



**BETHEL BUDGET COMMITTEE MEETING**

Hybrid Meeting hosted from the District Office - 4640 Barger Drive  
Monday, May 9, 2022  
5:00 p.m. Budget Committee Orientation  
6:30 p.m. Regular Budget Committee Meeting

Zoom information will be posted on Bethel School District’s website by noon on Monday, May 9, 2022

Join Zoom Webinar:

<https://bethel-k12-or-us.zoom.us/j/85128616794?pwd=b2ttTERnR1o3ei9TMzVJNmhqMUJDUT09>

Passcode: 879189

Or

Phone number to listen: 1 253 215 8782

Webinar ID: 851 2861 6794

Passcode: 879189

**AGENDA**

1. **Call to Order** ..... **Debi Farr, Chair**
  
2. **Election of Budget Officers**
  - Chair
  - Vice Chair
  - Appoint Secretary, Connie Quinn
  
3. **Presentation of Budget Document/Budget Message** - *Kraig Sproles, Superintendent*
  
4. **Budget Committee Discussion Regarding the Budget Document/Budget Message**
  
5. **Delegations and Visitors** - Public comment will be taken either in-person, via Zoom Webinar, or in writing and will be limited to three minutes per person. To sign up for public comment via Zoom Webinar, please complete [this form](#) by noon the day of the Budget Committee Meeting. Written comments can be submitted to [publiccomment@bethel.k12.or.us](mailto:publiccomment@bethel.k12.or.us). Budget Committee members will have access to written public comments submitted by noon the day of the Budget Committee Meeting.
  
6. **Review Budget Calendar and Next Meeting Date**

5:30 p.m. Thursday, May 12, District Office
  
7. **Adjournment**

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### **BETHEL SCHOOL BOARD MEETING**

Hybrid Meeting hosted from the District Office – 4640 Barger Drive

Monday, May 9, 2022

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

*Zoom information will be posted on Bethel School District's website by noon on Monday, May 9, 2022*

Join Zoom Webinar:

<https://bethel-k12-or-us.zoom.us/j/86272212371?pwd=UGl3Ynl5bHdFcUjtT0gwRWVjK25kZz09>

Passcode: 007895

Or

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

Webinar ID: 862 7221 2371

Passcode: 007895

### **AGENDA**

**1. Call to Order**

**Debi Farr, Chair**

**2. Pledge of Allegiance**

**3. Approval of Minutes**

**4. Delegations and Visitors**

Public comment will be taken either in-person, via Zoom Webinar, or in writing and will be limited to thirty minutes. To sign up for public comment via Zoom Webinar, please complete [this form](#) by noon the day of the Board Meeting. Written comments can be submitted to [publiccomment@bethel.k12.or.us](mailto:publiccomment@bethel.k12.or.us). Board members will have access to written public comments submitted by noon the day of the Board Meeting.

**5. Superintendent's Report**

A. Bond Projects Update: Pat Bradshaw and Pat McGillivray

B. Financial Statement: Simon Levear

C. Review July Work Session, Regular Board Meeting, and Board Retreat Dates

a. Work Session – To be determined

b. Regular Board Meeting – To be determined, immediately following the Work Session

c. Board Retreat – To be determined

D. Superintendent's Update

E. Policy Update, 1<sup>st</sup> Reading

a. EFA – Local Wellness Program – *No changes*

b. EFAA – District Nutrition and Food Services – *No changes*

F. Policy Update, 2<sup>nd</sup> Reading

a. GCDA – Criminal Records Checks and Fingerprinting – *Updated to reflect new language*

G.

**BETHEL SCHOOL DISTRICT #52**

**BOARD OF DIRECTORS**

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**6. Consent Agenda**

Personnel Action

Resolution No. 51

**7. Action Items**

A. Adopt Policies: EFA, EFAA, and KGC/GBK

Resolution No. 52

B. Adopt 2022-2023 Academic Calendar

Resolution No. 53

C. Authorize Superintendent Sproles to approve bond project contracts

Resolution No. 54

D.

**8. Information and Discussion**

A. OSBA 2022 Summer Board Conference, July 8-10, Riverhouse, Bend, in person or virtual

B.

**9. Board Activity Update**

A.

**10. Review of Upcoming Meetings:**

**Thursday, May 12, 2022, at 5:30 p.m.**

Budget Committee Meeting

**Thursday, May 19, 2022, at 6:30 p.m.**

Alternative date for Budget Committee Meeting, *if needed*

**Monday, June 13, 2022, at 6:30 p.m.**

A. Financial Statement, Simon Levear

B. Legislative & School Finance Update

C. Board Policies Up for Periodic Review

D.

**11. Adjournment**

**MINUTES**  
**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF DIRECTORS**  
**APRIL 11, 2022**

The April 11, 2022 meeting of the Board of Directors was held in person and was remotely accessible via Zoom Webinar.

**ATTENDANCE**

Board Members: Greg Nelson, Caleb Clark, Paul Jorgensen, Robin Zygaitis, Vice Chair, Rich Cunningham (facilitator), and Chair, Debi Farr

Absent: Ashley Espinoza

Superintendent Sproles and Chair Farr joined the meeting via Zoom Webinar.

