



REVISED 2:51 p.m. 4/22/2024

BETHEL SCHOOL BOARD MEETING

Hybrid Meeting hosted from the District Office - 4640 Barger Drive

Monday, April 22, 2024 – 6:30 p.m.

Join Zoom:

<https://bethel-k12-or-us.zoom.us/j/83179364175?pwd=MDV0NXNUOUtRTnhDTTQrSzBVVW52dz09>

Passcode: 618805

Or

Phone number to listen: 1.253.215.8782

Webinar ID: 831 7936 4175

Passcode: 618805

AGENDA

1. **Call to Order** Robin Zygaitis, Chair
2. **Pledge of Allegiance**
3. **Approval of Minutes, Work Session Notes, and Community Engagement Notes**
4. **School Presentation: Irving Elementary School**
5. **Student Representative Reports: KHS and WHS**
6. **Superintendent's Report: Updates on school closure and boundary change process – 20 minutes**
7. **Delegations and Visitors**

Public comment will be taken in-person, via Zoom, or in writing.

 - For in-person comments, please complete the Intent to Speak card prior to the start of the board meeting.
 - For comments via Zoom, please complete [this form](#) prior to the start of the board meeting.
 - Written comments to the board can be submitted anytime at publiccomment@bethel.k12.or.us. Board members will have access to written public comments submitted by noon the day of the board meeting.
8. **Board Business**
 - A. K-5 Math Adoption: Jill Robinson-Wolgamott and Team – 20 minutes
 - B. KPI Report: BHC Update/Mental Health Supports and Access: Brooke Cottle – 30 minutes
 - C. KPI Report: Profile of a Bethel Learner: Dan Hedberg – 20 minutes
 - D. Financial Statement: Andrea Belz – 10 minutes
 - E. Policy Update, 1st Reading
 - a. BBF – Board Member Standards of Conduct – *Updated to reflect new language*
 - b. CBA – School Superintendent – *Updated to reflect new language*
 - c. CBG – Evaluation of the Superintendent – *New policy*

- d. CCG – Evaluation of Administrators – *Updated to reflect new language*
- e. EBCA – Safety Threats – *New policy*
- f. GBN/JBA – Sexual Harassment – *Updated to reflect new language*
- g. GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements – *Updated to reflect new language*
- h. GBNAB/JHFE-AR (1) – Reporting of Suspected Abuse of a Child – *Updated to reflect new language*
- i. GBNAB/JHFE-AR (2) – Reporting of Suspected Abuse of a Child – *Updated to reflect new language*
- j. GCDA/GDDA – Records Checks and Fingerprinting – *Updated to reflect new language*
- k. JBA/GBN – Sexual Harassment – *Updated to reflect new language*
- l. JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements – *Updated to reflect new language*
- m. JHFE/GBNAB-AR(1) – Reporting of Suspected Abuse of a Child – *Updated to reflect new language*
- n. JHFE/GBNAB-AR(2) – Reporting of Suspected Abuse of a Child – *Updated to reflect new language*
- o.

F.

9. Consent Agenda

Personnel Action

Resolution No. 48

10. Action Items

- A. Adopt policy GBA Resolution No. 49
- B. Removal of Policy EBC/EBCA Resolution No. 50
- C. Approve K-5 Math Curriculum Adoption Resolution No. 51
- D. Adopt 2024-2025 Academic Calendar Resolution No. 52
- E. Approve School Boundary Changes Resolution No. TBD
- F.

11. Information and Discussion

- A. First Friday, May 3, 5pm, Kalapuya High School/Bethel Farm
- B. Cascade Farewell Tour, Wednesday, May 8, 5pm, Cascade Middle School
- C. Kalapuya Plant Sale, Saturday, May 11, 9am – 1pm, Bethel Farm, access from Prairie Mountain
- D.

12. Board Activity Update

A.

13. Review of Upcoming Meetings:

Monday, May 13, 2024 – District Office – 5:30 p.m.

Budget Committee Orientation

Monday, May 13, 2024 — District Office – 6:30 p.m.

First Budget Committee Meeting: Proposed Budget Document/Budget Message presented to Budget Committee

Monday, May 13, 2024 – Regular Board Meeting at approximately 7:15 p.m., immediately following the Budget Committee Meeting – District Office

- A. Superintendent’s Report
- B. Board Policies up for periodic review
- C.

Wednesday, May 15, 2024 — District Office – 5:30 p.m.

Budget Committee Meeting

Thursday, May 23, 2024, at 6:30 p.m.

Alternative date for Budget Committee Meeting, *if needed*

14. Adjournment

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MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
FEBRUARY 26, 2024

The February 26, 2024 meeting of the Board of Directors was held in person in the District Office Boardroom and was remotely accessible via Zoom Webinar.

ATTENDANCE

Board Members: Drae Charles, Debi Farr, Caleb Clark (joined virtually), Ashley Espinoza, Curt Nordling, Paul Jorgensen, and Chair, Robin Zygaitis

Absent: None

District staff and presenters: Superintendent Sproles, Assistant Superintendent Calalang, Alisha Dodds, Tony Scurto, Eric Anderson, Dan Hedberg, Dain Nelson, and Jill Busby

CALL TO ORDER

Chair Zygaitis called the February 26, 2024 meeting of the Board of Directors to order at 6:34 p.m.

PLEDGE OF ALLEGIANCE

Director Jorgensen led the Pledge of Allegiance.

ACTION ON MINUTES

Chair Zygaitis presented the Minutes from the February 12, 2024 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

STUDENT REPRESENTATIVE REPORTS: KHS AND WHS

Meztly and Jada were unavailable.

DELEGATIONS AND VISITORS

None

BOARD BUSINESS

Lane ESD 2023-25 Local Service Plan – Year Two: Tony Scurto – 20 minutes

See [video recording](#) at 0:1:27 for this presentation.

Lane ESD Superintendent Tony Scurto and Assistant Superintendent Eric Anderson presented the *Local Service Plan 2023-25 – Year Two* document and provided a brief overview of areas of service offered by Lane ESD. The Board will consider a resolution to authorize approval of the plan during the meeting's Action Items segment.

KPI Report: CTE Rates and Barriers: Dan Hedberg and Dain Nelson – 20 minutes

See [video recording](#) at 0:20:07 for this presentation.

Slides for this presentation can be found [here](#).

Willamette High School Principal Dan Hedberg and Assistant Principal Dain Nelson discussed recent improvements in CTE graduation rates and emphasized key performance indicators related to the strategy of students engaging in at least one CTE pathway for relevant and responsive learning, a District priority.

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2024-2025 Academic Calendar, 1st Reading: Alisha Dodds – 15 minutes

See [video recording](#) at 0:51:46 for this presentation.

Slides for this presentation can be found [here](#).

Community Relations and Communications Director Alisha Dodds presented the draft academic calendar for 2024-2025, emphasizing proposed changes such as transitioning all schools to a semester calendar to streamline grading and in-service days district-wide. Other changes include scheduling conferences earlier in the school year and incorporating two family outreach days to foster purposeful relationships with families, in line with goals of improving family outreach and engagement, District priorities.

Superintendent's Report – 20 minutes

See [video recording](#) at 1:15:10 for this presentation.

Slides for this presentation can be found [here](#).

- Superintendent Sproles commended the recent Blacknificent event as a successful, student-centered example of community partnerships, attended by families from Bethel, Eugene 4J, and Springfield, with representation from Lane ESD.
- An update on the recently implemented Anonymous Alerts system was provided, reporting 21 incidents within approximately 2.5 weeks.
- Positive feedback was shared after touring the new Cascade building, with teachers preparing to move their rooms by the end of June and plans to begin using the new facility for band and choir after spring break.
- Principal Dan Hedberg is leading community input efforts on the Portrait of a Learner initiative.
- The Long-Range Planning Committee will present at the March 11th Board Meeting at Shasta Middle School.
- A Work Session has been scheduled for March 18th at 5:30 p.m. in the District Office Boardroom to review the Long-Range Planning Committee's recommendations.
- A Community Engagement Session is tentatively set for March 21st from 6-8 p.m. in the Willamette Cafeteria to gather public feedback on the Long-Range Planning Committee's proposals.
- The Board agreed to hold the July Board Meeting on July 1st, schedule the Board Retreat for August 9th and 10th, shift Board meetings to Wednesdays in the District Office Boardroom starting in the 2024-25 school year, and to schedule work sessions in October, January, February, and April.

