



BETHEL BUDGET COMMITTEE MEETING

Hybrid Meeting hosted from the District Office - 4640 Barger Drive
Monday, May 8, 2023
5:30 p.m. Budget Committee Orientation
6:30 p.m. Regular Budget Committee Meeting

Join Zoom:

<https://bethel-k12-or-us.zoom.us/j/85997303233?pwd=bExGZTBZZStYUnFweC8zY3JxbmJHdz09>

Passcode: 784253

Or

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

Webinar ID: 859 9730 3233

Passcode: 784253

AGENDA

1. **Call to Order** **Richard Cunningham, Chair**

2. **Election of Budget Officers**
 - Chair
 - Vice Chair
 - Appoint Secretary, Connie Quinn

3. **Presentation of 2023 - 2024 Proposed Budget**
 - *Kraig Sproles, Superintendent*
 - *Andrea Belz, Director of Business Services*

4. **Budget Committee Discussion Regarding the Budget Document/Budget Message**

5. **Public Comment** - Public comment will be taken either in-person, or via Zoom Webinar during the meeting or in writing prior to the meeting. To sign up for public comment via zoom Webinar, please complete [this form](#). by noon the day of the Budget Committee Meeting. Community members may also submit written comments via email to publiccomment@bethel.k12.or.us. Budget Committee members will have access to written public comments submitted by noon the day of the meeting.

6. **Review Budget Calendar and Next Meeting Date**

5:30 p.m. Thursday, May 11, 2023 District Office

7. **Adjournment**

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BETHEL SCHOOL BOARD MEETING

Hybrid Meeting hosted from the District Office – 4640 Barger Drive

Monday, May 8, 2023 – approximately 7:15 p.m.

Immediately following the 6:30 p.m. Budget Message/Budget Committee Meeting

Join Zoom:

<https://bethel-k12-or-us.zoom.us/j/85997303233?pwd=bExGZTBZZStYUnFweC8zY3JxbmJHdz09>

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AGENDA

1. Call to Order

Rich Cunningham, Chair

2. Pledge of Allegiance

3. Approval of Minutes

4. School Presentation: Fairfield Elementary School

5. School Presentation: Kalapuya High School

6. Student Representative Reports: KHS and WHS

7. 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. Board members will have access to written public comments submitted by noon the day of the Board Meeting.

8. Superintendent's Report

- A. Financial Statement: Andrea Belz
- B. District Strategic Plan: Erika Case and Carmen Adler
- C. Review/Set July Regular Board Meeting Date
- D. Superintendent's Update
- E. Policy Update, 1st Reading
 - a. BBAA – Individual Board Member's Authority and Responsibilities – *New policy*
 - b. BBF – Board Member Standards of Conduct – *New policy*

F.

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

May 8, 2023, Page 2 of 2

9. Consent Agenda

Personnel Action

Resolution No. 50

10. Action Items

- A. Adopt AC-AR and JGE
- B. Adopt Strategic Plan
- C.

Resolution No. 51
TBD

11. Information and Discussion

- A. Kalapuya Plant Sale, Saturday, May 13, 9am – 1pm, Bethel Farm, access from Prairie Mountain
- B. OSBA 2023 Summer Board Conference, August 11-13, more information coming soon
- C.

12. Board Activity Update

- A.

13. Review of Upcoming Meetings:

Thursday, May 11, 2023, at 5:30 p.m.

Budget Committee Meeting

Thursday, May 18, 2023, at 6:30 p.m.

Alternative date for Budget Committee Meeting, *if needed*

Monday, June 12, 2023, at 6:30 p.m.

- A. Bond Project Update: Pat Bradshaw
- B. ELD Adoption: Jill Robinson-Wolgamott
- C. Math Adoption: Kee Zublin
- D. Financial Statement: Andrea Belz
- E. Superintendent's Update
- F. Board Policies Up for Periodic Review
- G.

14. Adjournment

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
APRIL 10, 2023

The April 10, 2023 meeting of the Board of Directors was held in person and was remotely accessible via Zoom Webinar.

