Stacy	Resignation	Accept resignation effective immediately; Position Held: Title Teacher @ Irving; 2 years at Bethel.
4.	Koch, Jason	Resignation	Accept resignation effective at the end of the 2019-20 school year; Position Held: 8 <sup>th</sup> Grade Math/Science Teacher @ Prairie Mountain; 1 year at Bethel.

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5.	Plaunty, Amber	Resignation	Accept resignation effective August 28, 2020; Position Held: Speech-Language Pathologist @ Willamette and Cascade; 7 years at Bethel.
6.	Shanks, Nicholas	Hire for 2020-21	Offer 1 <sup>st</sup> Year Probationary Contract for 1.0 FTE PE/Health Teacher @ Willamette; Replaces: Alison Booth; Start Date: 8/31/2020.
7.	Williams-Condor, Daniela	Leave of Absence	Approve .83 FTE Miscellaneous Leave of Absence for the 2020-21 school year; Position: Spanish Teacher @ Willamette.
8.	Wolf, Zach	Temporary Hire for 2020-21	Offer Temporary Contract for 1.0 FTE PE/Health Teacher @ Willamette; Start Date: 8/31/2020.

**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);

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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

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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:

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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**

	Maximum Percent of <u>Portfolio *</u>
1. <u>Diversification by Instrument</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

**END OF RESOLUTION 1: CONSENT AGENDA**

**Motion Passed, 6-0**

**Absent:** Dawnja Johnson

**ACTION ITEMS**

**Resolution No. 2 – Adopt Policy EBC/EBCA**

**Motion:** Rich Cunningham moved, Robin Zygaitis seconded, to adopt the following policy:

**EBC/EBCA** Emergency Procedures and Disaster Plans

**Motion Passed, 6-0**

**Absent:** Dawnja Johnson

**Resolution No. 3 – Approve School Meal Price Increases**

**Motion:** Debi Farr moved, Paul Jorgensen seconded, to approve increasing meal prices by \$0.10 for elementary, middle, and high school grade levels. The Board discussed the federal mandate that requires the increase in meal prices and Director Farr clarified that this increase does not impact free and reduced meal status.

**Motion Passed, 6-0**

**Absent:** Dawnja Johnson

**Resolution No. 4 – Approve 2020-2023 Superintendent Contract**

**Motion:** Paul Jorgensen moved, Alan Laisure seconded, to approve the contract for Superintendent Parra, beginning July 1, 2020, through June 30, 2023, as presented and discussed during the Board meeting.

**Motion Passed, 6-0**

**Absent:** Dawnja Johnson

**INFORMATION AND DISCUSSION**

- A. NSBA Annual Conference, April 10-12, New Orleans. The Board discussed the cancellation of OSBA's Annual Convention in November and transferring airline tickets from the 2020 NSBA event to the NSBA Annual Conference currently scheduled for April 2021.

**MINUTES**  
**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF DIRECTORS**  
**JULY 6, 2020**

**BOARD ACTIVITY UPDATE**

None

**REVIEW OF NEXT MEETING: MONDAY, AUGUST 10, 2020**

- A. Review Operational Blueprints for Reentry
- B. Legislative & School Finance Update
- C. 2020-2021 Board Priorities/Goals Discussion
- D. Bond Decision
- E. Board Policies Up for Periodic Review

**ADJOURNMENT**

There being no further business to bring before the Board, Chair Nelson adjourned the meeting at 8:57 p.m.