Chair Zygaitis called a recess at 8:02 p.m.

Chair Zygaitis reconvened the meeting at 8:11 p.m.

Policy Update, 1st Reading

See [video recording](#) at 1:28:57 for this presentation.

Assistant Superintendent Calalang reported on, answered questions, and engaged in discussion with the Board regarding the following Board policies:

IFCA – Shared Decision-Making – *No changes*

IGAJ – Drivers Education – *No changes*

IGAR – District K-3 Reading Program – *Updated to reflect new language*

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FEBRUARY 26, 2024

CONSENT AGENDA

Resolution No. 32 – Personnel Action

See [video recording](#) at 1:39:52.

Motion: Ashley Espinoza moved, Paul Jorgensen seconded, to approve the Consent Agenda as specified below.

#	Name	Type	Description
1.	Baccus, Jenni	Resignation *REVISED*	Accept resignation effective 3/13/2024 2/16/2024; position held: 3-5 Social Communication Teacher @Prairie Mountain; 3 years at Bethel.
2.	Borneman, Sharie	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: Kindergarten Teacher @Clear Lake; 3 years at Bethel.
3.	Chappell, Deanna	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: School Counselor @Danebo; 3 years at Bethel.
4.	DeFlaminis, John	Infant Care Leave	Approve 0.5 FTE Infant Care Leave from 4/2/2024 through the end of the 2023-24 school year; position: 3 rd /5 th Grade Teacher @Fairfield.
5.	Dixon, Ryan	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: Choir Teacher @Shasta; 2 years at Bethel.
6.	Dodds, Alyssa	Administrative Hire for 2024-25	Offer Administrator Contract for Principal @Willamette; Replaces: Dan Hedberg; Education: BA/UO, MAT/Pacific University; Administrator Licensure: PSU; Experience: Principal, Meadow View, 2 years; Assistant Principal, WHS, 3 years; District High School Instructional Coach, Springfield Public Schools, 2 years; Administrator Intern, Springfield Public Schools, 1 year; Language Arts Teacher, Springfield Public Schools, 4 years; Start Date: 7/29/2024.
7.	Meusec-Thompson, Lacey	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: PE Teacher @Willamette; 9 years at Bethel.

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8.	Miller, Tammy	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: Resource Teacher @Willamette; 2 years at Bethel.
9.	Wagner, Meg	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: K-5 Resource Teacher @Prairie Mountain; 2 years at Bethel.
10.	Rivas, Robbie	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: 4 th Grade Teacher @Danebo; 2 years at Bethel.

Motion Passed, 7-0

Absent: None

ACTION ITEMS

Resolution No. 33 – Adopt Policies IFCA, IGAJ, JEA, and LBEA

See [video recording](#) at 1:41:02.

Motion: Debi Farr moved, Paul Jorgensen seconded, to adopt the following Board Policies:

IFCA – Shared Decision-Making

IGAJ – Drivers Education

JEA – Compulsory Attendance

LBEA – Resident Student Denial for Virtual Public Charter School Attendance

Motion Passed, 7-0

Absent: None

Resolution No. 34 – Approve 2023-2025 Lane ESD Local Service Plan – Year Two

See [video recording](#) at 1:42:34.

Motion: Curt Nordling moved, Caleb Clark seconded, to approve the 2023-25 Lane ESD Local Service Plan - Year Two. Director Charles raised concerns about the responses he received from Lane ESD Superintendent Scurto during the Board Business segment of the Board Meeting. The Board discussed these concerns and decided to draft a follow-up letter to Superintendent Scurto.

Motion Passed, 7-0

Absent: None

Resolution No. 35 – Approve Incoming Inter-District Transfer Caps for the 2024-2025 School Year

See [video recording](#) at 1:48:27.

Motion: Debi Farr moved, Ashley Espinoza seconded, to approve the inter-district transfer caps for students transferring into the District in the 2024-2025 school year, as presented.

Motion Passed, 7-0

Absent: None

Resolution No. 36 – Approve Outgoing Inter-District Transfer Caps for the 2024-2025 School Year

See [video recording](#) at 1:49:26.

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Motion: Caleb Clark moved, Curt Nordling seconded, to approve inter-district transfer caps for students seeking consent to transfer out of Bethel School District in the 2024-2025 school year, as presented.

Motion Passed, 7-0

Absent: None

Resolution No. 37 – 1st Year to 2nd Year Probationary Contracts

See [video recording](#) at 1:50:20.

Motion: Curt Nordling moved, Ashley Espinoza seconded, to approve one-year renewal of FIRST YEAR TO SECOND YEAR PROBATIONARY CONTRACTS for the 2024-2025 school year for: Sarah Strong, Heather Friesen, Ben Klute, Sarah Eller, Sheyenne Farr-Baenziger, Sami Wilson, Roni Borja, Delaney Moseman, Mariyam Moghaddas, Denae Potterf, Suzanne Armstrong, Katherine Biewend, McKenzie Henderson, Carisa Henniger, Brandon Johnson, Sally Rusk, Matthew Roper, Eddie Szamborski, John Fernelius, Karen Kirchhoff, Ruth Samartha, Megan Sullivan, Juan Vasquez, Bitu Habashi.

Motion Passed, 7-0

Absent: None

Resolution No. 38 – 2nd Year to 3rd Year Probationary Contracts

See [video recording](#) at 1:51:07.

Motion: Curt Nordling moved, Debi Farr seconded, to approve one-year renewal of SECOND YEAR TO THIRD YEAR PROBATIONARY CONTRACTS for the 2024-2025 school year for: Carol Bridgens, Brooke Bender, Shaelyn Kindle, Laura Zimmerman, Emily Mosteller, Jonathan Cooper, Amanda Hopper, Kiley McCurry, Nathaniel Ratafsky, Brianna Rollo, Jazzlyn Wilder, Tara Bedney, Jared Keen, Marie Poteete, Ben Wilson, Karlie Chapin, Jacob Courtney, Elizabeth De La Paz Martinez, Ben Dodds, Bert Harrison, Joshua Holloway, Jill Pallin, Stacy Paszkiet, Rob Schenk, Kacey Tallman, Tracy Terrall, Damon Vold.

Motion Passed, 7-0

Absent: None

Resolution No. 39 – 2-Year Contract Employee Status

See [video recording](#) at 1:51:55.

Motion: Curt Nordling moved, Paul Jorgensen seconded, to approve 2-YEAR CONTRACT EMPLOYEE STATUS, from July 2024 through June 2026 for: Nicole Butler-Hooton, Danae DeGlee, Rachel Franklin, Mary Anne Gates, Echo Groff, Deborah Holte, Talor Kirk, Hannah Larson, Carley Neuhaus, Paul Stieber, Sue White, Relée Davis, Joceline Howard, Rachel Hsieh, Kelsey Janes, Katie Morrow, Jasnerly Valenzuela Solano, Nikole Anderson, Meegan Cotter, Reanda Ferry, Marianne Hales, Lori Kelley, Hafeeza McKinnis, Katie Rutherford, Malena Simmons, Tami Wold, Jacquelyn Bratland, Kayla Eckloff, Kami Hendrix, Windy Leona, Kimberly Liebenberg-Battles, Edica Liebl, Colette McBride, John McCallen, Erin Moss, Christine Perrigo, Jerry Sagala, Helena Somnitz, Sara Thornton, Shania Vetter, Kelly Weinhold, Briana Young, Sima Baldwin, Kristin Bond, Emiliano Bou, Sarah Boulanger, Nathan Boys, Kayla Clancey-Summers, Amy Cleland, Lisa Cunningham, Meredith Deverell, Jeannelle Mahle, Kati McAdams, Victoria Meyer, Chelsea Schwartz, Kevin Smith, Elizabeth Aquiso, Lauren Boettger, Emma Borton, Gina Clark, Gabriel Combs, Rachel Davidson, John DeFlaminis, Bridget Drobac, Katherine Eschrich, Sarah Garcia, Samantha Hart, Ereanna Higbee, Chad Mart, Jennifer Muzzana, Rachel Rhoads, Michelle Richard, Angelia Sanchez, Laurie Van Ordstrand, Stacie Wicks, Amy Brandon, Jennifer Davidson, Melissa Erp, Theresa Haley, Mary Jensen, Caleb McKenzie, Elizabeth McMurry, Sarah Melton, Sarah Oltman, Mary Randall, James Ratliff, Remi Smith, Alex Walker, Brooklyn Walker, Eric Abeene, Laurie Aley, Sara Baumann, Jason Brooks, Scott Cowan, Terry Foytek, Tes Hart, Wren Hewitt-Fulner, Amy Jessie, Rob McCabe,