ATTENDANCE

Board Members: Ashley Espinoza, Greg Nelson, Paul Jorgensen, Robin Zygaitis, and Chair, Rich Cunningham

Absent: Caleb Clark and Debi Farr

District staff and presenters: Superintendent Sproles, KHS Student Representative Mikah Graham, WHS Student Representative Abby Nohrenberg, Remie Calalang, Alisha Dodds, Dan Hedberg, Maureen Spence, Melissa Erp, PK Bunker, Andrea Belz, and Jill Busby

CALL TO ORDER

Chair Cunningham called the April 10, 2023 meeting of the Board of Directors to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

Director Jorgensen led the Pledge of Allegiance.

ACTION ON MINUTES

Chair Cunningham presented the Minutes from the March 13, 2023 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

SCHOOL PRESENTATION: MALABON ELEMENTARY SCHOOL

Malabon Elementary School Teacher Melissa Erp introduced the Malabon Choir. Directed by Ms. Erp, students from the Malabon Choir performed Fifty Nifty by Ray Charles. Malabon Principal Maureen Spence initiated the students' encore performance which included another song. The Board thanked Ms. Spence, Ms. Erp, and Malabon students for their presentation.

SCHOOL PRESENTATION: WHS CULINARY TEAM

Willamette High School CTE Teacher PK Bunker and WHS culinary team students served Board members a cayenne mint cake and natillas dessert they prepared. Mr. Bunker described the menu that the culinary team recently prepared for the 2023 Oregon ProStart Championships which included a starter, entrée, and the cayenne mint cake and natillas dessert. Mr. Bunker shared how menu items are determined for the Oregon ProStart competition and introduced Willamette culinary students Mason, Sam, Dominic, and Bella. The students shared their experiences participating in the culinary program, and, along with Mr. Bunker, answered questions from the Board. The Board thanked Mr. Bunker and the students for their presentation and the delicious dessert.

Chair Cunningham called a recess at 7:02 p.m.

Chair Cunningham reconvened the meeting at 7:07 p.m.

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

APRIL 10, 2023

STUDENT REPRESENTATIVE REPORT: WHS

Abby shared that Willamette's grading period is ending and that graduation is 9 weeks away; several German students are currently visiting Willamette and in June Willamette students will visit their school in Germany; Willamette, Kalapuya and Cascade students will attend the No Place for Hate Summit in Portland this coming weekend; the Environmental Action Club's recent green school action plan qualified Willamette as a certified member of the Oregon Green School Association; speech and debate will compete at the OSAA state tournament at the end of April; the Wolverine Pageant raised over \$12,000 for Children's Miracle Network; and Leadership is planning the prom which will be held May 13th at Wheeler Pavilion. Abby and Mikah answered questions regarding the No Place for Hate Summit and Director Jorgensen thanked students for the money raised by the Wolverine Pageant for Children's Miracle Network.

STUDENT REPRESENTATIVE REPORT: KHS

Mikah reported on Kalapuya's distribution of food boxes to families; Kalapuya seniors' recent attendance at a presentation by Delta Sand and Gravel related to rock research; and RTEC 101 which is an introduction to college class through Lane Community College accessible to Kalapuya seniors. Mikah also shared that the agricultural cohort is planning for the upcoming plant sale; 11 Kalapuya students are preparing to be counselors at Camp Wilani; Prairie Mountain students are meeting with Kalapuya's BSU to learn about the program with plans to start a BSU at Prairie Mountain; and that Kalapuya students will be attending the upcoming No Place for Hate Summit and African American Youth Leadership Conference. The current term will end soon which will leave one term before the school year ends. Senator Manning recently collected Kalapuya students' Oregon Black Education Foundation scholarship applications. Director Espinoza commented on support provided by Connected Lane County for school affinity groups.

DELEGATIONS AND VISITORS

No written public comment submitted.

Susan Green

Bethel parent, volunteer, and employee Susan Green provided in-person public comment related to the recent staff retention bonus.