District staff and presenters: Assistant Superintendent Calalang (facilitator), Superintendent Sproles, Simon Levear, Alisha Dodds, and Jill Busby

**CALL TO ORDER**

Vice Chair Cunningham called the April 11, 2022 meeting of the Board of Directors to order at 6:34 p.m.

**PLEDGE OF ALLEGIANCE**

Director Jorgensen led the Pledge of Allegiance.

The Board observed a moment of silence for those directly impacted by COVID-19.

**ACTION ON MINUTES**

Vice Chair Cunningham presented the Minutes from the March 14, 2022 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

**STUDENT REPRESENTATIVE REPORTS, KHS AND WHS**

KHS Student Representative Report: Stephen Kinkaid

Stephen arrived at approximately 6:56 p.m. during the Superintendent's Report. Stephen shared that students and staff at Kalapuya are preparing for the upcoming plant sale which will take place at the school from 9:00 a.m. to 2:00 p.m. on Saturday, May 7<sup>th</sup>. Stephen reported on a construction elective that will be offered where students will build additional raised garden beds at the Bethel Farm and stated that he will provide additional information on other elective course offerings at the next Board meeting. Stephen also noted that students are able to use wood that is available in the barn for woodworking projects.

The Board thanked Stephen for his participation as Student Representative.

**DELEGATIONS AND VISITORS**

None

**SUPERINTENDENT'S REPORT**

2022-2023 Academic Calendar, 1<sup>st</sup> Reading: Alisha Dodds

The first reading of the 2022-2023 academic calendar was postponed.

**MINUTES**  
**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF DIRECTORS**  
**APRIL 11, 2022**

Financial Statement: Simon Levear

Business Services Director Simon Levear reviewed the March 2022 financial statement showing an estimated Ending Fund Balance of \$8,748,045.

Superintendent’s Update

Superintendent Sproles provided an overview of a recent student-focused retreat where District administrative and teaching staff gathered to strategically plan to support Bethel students as the pandemic transitions. Superintendent Sproles described why the work is necessary and shared action plans for the remainder of the 2021-22 school year in the following focal areas: student well-being, early literacy, middle school math, and high school supports. The District’s efforts in the next few weeks and months will lay the groundwork for a more comprehensive plan in the years ahead.

Superintendent Sproles noted that the District is welcoming volunteers back into Bethel schools.

**CONSENT AGENDA**

**Resolution No. 47 – Personnel Action**

**Motion:** Greg Nelson moved, Caleb Clark seconded, to approve the Revised Consent Agenda as specified below.

#	Name	Type	Description
1.	Kindle, Shaelyn	Temporary Hire for 2021-22	Offer Temporary Contract for 1.0 FTE Resource Teacher @Clear Lake; Replaces: Malena Simmons; Start date: 4/6/2022.
2.	Terrall, Tracy	Hire for 2022-23	Offer 1 <sup>st</sup> Year Probationary Contract for 1.0 FTE Speech Language Pathologist @Willamette; Replaces: Alex Ledbetter; Start Date: 8/29/2022.
3.	Versteeg, Shelby	Resignation	Accept Resignation effective at the end of the 2021-22 school year; Position Held: Science Teacher @Shasta; 2 years at Bethel.
4.	Aumack, Stefan	Leave of Absence	Approve 1.0 FTE Miscellaneous Leave of Absence for 2022-23 from August 1, 2022 through February 18, 2023; approve .5 FTE Miscellaneous Leave of Absence for 2022-23 from February 20, 2023 through the end of the 2022-23 school year; Position: Principal @Kalapuya.

**Motion Passed, 6-0**

**Absent:** Ashley Espinoza

**MINUTES**  
**BETHEL SCHOOL DISTRICT #52**  
**BOARD OF DIRECTORS**  
**APRIL 11, 2022**

**ACTION ITEMS**

**Resolution No. 48 – Adopt Policies/AR: GCBDB/GDBDB, GBEBA, GBEDA, and GBEDA-AR**

**Motion:** Debi Farr moved, Robin Zygaitis seconded, to adopt the following Board Policies and Administrative Rule:

GCBDB/GDBDB – Early Return to Work

GBEBA – Staff – HIV, AIDS, and HBV

GBEDA – Drug and Alcohol Testing and Record Query – Transportation Personnel

GBEDA-AR – Drug and Alcohol Testing and Record Query – Transportation Personnel

**Motion Passed, 6-0**

**Absent:** Ashley Espinoza

**INFORMATION AND DISCUSSION**

A. OSBA 2022 Summer Board Conference, July 8-10, Riverhouse, Bend, in person or virtual

**BOARD ACTIVITY UPDATE**

A. NSBA Conference Report: The Board shared positive feedback regarding sessions they attended at the conference.

**REVIEW OF NEXT MEETING: MONDAY, APRIL 25, 2022**

A. Student Representative Reports, KHS and WHS

B. Superintendent’s Update

C. Board Policies Up for Periodic Review

**ADJOURNMENT**

There being no further business to bring before the Board, Vice Chair Cunningham adjourned the meeting at 7:17 p.m.