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Denise Meinardus, Caitlyn Meng, Jessica Mosier, Erin Newton, Leontine Oliver, Rose Peck, Kayla Potter, Chelsea Ptacnik, Cami Railey, Jessica Ramos, Joe Randall, Khahlela Reif, Kimberly Saisslin, Heather Schimmer, Brittanie Sorensen, Melinda Trammell, Teresa Vreim, Carly Waters, Casey White, Andrea Woods, Eric Wright, Janna Bates, Anne Bousquet, McKenzie Bryant, Kristin Carter, Stacy Cook, Jonathan Corona, Paris Cowdin, Lisa Cronce, Ana De La Paz Martinez, Peggy Doty, Samantha Footlik, Makenzie France, Rivers Gage-Hunt, Jenifer Gerlach, Rachel Gillis, Brittany Hafemann, Kendra Jagggar, Annie Kloos, David Lees, Kelly Leguizamon, Sydney Mohammed, Wendy Mollinary, Jonathan Morton, Ellie Owens, Ratko Pavlovic, Erin Richardson-Harris, Sonja Wright, Amanda Zacharek, Nicole Zwink, Adriana Alvarez, Christina Boorman, Gabriela Calkins, Helen Cannon, Anthony Cisneros, Jill Colclasure, Kyle Gordon, Reve Hendrix, Amber Jackson, Joseph Mancuso, Kristy McElravy, Steven P. Miller, Amber Oliver, Kristi Oster, Allan Pinkerton, Stacie Ray, Max Sheahan, Mathew Stiffler, Judith Tacchini, Alice Viles, Shannon Witty, Patrick Waugh, Tyler Bryton, Will Davidson, Justin Day, Holly Hernandez, Ariel King, Tyla LaGoy, Michael Reetz, Eric Roberts, Ben Santa-Teresa, Cathy Simpson, Tyler Sirman, Michael Thompson, Will Watkins, Mary Ahern, Kimberly Ames, Jamie Anderson, Jessica Arnold, Connor Belisle, Erik Bishoff, Jean Black, Erin Brown, James Broyhill, Phillip Bunker, Shelley Carmichael, Bruce Carvalho, Edane Chism, Amanda Davis-Ferrin, Anthony DeSimone, Vanessa Dillon, Joshua Edwards, Amanda Fairley, Amanda Forester, Joseph Freuen, Bree Garcia, Cindy Gregory, Misty Griesi, Joy Hatch, Darren Hatefi, Jean Hedberg, Bailey Hucke, Nate Jackson, Jaclyn Jensen, Sean Kenna, John Kreider, Spencer Lake, Ewa Lancaster, Andrew Lebovitz, Thomas Lindskog, Anthony Mancuso, Chris McGowan, Jesse Merz, Steven J. Miller, Erica Milkovich, Claire Mitchell, Destry Neu, Stephen North, Molly O'Shea, Sheila Otto, Miranda Page, Nannette Petersen, Heidi Pullen, Tara Roddy, Lena Rodriguez, Andrew Saputo, Dederick Siedler, Leslie Simmons, Jade Starr, Matthew Symonds, Devon Vendetti, Adam Walker, Tana Walker, Kyle Ward, Gregory Wasinger, Angela Weyand, Joshua Wolfram, Jessica Zapata Mendoza, Jack Carpenter, Lezlee Craven, Kelly Ferguson, Tony Martins, Kristene Olsen, Arieanna Patch, Jessica Seymour, Janay Stroup, and Nicholas Zydyrcn.

Motion Passed, 7-0

Absent: None

Resolution No. 40 – Non-Renewal of Temporary Teaching Contracts

See [video recording](#) at 1:52:46.

Motion: Debi Farr moved, Ashley Espinoza seconded, to approve NON-RENEWAL OF TEMPORARY TEACHING CONTRACTS for the 2024-2025 school year for: Melissa Abney (1.0 FTE), Michael Berry (1.0 FTE), Debi Bostwick (.5 FTE), Danae DeGlee (.2 FTE), Jesse Harrington (1.0 FTE), Matt Hill (1.0 FTE), Sara Johnson (1.0 FTE), Simone Petersen (1.0 FTE), Katarzyna Saczko (1.0 FTE), Jennifer Salnas (.5 FTE), Mark Story (1.0 FTE), Lori Kelley (.5 FTE), Shaelyn Kindle (.5 FTE), Jordyn Ramos (1.0 FTE), Wayne Reposo (1.0 FTE), Stacy Shelton (1.0 FTE), Aleethia Collins (1.0 FTE), Pauline Gibson-Tobin (.7 FTE), Shannon Nye (1.0 FTE), Franchessca Branlund (.5 FTE), Deanna Courogen (1.0 FTE), Pam Bell (.7 FTE), Kelli Hansen (1.0 FTE), Alex Larsen (1.0 FTE), Rob McCabe (.17 FTE), Peggy Doty (.17 FTE), Barrieanne Fallert (.5 FTE), Meryni Hall (.5 FTE), Joe Leonhardt (1.0 FTE), Nicole Michlanski (1.0 FTE), Robert Redfield (1.0 FTE), Lynne Warden (1.0 FTE), Christina Boorman (.17 FTE), Kami Hendrix (.17 FTE), Mike Reetz (.17 FTE), Mark Westphal (1.0 FTE), Emma Anderson (1.0 FTE), Angela Bogart-Monteith (.5 FTE), PK Bunker (.5 FTE), Ely Cleland (.67 FTE), Becky Denham (.5 FTE), Ben Dodds (.5 FTE), Christine Guldager (1.0 FTE), Lee Higgs (.5 FTE), Stan Singleton (1.0 FTE), Jamie Warner (1.0 FTE), and Jeff Bandow (1.0 FTE)

Motion Passed, 7-0

Absent: None

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Resolution No. 41 – 1st Year to 2nd Year Probationary Administrative Contracts

See [video recording](#) at 1:53:40.

Motion: Caleb Clark moved, Ashley Espinoza seconded, to approve a FIRST TO SECOND YEAR PROBATIONARY ADMINISTRATIVE CONTRACT for the 2024-2025 school year for: Trinity Welch-Radabaugh.

Motion Passed, 7-0

Absent: None

Resolution No. 42 – 2nd Year to 3rd Year Probationary Administrative Contracts

See [video recording](#) at 1:54:21.

Motion: Debi Farr moved, Curt Nordling seconded, to approve SECOND TO THIRD YEAR PROBATIONARY ADMINISTRATIVE CONTRACTS for the 2024-2025 school year for: Denee Newton, Neil Pecorilla, and Bill Wagner.

Motion Passed, 7-0

Absent: None

Resolution No. 43 – 3-Year Administrative Contracts

See [video recording](#) at 1:55:08.

Motion: Paul Jorgensen moved, Curt Nordling seconded, to approve THREE-YEAR ADMINISTRATIVE CONTRACTS (July 1, 2024 through June 30, 2027) for: Logan Grassest, Dan Hedberg, Jill Robinson-Wolgammott, Jenn DeBlois, Nathan Bridgens, Kodjo Wilder, Brady Cottle, Evan Rindy, Stefan Aumack, Alyssa Dodds, Dain Nelson, and Alan Stearns. The Board clarified that Alyssa Dodds was also included on the consent agenda recognizing her move to Willamette High School in the 2024-25 school year.

Motion Passed, 7-0

Absent: None

Resolution No. 44 – Non-Renewal of Temporary Administrative Contracts

See [video recording](#) at 1:57:11.

Motion: Debi Farr moved, Ashley Espinoza seconded, to approve NON-RENEWAL OF TEMPORARY ADMINISTRATIVE CONTRACTS for the 2024-2025 school year for: Carley Neuhaus (1.0 FTE) and Janay Stroup (1.0 FTE).