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Clerk – Chris Parra

*jcb*

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Chair – Greg Nelson

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Bethel School District GENERAL FUND  
 Revenue and Expenditure Summary/Projection (unaudited)  
 Fiscal Year 2019/2020

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

	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Preliminary	Preliminary		
	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020	June 2020	2019/2020	2019/2020	Budget
<b>REVENUES</b>																
<b>LOCAL SOURCES:</b>																
Current year's levy* R1111	0	0	17,955	15,075	9,940,149	5,306,765	185,547	98,210	321,940	48,523	80,532	353,547	353,547	16,368,242	16,464,599	(96,357)
Prior years' taxes* R1112 & 1190 & 1200	0	0	22,900	19,239	68,567	25,608	21,652	16,780	-843	13,263	24,044	73,491	73,491	284,699	58,000	226,699
Tuition from other Districts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Investment earnings R1510	39,643	44,482	43,766	41,010	35,436	57,939	57,654	51,219	57,379	37,938	33,527	18,563	18,563	518,557	300,000	218,557
Misc. local sources R1910 & R1940 & R1960 & R1970	387	46,780	10,835	60,627	5,356	1,237	52	2,531	18,538	1,988	3,612	27,818	27,818	179,761	123,800	55,961
Subtotal	40,030	91,263	95,456	135,951	10,049,507	5,391,549	264,904	168,740	397,014	101,712	141,716	473,418	473,418	17,351,259	16,946,399	404,860
<b>INTERMEDIATE SOURCES:</b>																
County School Fund* R2101	0	0	0	0	0	0	0	0	0	0	0	207,612	207,612	207,612	60,000	147,612
Subtotal	0	0	0	0	0	0	0	0	0	0	0	207,612	207,612	207,612	60,000	147,612
<b>STATE SOURCES:</b>																
SSF- Current Year R3101	6,834,180	3,415,032	3,415,032	3,415,032	3,420,615	3,420,615	3,403,867	3,404,277	3,404,277	3,291,124	3,387,921	-25,028	-25,028	40,786,945	41,140,561	(353,616)
Common School Fund* R3103	0	0	0	0	0	0	0	0	293,186	0	0	293,187	293,187	586,373	528,769	57,603
High Cost Disability	0	0	0	0	0	0	0	0	0	0	81,160	0	0	81,160	18,000	63,160
Other State Funds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Subtotal	6,834,180	3,415,032	3,415,032	3,415,032	3,420,615	3,420,615	3,403,867	3,404,277	3,697,463	3,291,124	3,469,081	268,159	268,159	41,454,477	41,687,330	(232,854)
<b>FEDERAL SOURCES:</b>																
Other Federal Grants 4700	0	0	0	0	5,137	0	0	0	0	0	0	47,975	47,975	53,113	0	53,113
Federal Forest Fees* R4801	0	0	0	0	0	0	0	0	0	0	0	207,817	207,817	207,817	50,000	157,817
Subtotal	0	0	0	0	5,137	0	0	0	0	0	0	255,793	255,793	260,930	50,000	210,930
<b>OTHER RESOURCES:</b>																
Interfund Transfers In R5200	0	0	86,000	0	0	0	0	0	0	0	0	0	0	86,000	108,000	(22,000)
Sale of or Comp for loss of asset	0	0	79,567	490	0	0	0	0	0	67,303	0	0	0	147,359	0	147,359
Beginning fund balance R5400	10,182,493	0	0	0	0	0	0	0	0	0	0	0	0	10,182,493	9,300,000	882,493
Subtotal	10,182,493	0	165,567	490	0	0	0	0	0	67,303	0	0	0	10,415,852	9,408,000	1,007,852
<b>Total, monthly revenues</b>	<b>17,056,703</b>	<b>3,506,295</b>	<b>3,676,054</b>	<b>3,551,473</b>	<b>13,475,259</b>	<b>8,812,163</b>	<b>3,668,771</b>	<b>3,573,018</b>	<b>4,094,477</b>	<b>3,460,139</b>	<b>3,610,796</b>	<b>1,204,981</b>	<b>69,690,129</b>	<b>68,151,729</b>	<b>1,538,400</b>	
<b>EXPENDITURES</b>																
Salaries- 100	344,673	623,111	2,494,497	2,548,494	2,656,905	2,565,107	2,532,461	2,617,585	2,613,399	2,526,648	2,475,084	5,693,907	5,693,907	29,691,870	30,040,216	(348,345)
Employee benefits- 200	287,963	429,896	1,687,589	1,783,165	1,914,457	1,791,460	1,808,811	1,824,728	1,832,539	1,826,781	1,818,497	4,315,465	4,315,465	21,321,350	22,131,845	(810,495)
Purchased services- 300	202,963	341,017	197,695	465,426	427,200	488,267	472,293	570,050	421,565	478,337	302,124	761,000	761,000	5,127,937	5,713,206	(585,269)
Supplies- 400	91,048	67,065	70,460	122,543	94,060	99,486	63,227	58,775	87,980	56,205	32,379	88,035	88,035	931,262	1,056,480	(125,218)
Capital outlay- 500	0	11,631	0	0	0	80,603	0	1,896	1,462	76,194	1,343	0	0	173,129	132,000	41,129
Insurance/Dues/Other- 600	417,967	19,872	359	11,371	835	6,573	2,981	957	2,266	875	1,895	227	227	466,177	477,545	(11,368)
Interfund Transfers	120,000	0	0	0	0	0	0	0	0	0	64,000	185,307	185,307	369,307	537,973	(168,666)
Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,084,213	
<b>Total, monthly expend.</b>	<b>1,464,615</b>	<b>1,492,591</b>	<b>4,450,599</b>	<b>4,930,998</b>	<b>5,093,457</b>	<b>5,031,495</b>	<b>4,879,773</b>	<b>5,073,991</b>	<b>4,959,213</b>	<b>4,965,040</b>	<b>4,695,321</b>	<b>11,043,941</b>	<b>58,081,033</b>	<b>67,173,478</b>	<b>(2,008,232)</b>	
<b>Month-end Fund Balance</b>	<b>15,592,088</b>	<b>17,605,792</b>	<b>16,831,248</b>	<b>15,451,722</b>	<b>23,833,524</b>	<b>27,614,193</b>	<b>26,403,191</b>	<b>24,902,218</b>	<b>24,037,482</b>	<b>22,532,582</b>	<b>21,448,057</b>	<b>11,609,097</b>	<b>11,609,097</b>	<b>978,252</b>		