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Clerk – Kraig Sproles

*jcb*

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Chair – Debi Farr

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Bethel School District GENERAL FUND  
 Revenue and Expenditure Summary/Projection (unaudited)  
 Fiscal Year 2021/2022

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

	Prior Months	Current Month	Future Months	Preliminary		
	Actuals	Priliminary	Projected	2021-2022	2021-2022	Budget
		April 2022		Totals	ADOPTED BUDGE	Variance
<b>REVENUES</b>						
<b>LOCAL SOURCES:</b>						
Current year's levy* R1111	17,000,138	58,044	407,518	17,465,700	17,050,198	415,502
Prior years' taxes* R1112 & 1190 & 1200	160,531	15,672	16,230	192,433	56,000	136,433
Tuition from other Districts	0	0	0	0	0	0
Investment earnings R1510	89,367	14,018	27,143	130,528	200,000	(69,472)
Misc. local sources R1910 & R1940 & R19	210,644	6,410	8,651	225,705	146,000	79,705
Subtotal	17,460,680	94,143	459,542	18,014,365	17,452,198	562,167
<b>INTERMEDIATE SOURCES:</b>						
County School Fund* R2101	0	0	200,000	200,000	200,000	0
Heavy Equipment Tax	16,579	0	0	16,579	0	16,579
Subtotal	16,579	0	200,000	216,579	200,000	16,579
<b>STATE SOURCES:</b>						
SSF- Current Year R3101	34,279,054	3,350,831	3,460,760	41,090,644	42,001,869	(911,225)
Common School Fund* R3103	338,343	0	338,343	676,686	622,716	53,970
High Cost Disability	0	0	100,000	100,000	100,000	0
Other State Funds	3,653	0	0	3,653	0	3,653
Subtotal	34,621,050	3,350,831	3,899,103	41,870,984	42,724,585	(853,601)
<b>FEDERAL SOURCES:</b>						
Federal Grants 4500	0	0	0	0	0	0
Other Federal Grants 4700	0	0	0	0	0	0
Federal Forest Fees* R4801	0	0	215,000	215,000	215,000	0
Subtotal	0	0	215,000	215,000	215,000	0
<b>OTHER RESOURCES:</b>						
Interfund Transfers In R5200	50,000	0	0	50,000	0	50,000
Sale of or Comp for loss of asset	33,395	0	0	33,395	0	33,395
Beginning fund balance R5400	12,024,524	0	0	12,024,524	10,842,951	1,181,573
Subtotal	12,107,919	0	0	12,107,919	10,842,951	1,264,968
Total, monthly revenues				72,424,847	71,434,734	990,113
<b>EXPENDITURES</b>						
Salaries- 100	20,189,649	2,647,626	9,884,074	32,721,349	32,846,753	(125,403)
Employee benefits- 200	13,270,331	1,790,014	6,680,984	21,741,329	22,331,351	(590,023)
Purchased services- 300	3,145,579	438,989	1,662,525	5,247,093	5,987,792	(740,699)
Supplies- 400	985,743	60,287	238,806	1,284,835	1,321,185	(36,349)
Capital outlay- 500	0	13,406	0	13,406	20,000	(6,594)
Insurance/Dues/Other- 600	867,732	1,492	2,630	871,854	902,296	(30,442)
Interfund Transfers	1,093,696	0	629,596	1,723,292	1,831,688	(108,396)
Contingency	0	0	0	0	5,193,668	
Total, monthly expend.	39,552,730	4,951,814	19,098,615	63,603,159	70,434,733	(1,637,906)
<b>Month-end Fund Balance</b>				<b>8,821,688</b>	<b>1,000,001</b>	

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

Subject: **Local Wellness Program**

Policy Number: EFA Effective Date: 5/2022

Date of Original Policy and Revisions: 6/06, 1/09, 12/10, 1/14, 6/17

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

Date of Next Review: 5/2025

**POLICY**

The District is committed to the optimal development of every student and believes that a positive, safe and health-promoting learning environment is necessary for students to have the opportunity to achieve personal, academic, developmental and social success.

Healthy eating patterns and sufficient physical activity are essential for students to achieve academic potential, full physical and mental growth, and lifelong health and well-being. Children need access to healthful foods and opportunities to be physically active in order to grow, learn, and thrive.

Bethel School District is committed to reach, teach, and inspire the school community to adopt active lifestyles and healthful nutrition. The school environment will promote and protect children’s health, well-being, and ability to learn by supporting healthful eating and physical activity through the District Wellness Program and the District will comply with all federal and state mandated school nutrition standards.

To help ensure students possess the knowledge and skills necessary to make healthy choices for a lifetime, the superintendent shall prepare and implement a comprehensive district nutrition program consistent with state and federal requirements for districts sponsoring the National School Lunch Program (NSLP) and/or the School Breakfast Program (SBP). The program shall reflect the Board’s commitment to providing adequate time for instruction that fosters healthy eating through nutrition education and promotion, serving healthy and appealing foods at district schools, developing food-use guidelines for staff and establishing liaisons with nutrition service providers, as appropriate.