Motion Passed, 7-0

Absent: None

INFORMATION AND DISCUSSION

- A. Family Literacy Night, Wednesday, February 28, 5-7pm, Meadow View
- B. Bagels with the Board, Thursday, March 7, 7:10am, Prairie Mountain
- C. BEF Adult Prom - Back to the 80s, Saturday, March 16, 7-11pm, Shadow Hills Country Club
- D. NSBA 2024 Conference, April 6-8, New Orleans

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

FEBRUARY 26, 2024

BOARD ACTIVITY UPDATE

- A. Directors Charles and Farr provided feedback on their attendance at the recent MLK March, noting that although the turnout was lower than in previous years, it was expected due to students being in school. Director Charles mentioned his upcoming interview for a UO oral Black History project and highlighted the City of Eugene’s Black History Month Exhibit in the Atrium Building, which runs through March 1st. Director Jorgensen shared his involvement in an oral Black History project conducted during his time working in education.

REVIEW OF NEXT MEETING: MONDAY, MARCH 11, 2024 – SHASTA MIDDLE SCHOOL

- A. School Presentation: Shasta Middle School
- B. Student Representative Reports: KHS and WHS
- C. Long Range Plan: Planning Team Representatives
- D. Financial Statement: Andrea Belz
- D. Superintendent’s Report
- E. Board Policies Up for Periodic Review

ADJOURNMENT

There being no further business to bring before the Board, Chair Zygaitis adjourned the meeting at 8:47 p.m.

Clerk – Kraig Sproles

jcb

Chair – Robin Zygaitis

	Actuals March 2024	Actual %	Projected %	Actuals YTD	Actual %	Projected %	Projected 2023-2024 Totals	Adopted 2023-2024 Totals
General Fund Operations (Fund 100)								
Revenues							65,367,354	62,361,914
Expenditures								
Salaries	2,933,950	8.67%	8.51%	21,696,743	64.09%	61.80%	34,488,437	33,854,519
Employee payroll costs & benefits	1,844,083	8.47%	8.57%	13,510,686	62.04%	61.69%	21,506,301	21,775,662
Purchased services	1,145,166	20.33%	7.95%	4,046,193	71.85%	63.06%	5,631,676	5,631,676
Supplies	386,105	18.64%	7.23%	1,558,037	75.22%	71.09%	1,771,316	2,071,316
Capital outlay	26,051	10.42%	30.28%	87,983	35.19%	63.46%	185,443	250,000
Insurance/Dues/Other	2,493	0.26%	0.60%	964,776	100.00%	100.28%	964,791	964,791
Interfund Transfers	-	0.00%	0.00%	583,159	39.83%	15.86%	1,763,950	1,463,950
Total Expenditures	6,337,848			42,447,578			66,311,914	66,011,914
				Beginning Fund Balance (unaudited)			11,650,000	9,650,000
				Operating Income / (Deficit)			(944,560)	(3,650,000)
				Estimated Ending Fund Balance			10,705,440	6,000,000
				Ending Fund Balance as Percentage of Expenditures			16.14%	

Elementary & Secondary School Emergency Relief (ESSER III)

Expenditures								
Salaries	131,640			1,042,777			1,653,705	
Employee payroll costs & benefits	90,670			692,339			1,124,339	
Purchased services	32,342			339,806			475,461	
Supplies	8,931			64,385			153,591	
Insurance/Dues/Other	197			2,101			2,101	
	<u>263,779</u>			<u>2,141,408</u>			<u>3,409,197</u>	<u>3,514,764</u>

Student Investment Account (SIA)

Expenditures								
Salaries	255,150			1,677,222			3,119,149	3,222,733
Employee payroll costs & benefits	154,000			1,003,591			1,817,646	1,811,329
Purchased services	10,875			19,931			96,000	-
Supplies	13,276			53,978			129,500	129,500
Insurance/Dues/Other	480			990			510	-
	<u>433,781</u>			<u>2,755,711</u>			<u>5,162,805</u>	<u>5,163,562</u>

High School Success (HSS - M98)

Expenditures								
Salaries	91,948			425,475			727,917	784,730
Employee payroll costs & benefits	37,799			251,321			434,899	514,538
Purchased services	3,000			8,713			8,713	-
Supplies	7,243			183,388			284,458	157,973
Capital outlay	-			-			-	-
Insurance/Dues/Other	-			593			593	-
	<u>139,989</u>			<u>869,490</u>			<u>1,456,580</u>	<u>1,457,241</u>

Bethel School District #52
2021 GO Bond \$99.3 Million PAR
As of March 31, 2024

	2023-24	
	Actuals	Projections
Beginning Fund Balance 7-1-2023	\$ 67,222,590.52	
Interest Earnings	\$ 648,350.97	
OSCIM Bond Sale Matching Grant	\$ 6,065,898.00	
Total Resources	\$ 73,936,839.49	
Projects:		
Bond Administration and Issuance costs	\$ 186,926.06	\$ 379,945.99
WHS Vocational Arts Building	\$ 6,216,351.25	\$ 3,310,128.53
New Maintenance Building	\$ -	\$ 889,759.42
New Cascade Middle School	\$ 18,479,497.87	\$ 20,438,135.97
Vocational Classrooms at Kalapuya	\$ 72,747.22	\$ -
CTE Building Project at KHS	\$ -	\$ 82,255.09
Technology Funds	\$ -	\$ 1,278,505.79
Lifeskills remodel at Clear Lake and Shasta	\$ -	\$ -
Ameresco	\$ -	\$ 15,000.00
District-wide Security Upgrades	\$ 580,873.83	\$ 4,005,464.03
Critical Infrastructure Projects	\$ 605,963.13	\$ 3,049,500.00
Add new Covered Play Structure	\$ -	\$ -
Textbooks and Curriculum	\$ 311,867.14	\$ 1,792,020.55
Replacement of roofs	\$ 909,136.36	\$ 504,195.46
Baseball field lighting	\$ -	\$ 548,933.95
Total Requirements	\$ 27,363,362.86	\$ 36,293,844.78
Balance Remaining	\$ 46,573,476.63	\$ (36,293,844.78)

Unallocated Bond Balance \$ 10,279,631.85
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BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Board Member Standards of Conduct**

Policy Number: **BBF** Effective Date: **5/2024**

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

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

Date of Next Review: **5/2027**

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~~ a report ~~by telephone or otherwise~~ to the local Department of Human Services (DHS) ¹, ~~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 \(2019\)](#)

¹ How to report abuse or neglect: [Oregon DHS](#). Call 855-503-SAFE (7233).

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: Qualifications and Duties of the School Superintendent

Policy Number: CBA Effective Date: 5/2024

Date of Original Policy and Revisions: 9/85, 6/91, 9/94, 11/99, 10/05, 10/08, 10/10, 5/13, 1/16, 10/19

Cancels Policy No.: CE Dated: 9/85

Date of Next Review: 5/2027

POLICY

Performance Responsibilities

The Superintendent:

1. Serves as chief executive officer of the Board except as otherwise provided by law; assists in making rules in accordance with law and Board policies, and decides all matters of administrative and supervisory detail in connection with the operation and maintenance of the schools;
2. Directs the development of policies for approval by the Board, delegating such responsibility to associates and subordinates as deemed desirable;
3. Attends all meetings of the Board, except when excused, and takes part in the deliberations, but does not vote;
4. Assists the Board in reaching sound judgments, establishing policies and approving those matters which the law requires the Board to approve, places before the Board necessary and helpful facts, comparisons, investigations, information and reports and makes available the personal advice on special or technical matters by those persons who are qualified to furnish it;
5. Implements Board policy;
6. Makes periodic and annual reports concerning the operation of the District;
7. Recommends the appointment, assignment, transfer, promotion, demotion, discharge and/or suspensions of any employees of the Board below the rank of Superintendent as provided by law and Board policies, with such recommendations reported to the Board for approval;
8. Directs the professional supervisory staff in visits to the school under his/her charge; through this staff, directs, assigns and assists teachers and all other educational employees in the performance of their duties; classifies, assigns, and controls the promotion of students; and performs such other duties as the Board determines;
9. Directs the work of the professional staff in evaluating curriculum and textbooks and/ upon the basis of such study, makes recommendations to the Board;
10. Supervises the establishment or modification of school attendance and transportation area boundaries subject to Board approval;
11. Directs the preparation of an annual budget showing the estimated receipts and disbursements necessary to cover the needs of the district for the ensuing fiscal year and submits this estimate to the Board in accordance with law;

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

12. Approves and directs, in accordance with law and Board regulations, purchases and expenditures, within the limits of the budget;
13. Exercises leadership in directing studies of sites and buildings, considering the population trend and the educational and cultural needs of the district, to ensure timely decisions by the Board and electorate regarding construction and renovation projects;
14. Represents the District in dealings with other school systems, social institutions, business firms, government agencies and the general public;
15. Keeps the public informed about modern educational practices, educational trends, and the practices and problems in the district; and,
16. Exercises general supervision over operation of the District that includes, but not limited to:
 - a. Personnel – nomination, assignment, transfer, promotion, non-renewal, non-extension, dismissal, etc.
 - b. Staff development – in-service, training, etc.
 - c. Curriculum and instruction – development, evaluation, etc.
 - d. Health services – planning and operation
 - e. Special education – planning and operation
 - f. Extra-curricular programs – planning and operation
 - g. Transportation – planning and operation
 - h. Safety and equity programs – planning and operation

The specific enumeration of the Superintendent's duties as detailed above will not act to limit the School Board's authority and responsibility.