Todd Woodward

Bethel parent and employee Todd Woodward provided in-person public comment, and in recognition of Autism Acceptance Month, Mr. Woodward modeled the use of assistive technology to share his comments. Mr. Woodward compared Culturally Responsive Positive Behavioral Interventions and Supports (CRPBIS) with relational health models, stating that numerous studies show relational health models are more effective than CRPBIS in addressing behavior issues. Mr. Woodward also submitted his comments via email.

SUPERINTENDENT'S REPORT

2023-2024 Academic Calendar, 1st Reading, Alisha Dodds

Community Relations and Communications Director Alisha Dodds reviewed the 2023-2024 draft academic calendar and answered questions from the Board.

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
APRIL 10, 2023

Financial Statement: Andrea Belz

Business Services Director Andrea Belz reviewed the March 2023 financial statement showing an estimated Ending Fund Balance of \$9,332,653. Ms. Belz and Superintendent Sproles commented on the District’s cash reserves.

5-Year General Fund Forecast: Andrea Belz

Business Services Director Andrea Belz distributed copies of Bethel’s 5-Year General Fund Financial Forecast and reviewed the document with the Board. Ms. Belz described factors considered in the forecast including the conclusion of ESSER grant funds and declining enrollment which equates to a decline in the District’s State School Fund allocation. Ms. Belz addressed District operating cost increases, potential variables that could impact the budget, and presented a 5-year forecast with no adjustments to current expenditures. In addition, Ms. Belz outlined next steps including planning for the end of ESSER and aligning the District’s budget to strategic priorities and available resources. The Board expressed appreciation and thanked Ms. Belz for her work.

Superintendent’s Update

Superintendent Sproles shared a 2023 -24 Initial Budget Presentation that he is giving at each school. The presentation includes objectives including establishing a transparent budget and budget process, linking resources to strategic priorities, identifying factors that impact the budget, forecasting revenue assumptions, and proposing budget reductions. An overview of the District’s revenue sources was presented, along with general fund expenditures and a comparison of student enrollment and licensed FTE. Additionally, Superintendent Sproles shared how Student Investment Account and High School Success funds align with District priorities and reviewed factors impacting the budget, next steps, and proposed budget reductions which do not include a Reduction in Force at this time.

The Board discussed upcoming budget committee meeting dates.

CONSENT AGENDA

Resolution No. 46 – Personnel Action

Motion: Greg Nelson moved, Robin Zygaitsis seconded, to approve the Consent Agenda as specified below.

#	Name	Type	Description
1.	Abney, Melissa	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Teacher @Shasta; Start Date: 2/7/2023.
2.	Bell, Pamela	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Teacher @Meadow View; Start Date: 2/7/2023.
3.	Butterfield, Annie	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Teacher @Danebo; Start Date: 2/7/2023.
4.	Cormier, Christopher	Resignation	Accept Resignation effective 3/17/2023; Position Held: Extended Resource Room Teacher @Shasta.
5.	Cox, Christina	Resignation	Accept Resignation effective the end of the 2022-23 school year; Position Held:

MINUTES**BETHEL SCHOOL DISTRICT #52****BOARD OF DIRECTORS****APRIL 10, 2023**

			2 nd Grade Teacher @Clear Lake; 8 years at Bethel.
6.	Grant, Teresa	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Extended Resource Room Teacher @Shasta; Replaces: Christopher Cormier; Start Date: 3/22/2023.
7.	Harrington, Jesse	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Teacher @Clear Lake; Start Date: 2/7/2023.
8.	Liebenberg-Battles, Kim	Infant Care Leave	Approve .5 FTE Infant Care Leave for the 2023-24 school year; Position: Title Teacher @Irving.
9.	Mays, Logan	Resignation	Accept Resignation effective the end of the 2022-23 school year; Position Held: 5 th Grade Teacher @Malabon; 4 years at Bethel.
10.	Moghaddas, Mariyam	Hire for 2023-24	Offer 1 st Year Probationary Contract for 1.0 FTE Speech Language Pathologist @Danebo; Replaces: Becky Goodwin; Start Date: 8/28/2023.
11.	Murphy, Erin	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Teacher @Clear Lake; Start Date: 2/7/2023.
12.	Ousley, Laura	Resignation	Accept Resignation effective the end of the 2022-23 school year; Position Held: Speech Language Pathologist @Danebo; 2 years at Bethel.
13.	Petersen, Lisa	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Teacher @Shasta; Start Date: 2/7/2023.
14.	Riccio, Luke	Resignation	Accept Resignation effective the end of the 2022-23 school year; Position Held: 5 th Grade Teacher @Malabon; 2 years at Bethel.
15.	Russo, David	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Teacher @Willamette; Start Date: 2/7/2023.
16.	Scott, Ashley	Resignation	Accept Resignation effective the end of the 2022-23 school year; Position Held: School Psychologist @Malabon; 10 years at Bethel.
17.	Singleton, Stan	Temporary Hire for 2022-23	Offer Temporary Contract for 1.0 FTE Teacher @Willamette; Start Date: 2/7/2023.

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

APRIL 10, 2023

18.	Strege, Crystal	Resignation	Accept Resignation effective the end of the 2022-23 school year; Position Held: 3 rd Grade Teacher @Danebo; 11 years at Bethel.
19.	Tardiff, Tara	Resignation	Accept Resignation effective the end of the 2022-23 school year; Position Held: 3 rd Grade Teacher @Malabon; 9 years at Bethel.

Motion Passed, 5-0

Absent: Caleb Clark and Debi Farr

ACTION ITEMS

None

INFORMATION AND DISCUSSION

A. Annual NAACP Freedom Fund Dinner, Friday, May 5, 5pm, Lane Community College

BOARD ACTIVITY UPDATE

None

REVIEW OF NEXT MEETING: MONDAY, APRIL 24, 2023

- A. School Presentation: Irving Elementary School
- B. Student Representative Reports: KHS and WHS
- C. Boys and Girls Club Partnership: Matt Sorensen, CEO, Boys & Girls Clubs of Emerald Valley
- D. Superintendent's Update
- E. Board Policies Up for Periodic Review

ADJOURNMENT

There being no further business to bring before the Board, Chair Cunningham adjourned the meeting at 8:14 p.m.

Clerk – Kraig Sproles

jcb

Chair – Rich Cunningham

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Bethel School District GENERAL FUND
Revenue and Expenditure Report (unaudited)
Fiscal Year 2023

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

	Actuals To April 2023	Future Months Projected To June 2023	Preliminary	2022-2023 ADOPTED BUDGET	Budget Variance
			2022-2023 Totals		
REVENUES					
LOCAL SOURCES:					
Property Taxes	18,150,704	435,296	18,586,000	18,729,991	(143,991)
Tuition from other districts	0	500	500	500	0
Investment earnings	681,856	118,144	800,000	100,000	700,000
Misc. local sources	73,618	70,383	144,000	144,000	0
Subtotal	18,906,177	624,323	19,530,500	18,974,491	556,009
INTERMEDIATE SOURCES:					
County School Fund	0	100,000	100,000	230,000	(130,000)
Heavy Equipment Tax	9,870	10,130	20,000	30,000	(10,000)
Subtotal	9,870	110,130	120,000	260,000	(140,000)
STATE SOURCES:					
State School Fund	39,110,299	3,501,330	42,611,628	42,354,645	256,983
Common School Fund	384,981	384,981	769,963	554,101	215,862
High Cost Disability	0	715,872	715,872	100,000	615,872
Subtotal	39,495,280	4,602,183	44,097,463	43,008,747	1,088,716
FEDERAL SOURCES:					
Federal Forest Fees	0	0	0	200,000	(200,000)
Subtotal	0	0	0	200,000	(200,000)
OTHER RESOURCES:					
Interfund Transfers In	50,000	0	50,000	0	50,000
Sale of or Comp for loss of asset	438	0	438	0	438
Subtotal	50,438	0	50,438	0	50,438
Total, monthly revenues	54,477,468	9,320,933	63,798,401	62,443,238	1,355,163
EXPENDITURES					
Salaries	23,559,242	10,143,758	33,703,000	34,740,644	(1,037,644)
Employee payroll costs & benefits	14,220,015	6,366,392	20,586,407	23,236,407	(2,650,000)
Purchased services	3,867,615	1,746,640	5,614,256	5,614,256	0
Supplies	1,134,442	343,035	1,477,477	1,477,477	0
Capital outlay	73,692	26,308	100,000	20,000	80,000
Insurance/Dues/Other	884,502	11,373	895,875	895,875	0
Interfund Transfers	1,520,269	404,317	1,924,586	1,924,586	0
Contingency	0	0	0	4,033,992	(4,033,992)
Total, monthly expend.	38,678,648	25,622,954	64,301,602	71,943,238	(7,641,636)
Operating Income / (Deficit)			(503,201)	(9,500,000)	
Beginning Fund Balance (unaudited)			10,152,808	9,500,000	
Operating Income / (Deficit)			(503,201)	(9,500,000)	
Estimated Ending Fund Balance			9,649,607	0	
Ending Fund Balance as Percentage of Expenditures			15.01%		Goal - 9% (payroll for one month)