The input of staff (including, but not limited to, physical education and school health professionals), students, parents, the public, the Board, school administrators, representatives of the school food authority and public health professionals will be encouraged in the development of wellness policy. The Superintendent shall establish a Wellness Committee to advise the district in the development of the local wellness policy. The superintendent or designee will develop guidelines as necessary to implement the goals of the local wellness plan and ensure compliance of such policy.

**Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement**

**Implementation Plan**

The district shall develop and maintain a plan to manage and coordinate the implementation of this wellness policy.

The plan will:

1. Delineate roles, responsibilities, actions and timelines specific to each school;
2. Include information about who will be responsible to make what change, by how much, where and when;
3. Include specific goals and objectives for nutrition standards for all foods and beverages available on

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

- the school campus, and in food and beverage marketing; and
4. Include specific goals and objectives for nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness.  
In an effort to measure the implementation of this policy, the Board designates the District principals as the people who will be responsible for ensuring each school meets the goals outlined in this policy.

**Record Keeping**

The District will retain the following records to document compliance with the requirements of the wellness policy at the District's administrative offices:

5. The written wellness policy;
6. Documentation demonstrating that the policy has been made available to the public;
7. Documentation of efforts to review and update the local wellness policy, including an indication of who is involved in the update and the methods the district uses to make stakeholders aware of their ability to participate;
8. Documentation to demonstrate compliance with the annual public notification requirements;
9. The most recent assessment on the implementation of the local wellness policy;
10. Documentation demonstrating the most recent assessment on the implementation of the local wellness policy has been made available to the public.

**Annual Notification of Policy**

The district will make available to the public annually, an assessment of the implementation, including the extent to which the schools are in compliance with policy, how the policy compares to model policy and a description of the progress being made in attaining the goals of the policy. The district will make this information available through the district website. The District will also publicize the name and contact information of the district or school officials leading and coordinating the policy, as well as information on how the public can get involved with the local wellness policy.

**Triennial Progress Assessments**

At least once every three years, the district will evaluate compliance with the local wellness policy, to assess the implementation of the policy and produce a triennial progress report that will include:

1. The extent to which schools under the jurisdiction of the District are in compliance with the policy;
2. The extent to which the District's policy compares to model wellness policy; and
3. A description of the progress made in attaining the goals of the District's policy.

The District will actively notify households/families of the availability of the triennial progress report.

**Revisions and Updating the Policy**

The District will update or modify the local wellness policy based on the results of the triennial assessments and/or as District priorities change; community needs change; wellness goals are met; new health science, information and technology emerge; and new federal or state guidance or standards are issued. The local wellness policy will be assessed and updated as indicated at least every three years following the triennial assessment.

**Community Involvement, Outreach, and Communications**

The District will actively communicate ways in which the community can participate in the development, implementation and periodic review and update of the local wellness policy through a variety of means appropriate for the District. The District will also ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the District and individual schools are communicating important school information with parents.

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

**Nutrition Promotion and Nutrition Education**

Nutrition promotion and nutrition education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, by creating food environments that encourage healthy nutrition choices and by encouraging participation in school meal programs. Nutrition education topics shall be integrated with consistency throughout the school environment and within the sequential, comprehensive health education program taught at every grade level, prekindergarten through grade 12, and coordinated with the District's nutrition and food services. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by staff, teachers, parents, students and the community.

**School Meals**

All schools within the district participate in U.S. Department of Agriculture (USDA) child nutrition programs, administered through the Oregon Department of Education (ODE), including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), Fresh Fruit & Vegetable Program (FFVP), Summer Food Service Program (SFSP), and At Risk Supper programs. The District also operates additional nutrition-related programs and activities including Farm-to-School programs and school gardens.

**Staff Qualifications and Professional Development**

All school nutrition program staff, managers, and the program director will meet or exceed hiring and annual continuing education/training requirements in the USDA Professional Standards for Child Nutrition Professionals. A registered dietitian may be consulted for training, nutrient and menu analysis, and classroom outreach.

**Water**

Free, safe, unflavored, drinking water will be available to all students throughout the school day and throughout every school campus. The district will make drinking water available where school meals are served during mealtimes.

**Competitive Foods and Beverages**

All foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the nutrition standards set by the USDA and the Oregon Smart Snacks Standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

**Celebrations and Rewards**

All foods offered on the school campus are encouraged to meet the nutrition standards set by the USDA and the Oregon Smart Snacks Standards. This includes, but is not limited to, celebrations, parties, classroom snacks brought by parents, rewards and incentives.

**Fund Raising**

Foods and beverages that meet or exceed the nutrition standards set by the USDA and the Oregon Smart Snacks Standards may be sold through fund raisers on the school campus during the school day.

**Food and Beverage Marketing in Schools**

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the nutrition standards set by the USDA and the Oregon Smart Snacks Standards.

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

“Food and beverage marketing” is defined as advertising and other promotion in schools. Food and beverage marketing often includes an oral, written or graphic statement made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product.

**Physical Activity**

Physical activity should be included in the school’s daily education program for grades pre-K through 12 and include regular, instructional physical education, as well as co-curricular activities and recess.