Recruitment and appointment of the Superintendent

When it becomes necessary to replace the Superintendent, the Board of Education will establish appropriate methods and procedures for hiring of a new Superintendent. The selection of a new Superintendent will be approved by the School Board.

Training and Qualifications

The District Board will determine the specific qualifications necessary (personal, educational background, licensure, and experience) at such time as hiring a Superintendent of Schools is to commence.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

[ORS 327.133](#)
[ORS 332.075](#)
[ORS 332.405](#) – [332.427](#)
[ORS 332.515](#)
[ORS 342.140](#)

[ORS 342.173](#)
[ORS 342.850](#)
[ORS 342.175](#)
[ORS 342.125](#)
[OAR 581.22](#) 102 to [581.22](#) 807

[OAR 584-020-0000](#) – [00450035](#)
[OAR 584.36](#) 051 to [584.36](#) 053
[OAR 584-046-00053](#) to [-0350024](#)
[OAR 584.48](#) 085 to [584.48](#) 102
[OAR 584.36](#) 040

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

[ORS 342.143](#)

[~~OAR 581.23-006~~](#)

[~~OAR 584.36-035 \(1\)~~](#)

[OAR 584-080-0151](#)

[OAR 584-080-0152](#)

[OAR 584-080-0161](#)

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BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Evaluation of the Superintendent**

Policy Number: **CBG** Effective Date: **5/2024**

Date of Original Policy and Revisions: **5/24**

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

Date of Next Review: **5/2027**

POLICY

The Board will formally evaluate the Superintendent's job performance at least once each year. The evaluation will be based on the Superintendent's job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the Superintendent and/or the Board.

Additional criteria for the evaluation, if any, will be developed at a public Board meeting prior to conducting the evaluation. The Superintendent will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the Superintendent and their performance will be conducted in an executive session, unless the Superintendent requests a session open to the public. Such an executive session will not include a general evaluation of any District goal, objective or operation. Results of the evaluation will be written and placed in the Superintendent's personnel file.

At the Board's discretion, it may notify the Superintendent in writing of specific areas to be remedied, and the Superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the Superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the Superintendent pursuant to the Superintendent's employment contract and state law and rules. In those situations where the Superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

[ORS 192.660\(2\), \(8\)](#)

[OAR 581-022-2405](#)

[ORS 332.107](#)

[ORS 332.505](#)

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

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

Subject: Evaluation of Administrators

Policy Number: CCG Effective Date: 5/2024

Date of Original Policy and Revisions: 6/13, 1/16, 10/18, 6/22

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

Date of Next Review: 5/2027

POLICY

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

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

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

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

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

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

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

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

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

An evaluation using the administrator standards must attempt to:

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

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

REPORTS

None.

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

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

ORS 192.660(2),(8)	ORS 342.513	OAR 581-022-2405
ORS 342.120	ORS 342.850	OAR 581-022-2410
ORS 332.505	ORS 342.856	OAR 581-022-2420
ORS 342.815		ORS 342.850

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

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BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Safety Threats**

Policy Number: **EBCA** Effective Date: **5/2024**

Date of Original Policy and Revisions: **5/24**

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

Date of Next Review: **5/2027**

POLICY

“Safety threat action” means a lockdown, lockout, shelter in place or evacuation that: (a) is initiated by a school in response to a safety threat; and (b) is not a planned drill.

When a school or the District initiates a safety threat action, the school or District shall issue an electronic communication as expeditiously as possible and not later than 24 hours after initiation of the safety threat action. The communication will be issued in culturally appropriate languages to effectively communicate with parents and guardians of students attending the school at which the safety threat action occurred.

The communication must include:

1. A general description of the issue that caused the safety threat action to be taken;
2. The duration of time the safety threat action was taken, from when the action was initiated until when it concluded;
3. Actions taken by the school or District to resolve the situation that caused the safety threat action and actions taken to protect student safety; and
4. An explanation of how the situation was resolved.

The communication shall be provided in a manner which communicates relevant facts and details as may be necessary or useful for parents and guardians to understand any potential threats to student safety, and to assist parents and guardians in helping students understand and mentally process the incident and any resulting trauma.

A communication will also be issued to employees of the school at which the safety threat action occurred, and must include the same information as above and any additional information as may be permitted by relevant confidentiality and privacy requirements.

The Board may use Oregon Revised Statute (ORS) 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the District.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

[ORS 192.660\(2\)\(k\)](#)
[ORS 332.107](#)
[ORS 339.324](#)

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: Sexual Harassment

Policy Number: GBN/JBA Effective Date: 5/2024

Date of Original Policy and Revisions: 11/20, 3/24

Cancels Policy No.: GBN Dated: 12/18

Date of Next Review: 5/2027

POLICY

The District is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the District. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The District processes complaints or reports of sexual harassment under Oregon Revised Statute (ORS) 342.700 et. al. and federal Title IX laws found in Title 34 C.F.R. Part 106. Individual complaints may require both of these procedures, and may involve additional complaint procedures.

General Procedures

When information, a report or complaint regarding sexual harassment is received by the District, the District will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures should be processed simultaneously (*see* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure and GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure). The District may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures¹.

OREGON DEFINITION AND PROCEDURES

Oregon Definition

Sexual harassment of students, staff members or third parties² shall include:

1. A demand or request for sexual favors in exchange for benefits;
2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:

¹ Common complaint procedures that may also be involved include: Nondiscrimination (Board policy AC), Workplace Harassment (Board policy GBEA), Harassment, including Intimidation, Bullying, Hazing, Menacing, Cyberbullying, Teen Dating Violence/Domestic Violence – Student (Board policy JFCF), and Reporting Requirements for Suspected Sexual Conduct with Students (Board policy GBNA/JHFF)

² “Third party” means a person who is not a student or a school or District staff member and who is: 1) on or immediately adjacent to school grounds or District property; 2) At a school-sponsored activity or program; or 3) Off school grounds or District property if a student or a school or District staff member acts toward the person in a manner that creates a hostile environment for the person while on school or District property, or at a school- or District-sponsored activity.

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BOARD OF EDUCATION POLICY STATEMENT**

- a. Interferes with a student’s educational activity or program;
 - b. Interferes with a school or District staff member’s ability to perform their job; or
 - c. Creates an intimidating, offensive or hostile environment.
3. Assault when sexual contact occurs without the student’s, staff member’s or third party’s consent because the student, staff member or third party is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats consent³.

Sexual harassment does not include conduct that is necessary because of a job duty of a school or District staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the conduct is not the product of sexual intent or a person finding another person, or another person’s actions, offensive because of that other person’s sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials; sexual gestures or obscene jokes; touching oneself sexually or talking about one’s sexual behaviors in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

Oregon Procedures

Reports and complaints of sexual harassment should be made to the following individual(s):

Name	Position	Phone	Email
Remie Calalang	Assistant Superintendent	(541) 689-3280	remie.calalang@bethel.k12.or.us

These This individual(s) are is responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. The Equity Director This person is also designated as the Title IX Coordinator. See GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure.

Response

Any staff member who becomes aware of behavior that may violate this policy shall report to a District official. The District official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

- 1. Student is protected and to promote a nonhostile learning environment;
- 2. Staff member is protected and to promote a nonhostile work environment; or
- 3. Third party who is subjected to the behavior is protected and to promote a nonhostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the

³ “Without consent” means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the District official.

Any student or staff member who feels they are a victim of sexual harassment ~~are~~ **is** encouraged to immediately report their concerns to District officials, this includes officials such as the principal, compliance officer or Superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate District official.