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BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Individual Board Member's Authority and Responsibilities**

Policy Number: **BBAA** Effective Date: **6/2023**

Date of Original Policy and Revisions: **6/23**

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

Date of Next Review: **6/2026**

POLICY

An individual Board member exercises the authority and responsibility of their position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the District's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

When expressing personal opinions in public, the Board member should clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the Superintendent, gained through attendance at District activities and through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the Superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the District, must be submitted to the Board for consideration.

2. Requests for Legal Opinions

Requests for legal opinions by a Board member must be approved by a majority vote of the Board before the request is made to legal counsel. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to Board Members

When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

public to the appropriate complaint policy. Such information will be conveyed to the Superintendent.

4. Board Member's Relationship to Administration

Individual Board members will be informed about the District's educational program, may visit schools or other facilities to gain information, and may request information from the Superintendent. No individual Board member may direct the Superintendent to action without Board authorization. Board members will not intervene in the administration of the District or its schools.

5. Contracts or Agreements

All contracts of the District must be approved by the Board, unless otherwise delegated by the Board to the Superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

REPORTS

None

ATTACHMENTS

None

END OF POLICY

Legal Reference(s):

[ORS 332.045](#)

[ORS 332.055](#)

[ORS 332.057](#)

[ORS 332.075](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Board Member Standards of Conduct**

Policy Number: **BBF** Effective Date: **6/2023**

Date of Original Policy and Revisions: **6/23**

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

Date of Next Review: **6/2026**

POLICY

A Board member should:

1. Comply with ethics laws for public officials;
2. Understand that the Board sets the standards for the District through Board policy. Board members do not manage the District on a day-to-day basis;
3. Understand that the Board makes decisions by a quorum vote of the Board. Individual Board members may not commit the Board to any action;
4. Respect the right of other Board members to have opinions and ideas which differ;
5. Recognize that decisions made by a quorum vote are the final decisions of the Board. Such decisions should be supported by all Board members;
6. Make decisions only after the facts are presented and discussed;
7. Understand the chain of command and refer problems or complaints to the proper administrative office;
8. Recognize that the Board must comply with the Public Meetings Law and only has authority to make decisions at properly noticed Board meetings;
9. Insist that all Board and District business is ethical and honest;
10. Be open, fair and honest — no hidden agendas;
11. Understand that Board members will receive information that is confidential and cannot be shared;
12. Recognize that the Superintendent is the Board's employee and designated as the chief executive officer of the District;
13. Take action only after hearing the Superintendent's recommendations;
14. Refuse to bring personal or family problems into Board considerations;
15. Give District staff the respect and consideration due to skilled, professional employees;