The Board realizes that a quality physical education program is an essential component for all students to learn about and participate in physical activity. The District will develop and assess student performance standards in order to meet the ODE’s physical education content standards and state law.

**Employee Wellness**

The District encourages staff to pursue a healthy lifestyle that contributes to their improved health status, improved morale and a greater personal commitment to the school’s overall wellness program. Many actions and conditions that affect the health of staff may also influence the health and learning of students. The physical and mental health of staff is integral to promoting and protecting the health of students and helps foster their academic success.

The District will work with community partners to identify programs, services and/or resources to complement and enrich employee wellness endeavors.

**Other Activities that Promote Student Wellness**

The district will integrate wellness activities throughout the entire school environment districtwide, not just in the cafeterias, other food and beverage venues and physical activity facilities. The district will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicated and work toward the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes. Educational workshops, screenings and literature related to healthy food choices and physical activity may be offered to families.

**REPORTS**

None.

**ATTACHMENTS**

None.

**END OF POLICY**

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**REFERENCES / COMMENTS**

[Bethel Administrative Rule EFA: District Wellness Program](#)

**Legal Reference(s):**

[ORS 329.496](#)  
[ORS 332.107](#)  
[ORS 336.423](#)  
[OAR 581-051-0100](#)  
[OAR 581-051-0305](#)  
[OAR 581-051-0306](#)

**BETHEL SCHOOL DISTRICT #52**  
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[OAR 581-051-0310](#)

[OAR 581-051-0400](#)

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b.  
National School Lunch Program, 7 C.F.R. Part 210.  
School Breakfast Program, 7 C.F.R. Part 220.

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

Subject: **District Nutrition and Food Services**

Policy Number: **EFAA** Effective Date: **5/2022**

Date of Original Policy and Revisions: **6/13, 7/15, 12/18**

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

Date of Next Review: **5/2025**

The district may enter into an agreement with the Oregon Department of Education (ODE) to operate the National School Lunch Program (NSLP) and the Commodity Food Distribution Program (CFDP) by signing a permanent Sponsor-ODE Agreement entitling the district to receive reimbursement for all meals that meet program requirements and to earn USDA food entitlement based on the number of lunches served.

The permanent agreement shall be signed by the Superintendent or other school official with authority to obligate the district to legally binding contracts, subject to annual ODE renewal and will include, at the district's option, an agreement to operate the School Breakfast Program (SBP), Summer Food Service Program (SFSP), the Child and Adult Care Food Program (CACFP) and the Special Milk Program (SMP). The district recognizes that meals and snacks served by the district will not be eligible for reimbursement until the annual program update is received and approved by ODE.

The permanent Sponsor-ODE Agreement shall include assurances by the district that it will follow all Child Nutrition Program regulations for which the district is approved to operate:

1. Free and reduced price process (updated annually);
2. Financial management of the nonprofit school food service;
3. Civil rights and confidentiality procedures;
4. Meal Pattern and nutrition content of meals served;
5. Use and control of USDA foods;
6. Accuracy of reimbursement claims;
7. Food safety and sanitation inspections;
8. Nutrition standards for foods and beverages sold to students.

The Superintendent or designee will develop an administrative regulation as necessary to implement this policy and meet the requirements of state and federal law. The regulations will be reviewed and adopted by the Board as required by law.

END OF POLICY

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**Legal Reference(s):**

[ORS.327.520 - 327.535](#)

[ORS 336.423](#)

[OAR 581-022-1530\(2\)](#)

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

[OAR 581-051-0100](#)

[OAR 581-051-0305](#)

[OAR 581-051-0310](#)

[OAR 581-051-0400](#)

[Bethel Administrative Rule EFAA: District Nutrition and Food Services](#)

Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance, 7 C.F.R. Part 15b (2001).

U.S.D.A., ELIGIBILITY GUIDANCE FOR SCHOOL MEALS MANUAL

U.S.D.A., FNS INSTRUCTION 765-7 REV. 2: HANDLING LOST, STOLEN AND MISUSED MEAL

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. 1758, 1760

National School Lunch Program 7 C.F.R. Part 210

U.S.D.A. Instruction 113-1 Civil Rights

Donation of Foods for Use in the United States, Its Territories and Possessions and Areas Under its Jurisdiction, 7 C.F.R. Part 250

Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. 200.

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

Subject: Criminal Records Checks and Fingerprinting

Policy Number: GCDA/GDDA Effective Date: 6/2022

Date of Original Policy and Revisions: 4/94, 5/95, 2/00, 10/06, 1/09, 1/10, 1/12, 2/13, 1/14, 1/16, 12/17

Cancels Policy No.: GBO Dated: NA

Date of Next Review: 6/2025

**POLICY**

In a continuing effort to further ensure the safety and welfare of students and staff, the District shall require all newly hired full-time and part-time employees<sup>1</sup> not requiring licensure under Oregon Revised Statute (ORS) 342.223 to undergo submit to a criminal records check and/or fingerprinting as required by law. Other individuals, as determined by the District, that will have direct, unsupervised contact with students shall have submit to criminal records checks and/or fingerprinting as established by Board policy and as required by law.