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BETHEL SCHOOL DISTRICT #52  
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Public Comment at Board Meetings**

Policy Number: **BDDH** Effective Date: **9/2020**

Date of Original Policy and Revisions: **N/A**

Cancels Policy No.: **KLD** Dated: **6/90, 6/92, 9/95, 5/00, 10/08, 4/14, 1/18**

Date of Next Review: **9/2023**

**POLICY**

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites district community members and staff to attend Board meetings to become acquainted with the program and operation of the district. Members of the public are also encouraged to share their ideas and opinions with the Board when appropriate.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids<sup>1</sup> and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, an alternative, equally effective means of communication will be used.

**Audience**

During a session of a Board meeting open to the public, members of the public may be invited to present comments during the designated portion of the agenda.

**Procedures for Public Comment at Meetings**

The Board will establish procedures for public comment in open meetings. The purpose of these procedures will be to inform the public how to effectively participate in Board meetings for the best interests of the individual, the district and the patrons. The information will be easily accessible and available to all patrons attending a public Board meeting.

Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the Board chair.

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<sup>1</sup>Auxiliary aids may include, but are not limited to, such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Braille materials and large print.

BETHEL SCHOOL DISTRICT #52  
BOARD OF EDUCATION POLICY STATEMENT

1. A visitor speaking during the meeting may introduce a topic not on the published agenda. The Board, at its discretion, may require that a proposal, inquiry or request be submitted in writing, and reserves the right to refer the matter to the administration for action or study.
2. Any person who is invited by the Board chair to speak to the Board during a meeting should state his/her name and address whether they are a resident of the Bethel community, and, if speaking for an organization, the name and identity of the organization. A spokesperson should be designated to represent a group with a common purpose.
3. Statements by members of the public should be brief and concise. The Board chair may use discretion to establish a total time limit on all public discussion or oral presentation by visitors.
4. Questions requiring investigation may, at the discretion of the Board chair, be referred to the superintendent for response at a later time.
5. At the discretion of the Board chair, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing the Board secretary with a completed registration card or sign-in sheet, prior to the Board meeting in order to allow the chair to provide adequate time for each agenda item.