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

16. Present personal criticism of District operations to the Superintendent, when appropriate, not to District staff;
17. Respect the right of the public to attend and observe Board meetings;
18. Respect the right of the public to be informed about District decisions and school operations as allowed by law;
19. Remember that content discussed in executive session is confidential;
20. Use social media, websites, or other electronic communication judiciously, respectfully, and in a manner that does not violate Oregon's Public Meetings Laws;
21. When posting online or to social media, Board members will treat and refer to other Board members, staff, students and the public with respect, and will not post confidential information about students, staff or District business;
22. A Board member is a mandatory reporter of child abuse. A Board member having reasonable cause to believe that any child with whom the Board member comes in contact with has suffered abuse or that any person with whom the Board member comes in contact with has abused a child shall immediately make an oral report by telephone or otherwise to the local Department of Human Services (DHS), to the designee of the department or to a local law enforcement within the county where the person making the report is located at the time of contact.

REPORTS

None

ATTACHMENTS

None

END OF POLICY

Legal Reference(s):

[ORS 162.015 - 162.035](#)
[ORS 162.405 - 162.425](#)
[ORS 192.610 - 192.710](#)
[ORS Chapter 244](#)
[ORS 332.055](#)
[ORS 419B.005](#)
[ORS 419B.010](#)
[ORS 419B.015](#)
[Senate Bill 415 \(2019\)](#)



May 8, 2023

RESOLUTION NO. 22-23: 50

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.	Baron, Jolene	Resignation	Accept resignation effective the end of the 2022-23 school year; Position Held: Art Teacher @Meadow View; 1 year at Bethel.
2.	Farr-Baenziger, Sheyanne	Hire for 2023-24	Offer 1 st Year Probationary Contract for 1.0 FTE Speech Language Pathologist @District Office; Replaces: Becky Goodwin; Start Date: 8/28/2023.
3.	Goncalves, Neto	Resignation	Accept resignation effective the end of the 2022-23 school year; Position Held: Spanish/Elective Teacher @Cascade; 1+ years at Bethel.
4.	Hoffman, Lydia	Resignation	Accept resignation effective the end of the 2022-23 school year; Position Held: Art Teacher @Prairie Mountain; 2 years at Bethel.
5.	Kampfer, Elise	Resignation/Retirement	Accept resignation to enter retirement, effective June 30, 2023; Position Held: 3 rd Grade Teacher @Clear Lake; 22 years at Bethel.
6.	Klute, Benjamin	Hire for 2023-24	Offer 1 st Year Probationary Contract for 1.0 FTE Life Skills Teacher @Clear Lake; Replaces: Heather Placencia; Start Date: 8/28/2023.
7.	Ousley, Laura	Resignation	Accept resignation effective the end of the 2022-23 school year; Position Held: Speech Language Pathologist @Danebo; 2 years at Bethel.
8.	Rico, Jacqueline	Hire for 2023-24	Offer 1 st Year Probationary Contract for 1.0 FTE School Psychologist @District Office; Replaces: Ashley Scott; Start Date: 8/28/2023.
9.	Stroup, Janay	Temporary Administrative Hire for 2023-24	Offer 2 nd Year Temporary Administrator Contract for Assistant Principal @Willamette; Education: BS/MED/MS – UO; Experience: Principal, Kalapuya, 1 year; Resource Teacher, Kalapuya, 9 years; SPED Teacher, Kalapuya through Lane ESD, 1 year; Juvenile Counselor/SPED Case Manager, MLK Education

			Center/Lane County Department of Youth Services, 7 years; Group Worker, Phoenix Treatment Program/Lane County Department of Youth Services, 6 years; Start Date: 7/31/2023.
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Recommended by: Remie Calalang, Assistant Superintendent

ATTEST _____
Clerk – Kraig Sproles

Chair – Rich Cunningham

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 8, 2023

RESOLUTION NO. 22-23: 51

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

AC-AR: Nondiscrimination

JGE: Expulsion

ATTEST _____
Clerk – Kraig Sproles

Chair – Rich Cunningham

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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AC. NONDISCRIMINATION
Adopted: 12/2017, 01/2020, 05/2023

Discrimination Complaint Procedure

Any person, including students, staff, visitors, and third parties, may file a complaint.