“Direct, unsupervised contact with students” means contact with students that provides the person opportunity and probability for personal communication or touch when not under direct supervision.

As required by Pursuant to state law, a criminal records check and/or fingerprinting based criminal records checks shall be required of the following individual or individuals<sup>2</sup> (subject individuals and requirements are further outlined in GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting):

1. All District individuals employed as or by a contractors and/or their employees, whether employed part-time or full-time, and considered by the District to have direct, unsupervised access to contact with students;
2. All contractors and/or their employees who provide early childhood special education or early intervention services in accordance with rules established by the Oregon Department of Education, Child Care Division;
3. Any community college faculty member providing instruction at the site of an early childhood education program, or at a school site as part of an early childhood program, or at a grade K through 12 school site during the regular school day;
4. Any individual who is an employee of a public charter school and not requiring licensure under ORS 342.223; and
5. Any individual considered for volunteer service with the District who is allowed to have direct, unsupervised contact with students.

The district will provide the written notice about the requirements of fingerprinting and criminal records checks through means such as staff handbooks, employment applications, contracts or

<sup>1</sup> Any individual hired within the last three months. A subject individual does not include an employee hired within the last three months if the district has evidence on file that meets the definition in Oregon Administrative Rule (OAR) 581-021-0510(11)(b).

<sup>2</sup> Subject individuals and requirements are further outlined in GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting.

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

volunteer forms.

The District shall require a fingerprint based criminal records check for volunteers allowed direct, unsupervised contact with students in the following positions:

1. Coaches and advisors of District-sponsored programs and activities;
2. Choreographer, accompanist, or drama coach;
3. Overnight chaperone, other than a K-12 student;
4. Volunteers with direct, unsupervised contact with students on a regular basis; and
5. Head coaches of District-recognized, community-sponsored club sports.

The identity of an individual requiring fingerprinting will be provided by the District to the authorized fingerprinter for verification. The procedure for processing fingerprint collection is further outlined in GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting.

An individual shall be subject to Collection of fingerprinting information for a subject individual shall be processed only after acceptance of an offer of employment or contract from the District. The subject individual may be charged a fee by the District which they may request be withheld from the amount owed to them by the District.

The District shall not begin the employment of a subject individual or terms of a District contractor before the return and disposition of the required criminal records checks and/or fingerprinting.

The service of a volunteer with direct, unsupervised access to students will not begin before the return and disposition of a criminal records check.

When the District is notified of a subject individual who has been convicted of any crimes prohibiting employment or contract the individual will not be employed or contracted, or if employed will be terminated. When the District is notified of a subject individual who knowingly made a false statement as to the conviction of any crime, the individual may be employed or contracted by the District, or if employed by the District may be terminated. A subject individual who has failed fails to disclose the presence of convictions that would not otherwise prohibit employment or contract with the District as provided by law may be employed or contracted with by the District.

The district's use of criminal history must be relevant to the specific requirements of the position, services or employment.

The service of a volunteer with allowed to have direct, unsupervised access to contact with students will not begin before the return and disposition of a criminal records check.

An individual volunteer who knowingly made a false statement as to the conviction of any crime on District volunteer forms, as determined by the District, or has a conviction of the crimes listed in ORS 342.143, or the substantial equivalent of any of those crimes if the conviction occurred in another

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

jurisdiction or in Oregon under a different statutory name or number may result in immediate termination from the ability to volunteer in the District.

~~Fees associated with a criminal records check and/or fingerprinting may be charged.~~

The Superintendent shall develop administrative regulations as necessary to meet the requirements of law.

**APPEALS**

An ~~subject eligible~~ individual may appeal a determination from ODE that prevents employment or eligibility to contract with the District to the Superintendent of Public Instruction as a contested case and will be so notified in writing by the Oregon Department of Education under ORS 183.413 – 183.470.

A volunteer may appeal a determination from a fingerprint-based criminal records check by ODE that prevents the ability to volunteer with the District to the Superintendent of Public Instruction as a contested case, under ORS 183.413 – 183.470.

**REPORTS**

None.

**ATTACHMENTS**

None.

**END OF POLICY**

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**REFERENCES / COMMENTS**

<a href="#">ORS 181.A.180</a>	<a href="#">ORS 342.143</a>
<a href="#">ORS 181.A.230</a>	<a href="#">ORS 342.223</a>
<a href="#">ORS 326.603</a>	<a href="#">OAR 414-061-0010 to -0030</a>
<a href="#">ORS 326.607</a>	<a href="#">OAR 581-021-0500-0510-021-0512</a>
<a href="#">ORS 332.107</a>	<a href="#">OAR 581-022-2430</a>
<a href="#">ORS 336.631</a>	<a href="#">OAR 584-050-0012</a>

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et. seq. (2017).