Investigation

All reports and complaints about behavior that may violate this policy shall be investigated. The District may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;
2. Interviews with witnesses;
3. Review of video surveillance;
4. Review of written communications, including electronic communications;
5. Review of any physical evidence; and
6. Use of third-party investigator.

The District will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The District may take, but is not limited to, the following procedures and remedial action to address and stop sexual harassment:

1. Discipline of staff and students engaging in sexual harassment;
2. Removal of third parties engaged in sexual harassment;
3. Additional supervision in activities;
4. Additional controls for District electronic systems;
5. Trainings and education for staff and students; and
6. Increased notifications regarding District procedures and resources.

When a student or staff member is harassed by a third party, the District will consider the following:

1. Removing that third party's ability to contract or volunteer with the District, or be present on District property;
2. If the third party works for an entity that contracts with the District, communicating with the third party's employer;

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

3. If the third party is a student of another District or school, communicate information related to the incident to the other District or school;
4. Limiting attendance at District events; and
5. Providing for additional supervision, including law enforcement if necessary, at District events.

No Retaliation

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

1. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or
2. Any terms or conditions of employment or of work or educational environment of a school or District staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the District's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

Notice

When a person⁴ who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the District shall provide written notification to the following:

1. Each reporting person;
2. If appropriate, any impacted person who is not a reporting person;
3. Each reported person; and
4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include⁵:

1. Name and contact information for all persons designated by the District to receive complaints;

⁴ Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the District should consider when to contact the person's parent.

⁵ Remember confidentiality laws when providing any information.

**BETHEL SCHOOL DISTRICT #52
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2. The rights of the person that the notification is going to;
3. Information about the internal complaint processes available through the school or District that the person who filed the complaint may pursue, including the person designated for the school or District for receiving complaints and any timelines.
4. Notice that civil and criminal remedies that are not provided by the school or District may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;
5. Information about services available to the student or staff member through the school or District, including any counseling services, nursing services or peer advising;
6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or District;
7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:
 - a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
 - b. For the reported persons, information about and contact information for state and community-based mental health services.
8. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the District's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and
9. Prohibition of retaliation.

Notification, to the extent allowable under state and federal student confidentiality laws, must be provided when the investigation is initiated and concluded. The notification at the conclusion must include whether a violation of the policy was found to have occurred.

The notice must:

1. Be written in plain language that is easy to understand;
2. Use print that is of a color, size and font that allows the notification to be easily read; and
3. Be made available to students, students' parents, staff members and member of the public at each office, at the District office and on the website of the school or District.

FEDERAL DEFINITION AND PROCEDURES

Federal Definition

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

1. An employee of the District conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity⁶;
3. "Sexual assault": an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
4. "Dating violence": violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship;
5. "Domestic Violence": felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction; or
6. "Stalking": engaging in a course of conduct directed at a specific person that would cause a reasonable person fear for the person's own safety or the safety of others, or suffer substantial emotional distress.

This definition only applies to sex discrimination occurring against a person who is a subject of this policy in the United States. A District's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX.

Federal Procedures

The District will adopt and publish grievance procedures that provide for the prompt and equitable resolution of the student and employee complaints alleging any action that would be prohibited by this policy. See GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure.

Reporting

Any person may report sexual harassment. This report may be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. The report can be made at any time.

The ~~Equity Director~~ Assistant Superintendent is designated as the Title IX Coordinator and can be contacted at (541) 689-3280. The Title IX Coordinator will coordinate the District's efforts to comply with its responsibilities related to this AR. The District prominently will display the contact information for the Title IX Coordinator on the District website and in each handbook.

⁶ "Education program or activity" includes locations, events, or circumstances over which the recipient exercised substantial control over both the respondent and the context in which the sexual harassment occurs." (Title 34 C.F.R. § 106.44(a))

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Response

The District will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.⁷ The District shall treat complainants and respondents equitably by providing supportive measures⁸ to the complainant and by following a grievance procedure⁹ prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

The Title IX Coordinator must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes, with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.¹⁰

If after an individualized safety and risk analysis, it is determined that there is an immediate threat to the physical health or safety of any person, an emergency removal of the respondent can take place.¹¹ The District must provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. A non-student employee may also be placed on non-disciplinary administrative leave pending the grievance process.

Notice

The District shall provide notice to all applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the District of the following:

1. The name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator(s);
2. That the District does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX. This includes admissions and employment; and

⁷ (Title 34 C.F.R. §106.44(a)) Response cannot be deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

⁸ (Title 34 C.F.R. § 106.44(a)) Supportive measures means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or deter sexual harassment.⁸ The District must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures. (Title 34 C.F.R. § 99.30(a))

⁹ This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

¹⁰ The Title IX Coordinator may also discuss that the Title IX Coordinator has the ability to file a formal complaint.

¹¹ The District may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the District will respond.

No Retaliation

Neither the District or any person may retaliate¹² against an individual for reporting, testifying, providing evidence, being a complainant, otherwise participating or refusing to participate in any investigation or process in accordance with this procedure. The District must keep confidential the identity of parties and participating persons, except as disclosure is allowed under Family Educational Rights and Privacy Act (FERPA), as required by law, or to carry out the proceedings herein. Complaints of retaliation may be filed using these procedures.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding does not constitute retaliation.

Publication

This policy shall be made available to students, parents of students and staff members. This policy and contact information for the Title IX Coordinator shall be prominently published in the school student handbook and on the District website. This policy shall also be made available at each school office and at the District office. The District shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any person upon request.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

Legal Reference(s):

[ORS 243.706](#)
[ORS 332.107](#)
[ORS 342.700](#)
[ORS 342.704](#)
[ORS 342.708](#)
[ORS 342.850](#)
[ORS 342.865](#)
[ORS 659.850](#)
[ORS 659A.006](#)
[ORS 659A.029](#)
[ORS 659A.030](#)

[OAR 581-021-0038](#)
[OAR 584-020-0040](#)

¹² Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).

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BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Suspected Abuse of a Child Reporting Requirements**

Policy Number: **GBNAB/JHFE** Effective Date: **5/2024**

Date of Original Policy and Revisions: **9/96, 5/00, 12/05, 2/08, 6/09, 11/10, 1/12, 1/13, 4/18, 1/20, 11/21**

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

Date of Next Review: **5/2027**

POLICY

Any District employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse¹ shall ~~orally report or cause an oral report~~ immediately ~~by telephone or otherwise to the local office of~~ make a report to the Oregon Department of Human Services (DHS) ~~or its designee~~ through the centralized child abuse reporting system² or to ~~the~~ a law enforcement agency within the county where the person making the report is located at the time of the contact ~~pursuant to Oregon Revised Statute (ORS) 419B.010~~. Any District employee who has reasonable cause to believe that **any person**³ with whom the employee is in contact has abused a child shall immediately report ~~or cause a report to be made~~ in the same manner ~~described above~~ to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact ~~pursuant to ORS 419B.010~~.

~~If known,~~ The report shall ~~must~~ contain, ~~if known,~~ the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

Abuse of a child by District employees, contractors⁴, agents⁵, volunteers⁶, or students is prohibited and will not be tolerated. All District employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative regulations.

Any District employee who has reasonable cause to believe that another District employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another District employee, contractor, agent, volunteer or student shall immediately report such to ~~the Oregon Department of Human Services (DHS) or its designee~~ through its centralized child abuse reporting system or ~~the local~~ to a law enforcement agency ~~pursuant to ORS 419B.015~~, and to ~~the~~ a designated licensed administrator.

¹ Includes the neglect of a child; abuse is defined in ORS 419B.005.

² How to report abuse or neglect: [Oregon DHS](#). Call 855-503-SAFE (7233)

³ "Person" could include adult, student or other child.

⁴ "Contractor" means a person providing services to the District under a contract in a manner that requires the person to have direct, unsupervised contact with students.

⁵ "Agent" means a person acting as an agent for the District in a manner that requires the person to have direct, unsupervised contact with students.

⁶ "Volunteer" means a person acting as a volunteer for the District in a manner that requires the person to have direct, unsupervised contact with students.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

The District will designate a licensed administrator and an alternate licensed administrator, in the event that the designated licensed administrator is the suspected abuser, for each school building to receive reports of suspected abuse of a child by District employees, contractors, agents, volunteers or students.

If the Superintendent is the alleged perpetrator the report shall be submitted to the Assistant Superintendent who shall also report to the Board chair.