### **Petitions**

Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation.

### **Comments Regarding Staff Members and Students**

It is the policy of the Board of Directors to encourage citizens and employees to communicate directly with members of individual school staffs and with district-level personnel on matters related to the operation of district schools. The procedures below are subject to, and shall not deprive employees of, their rights and due process provided in the U.S. Constitution, the Oregon Constitution, Oregon Revised Statutes, and relevant collective bargaining agreements.

When commendations are received by the administration about specific schools or employees (i.e., teachers, administrators, other licensed staff, and all classified staff working for Bethel Public Schools), they will be shared with staff appropriately (e.g., personal contact, note, media release).

The Board will not hear public complaints about individual school personnel, or against any member of the school community, including retelling of events whereby individuals may be personally identifiable, regardless of whether names or positions are mentioned.

BETHEL SCHOOL DISTRICT #52  
BOARD OF EDUCATION POLICY STATEMENT

Speakers may offer objective criticism of district operations and programs. The Board chair will direct the visitor to the procedures in Board policy (KL - Public Complaints) for Board consideration of a legitimate complaint involving a staff member.

**REPORTS**

None

**ATTACHMENTS**

None

**END OF POLICY**

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**Legal Reference(s):**

[ORS 165.535](#)

[ORS 165.540](#)

[ORS 192.610 to -192.690](#)

[ORS 332.057](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2017); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).

Americans with Disabilities Act Amendments Act of 2008.

*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).

*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).

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**September 14, 2020**

**RESOLUTION NO. 20-21: 8**

**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.	Alvarez, Adriana	Temporary Hire for 2020-21	Offer Temporary Contract for 1.0 FTE 5 <sup>th</sup> – 8 <sup>th</sup> Grade English Language Development Teacher @ Prairie Mountain; Replaces: Kimberly DeGifis; Start Date: 8/31/2020.
2.	Bond, Kristin	Hire for 2020-21	Offer 2 <sup>nd</sup> Year Probationary Contract for .5 FTE Music Teacher @ Danebo; Start Date: 8/31/2020.
3.	Corona, Jonathan	Hire for 2020-21	Offer 1 <sup>st</sup> Year Probationary Contract for .5 FTE Music Teacher @ Prairie Mountain; Start Date: 8/31/2020.
4.	Courogen, Deanna	Temporary Hire for 2020-21	Offer Temporary Contract for .5 FTE to job share with Briana Young; Position: 1 <sup>st</sup> Grade Teacher @ Irving; Start date: 8/31/2020.
5.	DeGifis, Kimberly	Resignation	Accept resignation effective September 1, 2020; Position Held: 5 <sup>th</sup> -8 <sup>th</sup> Grade English Language Development Teacher @ Prairie Mountain; 1+ years at Bethel.
6.	García, Olivia	Temporary Hire for 2020-21	Offer Temporary Contract for 1.0 FTE 3 <sup>rd</sup> Grade Teacher @ Malabon; Replaces: Elise Kampfer; Start Date: 8/31/2020.
7.	Greenlaw, Jennifer	Hire for 2020-21	Offer 1 <sup>st</sup> Year Probationary Contract for 1.0 FTE Speech Language Pathologist @ Malabon; Replaces: Rachel Davidson; Start Date: 8/31/2020.
8.	Jesiah, Judy	Temporary Hire for 2020-21	Offer Temporary Contract for .67 FTE Science Teacher @ Shasta; Start Date: 8/31/2020.
9.	Kampfer, Elise	Leave of Absence	Approve 1.0 FTE Miscellaneous Leave of Absence for the 2020-21 school year; Position: 3 <sup>rd</sup> Grade Teacher @ Malabon.
10.	Lasley, Justin	Resignation	Accept resignation effective August 28, 2020; Position Held: Music Teacher @ Prairie Mountain; 3 years at Bethel.