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**May 9, 2022**

**RESOLUTION NO. 21-22: 51**

**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.	Dodd, Alison	Resignation	Accept Resignation effective at the end of the 2021-22 school year; Position Held: 8 <sup>th</sup> Grade Language Arts/Social Studies Teacher @Prairie Mountain; 9 years at Bethel.
2.	Mbenza-Ngoma, Gabie	Resignation	Accept Resignation effective at the end of the 2021-22 school year; Position Held: 5 <sup>th</sup> Grade Teacher @Malabon; 1 year at Bethel.
3.	McFarland, Briony	Resignation	Accept Resignation effective at the end of the 2021-22 school year; Position Held: Kindergarten Teacher @Irving; 9 years at Bethel.
4.	Morrow, Kristy	Resignation	Accept Resignation effective at the end of the 2021-22 school year; Position Held: Science Teacher @Willamette; 17 years at Bethel.
5.	Wagner, Bill	Administrative Hire for 2022-23	Offer 1 <sup>st</sup> Year Probationary Administrator Contract for Athletic Director @ District Office & Willamette; Replaces: Thomas Armstrong; Education: BA/Northwest Christian College, MED/Pacific University; Experience: Assistant Athletic Director, North Eugene High School, 5 years; Assistant Athletic Director, Springfield High School, 7 years; Varsity Basketball Coach, North Eugene High School/Springfield High School, 19 years; Dean of Students, Springfield High School, 7 years; PE and Health Teacher, North Eugene High School, 7 years; Start Date: 8/1/2022.

**Recommended by:** Remie Calalang, Assistant Superintendent

ATTEST \_\_\_\_\_  
Clerk – Kraig Sproles

\_\_\_\_\_  
Chair – Debi Farr

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

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

DATE \_\_\_\_\_

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Rich Cunningham				
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Caleb Clark				
Greg Nelson				
Robin Zygaitis				





**May 9, 2022**

**RESOLUTION NO. 21-22: 52**

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

- |                        |  |
|------------------------|--|
| <b><u>EFA:</u></b>     | <b>Local Wellness Program</b>  |
| <b><u>EFAA:</u></b>    | <b>District Nutrition and Food Services</b>  |
| <b><u>KGC/GBK:</u></b> | <b>Prohibited Use, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems</b> |

ATTEST \_\_\_\_\_  
Clerk – Kraig Sproles

\_\_\_\_\_  
Chair – Debi Farr

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

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

DATE \_\_\_\_\_

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Caleb Clark				
Greg Nelson				
Robin Zygaitis				
Rich Cunningham				

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

Subject: **Prohibited Use, Distribution, or Sale of Tobacco Products and Inhalant Delivery Systems**

Policy Number: **KGC/GBK** Effective Date: **5/2022**

Date of Original Policy and Revisions: **1/05, 5/14**

Cancels Policy: **GBK** Dated: **7/93, 1/95, 11/07**

Date of Next Review: **5/2025**

**POLICY**

The Board establishes a school and working environment that is free of smoke, aerosols, and vapors containing inhalants.

The use, distribution, or sale of tobacco products or inhalant delivery systems by staff on District property, including parking lots, at District-sponsored events, in District-owned, rented or leased vehicles or otherwise while on duty or off District premises is prohibited. Use, distribution, or sale of tobacco products or inhalant delivery systems by all others on District property, in District vehicles or at District-sponsored events, on or off District premises, on all District grounds, including parking lots, is prohibited. Staff and/or all others authorized to use any private vehicle to transport District students to school-sponsored activities are prohibited from using tobacco or inhalant delivery systems in those vehicles while students are under their care.

For the purpose of this policy, “tobacco products” is defined to include, but not limited to, any lighted or unlighted cigarette, cigar pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, also known as smokeless, dip, chew or snuff in any form. This does not include products that are USFDA-approved for sale as a tobacco cessation product or for any other therapeutic purpose, if marketed and sold solely for the approved purpose.

For the purpose of this policy “inhalant delivery system” means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device or a component of a device; or a substance in any form sold for the purpose of being vaporized or aerosolized by a device whether the component or substance is sold or not sold separately. This does not include products that are USFDA-approved for sale as a tobacco cessation product or for any other therapeutic purpose, if marketed and sold solely for the approved purpose.

Clothing, bags, hats and other personal items used by staff to display, promote or advertise tobacco products or inhalant delivery systems are prohibited on all District grounds, including parking lots, at school-sponsored activities, or in District vehicles. Advertising is prohibited in all District or school-sponsored publications, in all school buildings, on District grounds, including parking lots, and at all school-sponsored events. District acceptance of gifts or funds from the tobacco products and inhalant delivery system industries is similarly prohibited. The District will not contract with other public or private alternative schools that allow the use of tobacco products or inhalant delivery systems on campus.

Staff violations of this policy will lead to disciplinary action up to and including dismissal.

Violations by all others will result in appropriate sanctions as determined and imposed by Bethel School District.

Information about community resources and/or cessation programs to help staff may be provided.

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

The Superintendent or designee shall consult with local officials to promote enforcement of law that prohibits the use or possession of tobacco products or inhalant delivery systems by persons under 21 years of age on or off District grounds or at District-sponsored activities.

This policy shall be enforced at all times. The Superintendent or designee will develop guidelines as necessary to implement this policy, including provisions for notification of the District's policy, through such means as staff handbooks, newsletters, inclusion on school event programs, signs at appropriate locations; disciplinary consequences; and procedures for filing and handling complaints about violations of the District's policy.