The District will post the names and contact information of the designees for each school building, in the respective school, designated to receive reports of suspected abuse and the procedures in ~~JHFE/GBNAB/JHFE~~-AR(1) - Reporting of Suspected Abuse of a Child the designee will follow upon receipt of a report, the contact information for making a report to local law enforcement and or the local centralized child abuse reporting system of DHS office or its designee, and a statement that this duty to report suspected abuse is in addition to the requirements of reporting to a designated licensed administrator.

When a designee receives a report of suspected abuse, the designee will follow procedure established by the District and set forth in administrative regulation ~~JHFE/GBNAB/JHFE~~-AR(1) - Reporting of Suspected Abuse of a Child. All such reports of suspected abuse will be reported to a law enforcement agency or DHS, or its designee, for investigation, and the agency will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged abuser.

When there is reasonable cause to support a report, a District employee suspected of abuse shall be placed on paid administrative leave pending an investigation and the District will take necessary actions to ensure the student's safety. When there is reasonable cause to support a report, a District contractor, agent or volunteer suspected of abuse shall be removed from providing services to the District and the District will take necessary actions to ensure the student's safety.

The District will notify the person, as allowed by state and federal law, who was subjected to the suspected abuse about any actions taken by the District as a result of the report.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

The initiation of a report in good faith, pursuant to this policy, may not adversely affect any terms or conditions of employment or the work environment of the person initiating the report or who may have been subjected to abuse. If a student initiates a report of suspected abuse of a child by a District employee, contractor, agent, volunteer or student, in good faith, the student will not be disciplined by the District or any District employee, contractor, agent or volunteer. Intentionally making a false report of abuse of a child is a Class A violation.

The District shall provide information and training each school year to District employees on the prevention and identification of abuse, the obligations of District employees under ORS 339.388 and ORS 419B.005 - 419B.050 and as directed by Board policy to report suspected abuse of a child, and appropriate electronic communications with students. The District shall make available each school year the training described above to contractors, agents, volunteers, and parents and legal guardians of students attending District-operated schools, and will be made available separately from the training provided to District employees. The District shall provide each school year information on the prevention and identification of abuse, the obligations of District employees under Board policy to report abuse, and appropriate electronic communications with students to contractors, agents and volunteers. The District shall make available each school year training that is designed to prevent abuse to students attending District-operated schools.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

The District shall provide to a District employee at the time of hire, or to a contractor, agent, or volunteer at the time of beginning service for the District, the following:

1. A description of conduct that may constitute abuse;
2. A description of the investigatory process and possible consequences if a report of suspected abuse is substantiated; and
3. A description of the prohibitions imposed on District employees, contractors, and agents when they attempt to obtain a new job, as provided under ORS 339.378. A District employee, contractor or agent will not assist another District employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable or probable cause to believe the District employee, contractor or agent engaged in abuse, unless criteria found in ORS 339.378(2)(c) are applicable.

Nothing in this policy prevents the District from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The District shall make available to students, District employees, contractors, agents, and volunteers a policy of appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the District will be appropriate and only when directed by District administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use District e-mail, using mailing lists and/or other internet messaging approved by the District to a group of students rather than individual students or as directed by District administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the District is strongly discouraged.

The Superintendent shall develop administrative regulations as are necessary to implement this policy and to comply with state law.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

[ORS 339.370](#) - [ORS 339.400](#)

[ORS 418.257](#) - [418.259](#)

[ORS 419B.005](#) to [419B.050](#)

[OAR 581-022-2205](#)

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009); vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F. 1201 (9th Cir. 2011).
~~Senate Bill 51 (2021).~~

[Bethel Administrative Rule ~~JHFE~~/GBNAB/~~JHFE~~: Reporting of Suspected Abuse of a Child](#)

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GBNAB/JHFE-AR(1). REPORTING OF SUSPECTED ABUSE OF A CHILD

Adopted: 4/2018, 12/2018, 5/2024

Who Reports Reporting

Any district employees having reasonable cause to believe that **any child** with whom the employee comes in contact has suffered abuse¹, ~~or that any person with whom the employee comes in contact has abused a child,~~ shall orally make a report or cause an oral report to be immediately made by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) through the centralized child abuse reporting system² or to a law enforcement agency within the county where the person making the report is at the time of his/her their contact. Any district employee who has reasonable cause to believe that **any person**³ with whom the employee is in contact has abused a child shall immediately report in the same manner.

~~The district employee should also immediately inform his/her supervisor, principal or superintendent. If known, such report shall contain the names and addresses of the child and the parents of the child, or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, the explanation given for the suspected abuse, any other information which the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of a possible perpetrator. The Office of Senior and Disabled Services (Oregon Department of Human Services) or local law enforcement shall be contacted for students with disabilities who are over the age of 18. Any school volunteer having reasonable cause to believe that any child with whom the volunteer comes in contact has suffered abuse is expected to report this belief to the school employee with whom the volunteer works or the school principal.~~

Abuse of a child by District employees will not be tolerated. As District employees are subject to District policy and this accompanying administrative rule, if a District employee is a suspected abuser, reporting requirements remain the same.

The Superintendent or designee shall receive reports of abuse of a child by school employees and specify the procedures to be followed upon receipt of an abuse of a child report.

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to DHS through its centralized child abuse reporting system or to a law enforcement agency, and to a designated licensed administrator or alternate licensed administrator for their school building.

The report must contain, if known, the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of a possible perpetrator.

If the Superintendent is the alleged abuser the report shall be submitted to the Assistant Superintendent who shall refer the report to the Board chair.

¹ Includes the neglect of a child; abuse is defined in ORS 419B.005.

² [How to report abuse or neglect: [Oregon DHS](#). Call 855-503-SAFE (7233)]

³ "Person" could include adult, student or other child.

Bethel School District #52
Administrative Rule

A written record of the abuse report shall be made by the employee reporting the suspected abuse of a student and will include: name and position of the person making the report; name of the student; name and position of any witness; description of the nature and extent of the abuse, including any information which could be helpful in establishing cause of abuse and identity of the abuser; description of how the report was made (i.e., phone or other method); name of the agency and individual who took the report; date and time that the report was made; and name of district administrator who received a copy of the written report.

The written record of the abuse report shall not be placed in the student's educational record. A copy of the written report shall be retained by the employee making the report and a copy shall be provided to the designee that received the report.

When the designee receives a report of suspected abuse of a child by a district employee, and there is reasonable cause to support the report, the District shall place the district employee on paid administrative leave⁴ and take necessary actions to ensure the student's safety. The employee shall remain on leave until DHS or law enforcement determines that the report is substantiated and the District takes the appropriate employment action, or cannot be substantiated or is not a report of abuse and the District determines that either 1) an employment policy was violated and the District will take appropriate employment action against the employee, or 2) an employment policy has not been violated and no action is required by the District against the employee.

When the designee receives a report of suspected abuse by a contractor, agent or volunteer, the District may prohibit the contractor, agent or volunteer from providing services to the District. If the District determines there is reasonable cause to support the report of suspected abuse, the District shall prohibit the contractor agent or volunteer from providing services. The district may reinstate the contractor, agent or volunteer, and such reinstatement may not occur until such time as a report of suspected abuse has been investigated⁵ and a determination has been made by law enforcement or DHS that the report is unsubstantiated.

The written record of each reported incident of abuse of a child, action taken by the District and any findings as a result of the report shall be maintained by the District.

If, following the investigation, the District decides to take an employment action, the District will inform the district employee of the employment action to be taken and provide information about the appropriate appeal process. The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement

If the District is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, a record of the findings of the substantiated report and the employment action taken by the District will be placed in the records on the school employee maintained by the District. Such records created are confidential and not public records as defined in Oregon Revised Statute (ORS) 192.311, however the District may use the record as a basis for providing information required to be disclosed about a district employee under ORS 339.378(1). The District will notify the employee that information about substantiated reports may be disclosed to a potential employer.

⁴ The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

⁵ The District will investigate all reports of suspected abuse, unless otherwise requested by DHS or law enforcement pursuant to law.