11.	Ledbetter, Alex	Hire for 2020-21	Offer 1 <sup>st</sup> Year Probationary Contract for 1.0 FTE Speech Language Pathologist @ Willamette/Cascade; Replaces: Amber Plaunty; Start Date: 8/31/2020.
12.	McCullough, Justin	Additional Hours for 2020-21	Offer 2 <sup>nd</sup> Year Probationary Contract for Additional .5 FTE CTE Metals Industry & Engineering Teacher @ Willamette; Replaces: Terry Harrison; Total: 1.0 FTE.
13.	Page, Ashley	Resignation	Accept resignation effective immediately; Position: .5 FTE Kindergarten job share with McKenzie Bryant @ Prairie Mountain.
14.	Walker, Tana	Leave of Absence	Approve .5 FTE Miscellaneous Leave of Absence for the 2020-21 school year; Position: English Teacher @ Willamette.
15.	Watkins, Will	Hire for 2020-21	Offer 1 <sup>st</sup> Year Probationary Contract for 1.0 FTE Resource Teacher @ Shasta; Replaces: Andrew White; Start Date: 8/31/2020.
16.	Wicks, Stacie	Additional Hours for 2020-21	Offer Contract for Additional .25 FTE Music Teacher @ Fairfield; Total: 1.0 FTE.
17.	Young, Briana	Job Share	Approve job share with Deanna Courogen for the 2020-21 school year; Position: 1 <sup>st</sup> Grade Teacher @ Irving.

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

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

\_\_\_\_\_  
**Chair – Greg Nelson**

**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				
Robin Zygaitis				





**September 14, 2020**

**RESOLUTION NO. 20-21: 9**

**BE IT RESOLVED**, That the Board of Directors, School District No. 52, Lane County, hereby open the following grade-level bands to out-of-district students in 2020-2021 under the provisions of House Bill 3681 and Bethel Board Policy JECB.

The following grade-level bands are open to out-of-district students in 2020-21:

Grade-Level Band	Schools open to new out-of-district students for 2020-21	Grade-level bands open to new out-of-district students for 2020-21
<b>Elementary Level (K-5<sup>th</sup> Grade)</b>	Clear Lake Elementary School Danebo Elementary School Irving Elementary School Malabon Elementary School Prairie Mountain School	At kindergarten through 5 <sup>th</sup> grade Bethel will open its enrollment to new out-of-district students through this process to a maximum of <b>90 students</b> .
<b>Middle Level (6<sup>th</sup>-8<sup>th</sup> Grade)</b>	Cascade Middle School Shasta Middle School	At 6 <sup>th</sup> through 8 <sup>th</sup> grade Bethel will open its enrollment to new out-of-district students through this process to a maximum of <b>45 students</b> .
<b>High School Level (9<sup>th</sup>-12<sup>th</sup> Grade)</b>	Willamette High School	At 9 <sup>th</sup> and 10 <sup>th</sup> grade Bethel will open its enrollment to new out-of-district students through this process to a maximum of <b>50 students</b> .

This resolution allows for the enrollment of additional students at most grade levels in Bethel School District. Actual enrollment of additional students at each grade level and school will vary based on the latest projected enrollment and space available.

In addition, a cap on the number of students transferring out of the district is set at 150 in 2020-21 under the provisions of Bethel Board Policy JECB.

ATTEST \_\_\_\_\_

**Clerk – Chris Parra**

\_\_\_\_\_

**Chair – Greg Nelson**

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				