**REPORTS**

None.

**ATTACHMENTS**

None.

**REFERENCES / COMMENTS**

Legal Reference(s):

[ORS 332.107](#)  
[ORS 336.227](#)  
[ORS 433.835 - 433.990](#)  
[ORS 339.883](#)  
[ORS 431A.175](#)  
[OAR 581-021-0110](#)  
[OAR 581-053-0230\(9\)\(s\)](#)  
[OAR 581-053-0330\(1\)\(m\)](#)  
[OAR 581-053-0430\(12\)](#)  
[OAR 581-053-0531\(11\)](#)  
[OAR 581-053-0015](#)

Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2017).

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**May 9, 2022**

**RESOLUTION NO. 21-22: 53**

**BE IT RESOLVED,** That the Board of Directors, School District No. 52, Lane County, hereby adopts the 2022-2023 Academic Calendar, as presented.

**ATTEST** \_\_\_\_\_  
**Clerk – Kraig Sproles**

\_\_\_\_\_  
**Chair – Debi Farr**

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

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

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

**RESOLUTION:**     *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Caleb Clark				
Greg Nelson				
Robin Zygaitis				
Rich Cunningham				

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# 2022-23 District Calendar

M	T	W	T	F
<b>September 2022</b>				
		1	2	
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

M	T	W	T	F
<b>October 2022</b>				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

M	T	W	T	F
<b>November 2022</b>				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

M	T	W	T	F
<b>December 2022</b>				
		1	2	
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

M	T	W	T	F
<b>January 2023</b>				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

M	T	W	T	F
<b>February 2023</b>				
	1	2	3	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

M	T	W	T	F
<b>March 2023</b>				
	1	2	3	
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

M	T	W	T	F
<b>April 2023</b>				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

M	T	W	T	F
<b>May 2023</b>				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

M	T	W	T	F
<b>June 2023</b>				
	1	2		
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

- August**
- 29 - Sept 1** Districtwide In-Service
- SEPTEMBER**
- 5 Labor Day
  - 6 First Day of School - K-8
  - 6 9th-grade Orientation - WHS
  - 7 First Day of School - 9-12
  - 30 No School K-12 - Curriculum Dev. Day
- OCTOBER**
- 21 No School K-12 - Curriculum Dev. Day
- NOVEMBER**
- 10 No School K-12 - Grading (9-12) /Curriculum Dev. Day (K-8)
  - 11 No School K-12 - Veterans Day
  - 21-22 Parent/Teacher Conferences - WHS
  - 22 End of Trimester 1 - K-8
  - 23 No School K-12 - Grading (K-8)/ Inservice Day (9-12)
  - 24 - 25 No School K-12 - Thanksgiving Break
- DECEMBER**
- 7 - 8 Parent / Teacher Conferences - K-8
  - 9 No School K-8 - In-Service Day
  - 19-30 No School K-12 - Winter Vacation
- JANUARY**
- 2 No School K-12 - New Year's Day Observance
  - 3 No School K-12 - Curriculum Dev. Day
  - 4 Students Return - K-12
  - 16 No School K-12 - Martin Luther King Jr. Day
  - 31 - Feb 1 Finals - WHS
- FEBRUARY**
- 2 No School WHS - Grading Day
  - 3 No School K-12 - Curriculum Dev. Day
  - 6 Semester 2 Starts - WHS
  - 20 No School K-12 - Presidents' Day
- MARCH**
- 2 End of Trimester 2 - K-8
  - 3 No School K-12 - Grading (K-8) /Curriculum Dev. Day (9-12)
  - 27-31 No School K-12 - Spring Break
- APRIL**
- 14 No School K-12 - Grading (9-12)/Curriculum Dev. Day (K-8)
- MAY**
- 5 No School K-12 - Curriculum Dev. Day
  - 29 No School K-12 - Memorial Day
- JUNE**
- 9 Willamette High School Graduation
  - 15 Kalapuya High School Graduation
  - 15-16 Finals - WHS
  - 16 Last Day K-12 (half day for students)
  - 19 No School - Juneteenth
  - 20 Grading/In-Service Day (last day for teachers)

- ★ FIRST/LAST DAY OF SCHOOL
- NO SCHOOL — ALL SCHOOLS
- NO SCHOOL — WILLAMETTE H.S.
- ◆ NO SCHOOL — GRADES K - 8

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**May 9, 2022**

**RESOLUTION NO. 21-22: 54**

**BE IT RESOLVED**, That the Board of Directors, School District No. 52, Lane County, hereby authorizes Superintendent Sproles to approve the award of bond project contracts for Kalapuya High School in the amount of \$2,490,751.00 and for covered play area projects in the amount of \$1,698,925.00.

**ATTEST** \_\_\_\_\_  
**Clerk – Kraig Sproles**

\_\_\_\_\_  
**Chair – Debi Farr**

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

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

DATE \_\_\_\_\_

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Rich Cunningham				
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Caleb Clark				
Greg Nelson				
Robin Zygaits				