Complaints must be filed within 180 days of the original incident.

Complaints regarding discrimination or harassment, on any basis protected by law, shall be processed in accordance with the following procedures:

Step 1:

Complaints may be oral or in writing and must be filed with the building principal. Any staff member that receives an oral or written complaint shall report the complaint to the building principal.

The principal shall investigate and determine the action to be taken, if any, and reply in writing to the complainant within ten school days of receipt of the complaint.

Step 2:

If the complainant wishes to appeal the decision of the principal, the complainant may submit a written appeal to the Superintendent or designee within five school days after receipt of the principal's response to the complaint.

The Superintendent or designee shall review the principal's decision within five school days and may meet with all parties involved. The Superintendent or designee will review the merits of the complaint and the principal's decision. The Superintendent or designee will respond in writing to the complainant within ten school days.

Step 3:

If the complainant is not satisfied with the decision of the Superintendent or designee, a written appeal may be filed with the Board within five school days of receipt of the Superintendent's or designee's response to Step 2. The Board may decide to hear or deny the request for appeal at a Board meeting. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative at a Board meeting.

The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing or electronic form within thirty days of receipt of the appeal by the Board.

If the building administrator is the subject of the complaint, the individual may start at step 2 and should file a complaint with the Superintendent or designee.

If the Superintendent is the subject of the complaint, the complaint may start at step 3 and should be referred to the Board Chair. The Board may refer the investigation to a third party.

Complaints against the Board as a whole or against an individual Board member, may start at step 3 and should be made to the Board chair and may be referred to District Counsel. Complaints against the Board Chair may start at step 3 and be made directly to the Board Vice Chair.

Bethel School District #52
Administrative Rule

The timelines established in each step of this procedure may be extended upon mutual consent of the District and the complainant in writing, but will not be longer than 30 days from the date of the submission of the complaint at any step. The overall timeline of this complaint procedure may be extended beyond 90 days from the initial filing of the complaint upon written mutual consent of the District and the complainant.

If the complainant is a person who resides in the District, is a parent or guardian of a student who attends school in the District, or is a student and is not satisfied after exhausting local complaint procedures or the District fails to render a written decision within 30 days of submission of the complaint at any step or the District fails to resolve the complaint within 90 days of the initial filing of the complaint, then the complainant may appeal¹ the District's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-021-0001 – 581-002-0023.

¹ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

DISCRIMINATION COMPLAINT FORM

Any person, including students, staff, visitors, and third parties, may file a complaint.

Name of Person Filing Complaint Date School or Activity

Student/Parent Employee Job applicant Other _____

Type of discrimination:	<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> Religion
	<input type="checkbox"/> Sex	<input type="checkbox"/> National or ethnic Origin	<input type="checkbox"/> Mental or Physical Disability
	<input type="checkbox"/> Marital Status	<input type="checkbox"/> Age	<input type="checkbox"/> Sexual Orientation
	<input type="checkbox"/> Gender Identity	<input type="checkbox"/> Familial Status	<input type="checkbox"/> Economic Status
	<input type="checkbox"/> Veterans' Status	<input type="checkbox"/> Discriminatory use of a Native American mascot	<input type="checkbox"/> Pregnancy
		<input type="checkbox"/> Other _____	

Specific complaint: (Please provide detailed information including names, dates, places, activities and results of the discussion.)

Who should we talk to and what evidence should we consider? _____

Suggested solution/resolution/outcome: _____

This complaint form should be mailed or submitted to the building principal.

Direct complaints related to educational programs and services may be made to the U.S. Department of Education, Office for Civil Rights. Direct complaints related to employment may be filed with the Oregon Bureau of Labor and Industries, Civil Rights Division, or the U.S. Department of Labor, Equal Employment Opportunities Commission.

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BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: Expulsion

Policy Number: JGE Effective Date: 5/2023

Date of Original Policy and Revisions: 12/16, 2/23,

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

Date of Next Review: 5/2026

POLICY

A principal, after reviewing available information, may recommend to the Superintendent that a student be expelled. Expulsion of a student shall not extend beyond one calendar year.

A student may only be expelled for any of the following circumstances:

1. When a student's conduct poses a threat to the health or safety of students or employees;
2. When other strategies to change the student's conduct have been ineffective, except that expulsion may not be used to address truancy; or
3. When required by law.

The use of expulsion for discipline of a student in fifth grade or lower is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observations or upon a report from an employee, the student's conduct poses a direct threat to the health or safety of students or employees; or
3. When the expulsion is required by law.

The age of the student and the past pattern of behavior will be considered prior to imposing the expulsion.

No student may be expelled without a hearing unless the student's parents, or the student if 18 years of age, waive the right to a hearing, either in writing or by failure to appear at a scheduled hearing.

The Board delegates the authority to decide on an expulsion to the Superintendent. The Superintendent may designate another person to handle the potential expulsion, and the Superintendent, a designee or another individual may act as the hearings officer. The district may contract with an individual who is not employed by the district to serve as the hearings officer. The hearings officer will not be associated with the initial actions of the building administrators. The hearings officer will conduct the hearing and make a final decision regarding the expulsion. A decision of the hearings officer may be appealed by the parent or the student if age 18 or over to the Board for review.

If the decision of the hearings officer is appealed to the Board for review, the findings as to the facts and the hearings officer's decision will be submitted to the Board, and will be available in identical form to the Board, the student and the student's parents at the same time. At a future meeting, the Board will review the hearings officer's decision and will affirm, modify or reverse the decision.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

When a recommendation for an expulsion is made and a hearing is not waived, the following procedure is required:

1. Notice will be given to the student and the parent by personal service¹ or by certified mail² at least five days prior to the scheduled hearing. Notice shall include:
 - a. The specific charge or charges and the specific facts that support the charge or charges;
 - b. A statement of intent to consider the charges as reason for expulsion;
 - c. The student's right to a hearing;
 - d. When and where the hearing will take place; and
 - e. The student may be represented by counsel or other persons.
2. If the parent or student does not understand the English language, the District will provide an interpreter during the hearing. All communications will be in a manner that is understandable to the parents and student;
3. The student shall be permitted to have representation present at the hearing to advise and to present arguments. The representation may be an attorney, parent, or other person. The District's attorney may be present;
4. The student shall be afforded the right to present their version of the events underlying the expulsion recommendation and to introduce evidence by testimony, writings or other exhibits;
5. The student shall be permitted to be present and to hear the evidence presented by the District;
6. The hearings officer or the student may record the hearing;
7. Strict rules of evidence shall not apply to the proceedings. However, this shall not limit the hearings officer's control of the hearing;
8. A Board-conducted hearing or a Board review of the hearings officer's decision will be conducted in executive session unless the student or the student's parent requests a public hearing. If an executive session is held by the Board or a private hearing held by the hearings officer, the following will not be made public:
 - a. The name of the minor student;
 - b. The issues involved, including a student's confidential records;
 - c. The discussion;
 - d. The vote of Board members, which may be taken in executive session when considering an expulsion.

Prior to expulsion, for reasons other than a weapons violation, the District must notify the student and parents of alternative programs of instruction or instruction combined with counseling and document this

¹The person serving the notice shall file a return of service. (OAR 581-021-0070)

²When "certified mail is given to a parent of a suspended student, the notice shall be placed in the mail at least five days before the date of the hearing." (OAR 581-021-0070)

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

notification. For weapons policy violations, the District will follow guidance set forth by Policy JFCJ – Weapons in Schools.

REPORTS

None

ATTACHMENTS

None

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)

[ORS 332.061](#)

[ORS 336.615](#) to -336.665

[ORS 339.115](#)

[ORS 339.240](#)

[ORS 339.250](#)

[OAR 581-021-0050](#) to -0075