Bethel School District #52
Administrative Rule

Content of Report

A written record of the abuse report shall be made by the employee suspecting the abuse of a child. The written record will be made using the district's abuse reporting form, which includes at a minimum:

1. ~~The name and position of the person making the report;~~
2. ~~The names and addresses of the child and of the parents of the child or other persons responsible for the child's care and the age of the child;~~
3. ~~The name and position of any witness to the report;~~
4. ~~A description of the nature and extent of the abuse, including any information which could be helpful in establishing cause of abuse and identity of the abuser;~~
5. ~~A description of how the report was made (i.e., phone or other method);~~
6. ~~The name of the agency and individual who took the report;~~
7. ~~The date and time that the report was made; and~~
8. ~~The names of persons who received a copy of the written report.~~

The written record of the abuse report shall not be placed in the student's educational record. The school district shall maintain records of each reported incident of abuse of a child, action taken by the school district, and any findings as a result of the report.

When the district receives a report of suspected abuse of a child by one of its employees, and the Human Resources Director determines that there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave until DHS or a law enforcement agency either: 1) determines that the report is unfounded or that the report will not be pursued; or 2) determines that the report is founded and the education provider takes the appropriate disciplinary action against the district employee. If DHS or a law enforcement agency is unable to determine whether the abuse of a child occurred, the district may either reinstate the employee or take disciplinary action at the district's discretion.

Definitions

1. Oregon law recognizes these types of abuse defines "abuse" in ORS 419B.005(1):
 - a. ~~Physical;~~
 - b. ~~Neglect;~~
 - e. ~~Mental injury;~~
 - d. ~~Threat of harm;~~
 - e. ~~Sexual abuse and sexual exploitation.~~
2. "Child" means an unmarried person who is under 18 years of age or is a child in care, as defined in ORS 418.257.
3. A "substantiated report" means a report of abuse that a law enforcement agency or DHS determines is founded.

Confidentiality of Records

6/09, 11/10, 1/13, 7/14, 4/18, 12/18, 5/24

Bethel School District #52
Administrative Rule

The name, address and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

Upon request from law enforcement or DHS the District shall immediately provide requested documents or materials to the extent allowed by state and federal law.

~~The disciplinary records of a district employee or former district employee convicted of a crime listed in Oregon Revised Statute (ORS) 342.143 are not exempt from disclosure under ORS 192.501 or 192.502. Therefore, if a district employee or former employee is convicted of a crime listed in ORS 342.143, the district that is or was the employer of that employee when the crime was committed shall disclose the disciplinary records of the employee to any person upon request. However, prior to the disclosure of a disciplinary record the district shall remove any personally identifiable information from the record that would disclose the identity of a child, a crime victim or a district employee who is not the subject of the disciplinary record.~~

Failure to Comply

Any district employee who fails to report suspected abuse of a child as provided by Policy JHFE ~~this policy~~ and the prescribed Oregon law; commits a violation punishable by law. A district employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. If an employee fails to report suspected abuse of a child or fails to maintain confidentiality of records as required by ~~this policy or this administrative regulation~~, the employee will be disciplined up to and including dismissal.

Cooperation with Investigator

The district staff shall make every effort in suspected abuse of a child cases to cooperate with investigating officials as follows:

1. Any investigation of abuse of a child will be directed by the DHS or law enforcement officials; as required by law. DHS or law enforcement officials wishing to interview a student shall present themselves at the school office and contact the school administrator; unless the school administrator is the subject of the investigation. When an administrator ~~or designee~~ is notified that the DHS or law enforcement would like to interview a student at school, the administrator must request that the investigating official fill out the appropriate form (see ~~GBNAB/JHFE-AR(2)~~ - Abuse of a Child Investigations Conducted on District Premises). The administrator or designee should not deny the interview based on the investigator's refusal to sign the form. If the student is to be interviewed at the school, the administrator or designee shall make a private space available. The administrator or designee of the school may, at the discretion of the investigator, be present to facilitate the interview. If the investigating official does not have adequate identification, the administrator shall refuse access to the student.

Law enforcement officers wishing to remove a student from the premises shall present themselves at the office and contact the administrator or designee. ~~The officer~~ law enforcement official shall sign the student out ~~on a form to be provided by the school~~ in accordance with District procedures;

2. When the subject matter of the interview or investigation is identified to be related to suspected abuse of a child, district employees shall not notify parents ~~or anyone else other than DHS or law enforcement agency and any school employee necessary to enable the investigation;~~

Bethel School District #52
Administrative Rule

3. The ~~principal or representative~~ administrator or designee shall advise the investigator of any conditions of disability prior to any interview with the affected child;
4. District employees are not authorized to reveal anything that transpires during an investigation in which the employee participates, nor shall the information become part of the student's education records, except that the employee may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.

Nothing prevents the District from conducting its own investigation, unless another agency requests to lead the investigation or requests the District to suspend their investigation, or taking an employment action based on information available to the District before an investigation conducted by another agency is completed. The District will cooperate with agencies assigned to conduct such investigations.

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GBNAB/JHFE-AR(2). REPORTING OF SUSPECTED ABUSE OF A CHILD

Adopted: 4/2018, 12/2018, 5/2024

Abuse of a Child Abuse Investigations Conducted on District Premises

The Department of Human Services (DHS) or a law enforcement agency has the authority to conduct an investigation of a report of child abuse on school premises according to Oregon Revised Statute (ORS) 419B.045. The school administrator or designee must be notified that the investigation is to take place, unless the administrator is a subject of the investigation. The investigator is not required to reveal information about the investigation to the school as a condition of conducting the investigation.

After the investigator provides adequate identification, school staff shall allow access to the child and provide a private space for conducting the interview. The investigator shall be advised by a school administrator or a school staff member of a child's relevant disabling conditions, if any, prior to any interview with the child. The school administrator or designee may, at the investigator's discretion, be present to facilitate the investigation.

School staff may only notify DHS, the law enforcement agency, or school employees that are necessary to enable the investigation. School staff may not notify any other persons, including the child's parent(s) or guardian(s).

Investigator Name (Printed)

Name of Agency

Name of Worker's/Investigator's Supervisor

Supervisor Contact Information

Investigator Position and Badge or ID Number

Student Name

School

Investigator Signature

Date

Investigator refused to sign. District staff should not deny entry based on refusal to sign.

FOR COMPLETION BY DISTRICT STAFF

- Student not available for interview
- Student refused to be interviewed
- Administrator participated in interview

Name of Administrator Notified

Name of Office Staff Involved

Name of Participating Administrator

This form should be placed in a separate secure file and not in the student's file.

Copy sent to ~~Special~~ Student Services Director

6/09, 11/10, 1/13, 7/14, 4/18, 12/18, 5/24

Please send copy to ~~Special~~ Student Services Director

Administrative Rule **(2)** GBNAB/JHFE

Page 1 of 1

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

Subject: Records Checks and Fingerprinting

Policy Number: GCDA/GDDA Effective Date: 5/2024

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, 6/22, 2/24

Cancels Policy No.: GBO Dated: NA

Date of Next Review: 5/2027

POLICY

In a continuing effort to ensure the safety and welfare of students and staff, the District shall require all newly hired full time and part time employees¹ not requiring licensure under Oregon Revised Statute (ORS) 342.223 to 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 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.

Pursuant to state law, a criminal records check or fingerprint based criminal records checks shall be required of the following individuals²:

1. ~~All individuals employed as or by a contractor, whether employed part time or full time, and considered by the District to have direct, unsupervised contact with students;~~
2. ~~Any community college faculty member providing instruction at the site of an early childhood education program, 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;~~
3. ~~Any individual who is an employee of a public charter school and not requiring licensure under ORS 342.223; and~~
4. ~~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 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. _____

¹ 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).

² 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

~~The procedure for processing fingerprint collection is further outlined in GCDA/GDDA AR—Criminal Records Checks and Fingerprinting.~~

~~Collection of fingerprint information for a subject individual shall be processed only after the 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.~~

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

~~A volunteer who knowingly made a false statement 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 jurisdiction or in Oregon under a different statutory name or number may result in immediate termination from the ability to volunteer in the District.~~

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

APPEALS

~~A subject 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 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.~~

In a continuing effort to ensure the safety and welfare of students and staff, the District shall require certain individuals to submit to a criminal records check and fingerprinting as required by law. This includes employees, contractors, volunteers and others.

Requirements for Employees

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All newly hired employees³ not identified under Oregon Revised Statutes (ORS) 342.223⁴ are required to submit to a criminal records check and fingerprinting as required by law. A newly hired employee is not subject to fingerprinting if the District has evidence on file that the person successfully completed a state and national criminal records check for a previous employer that was a school district⁵ or private school, and has not resided outside the state between the two periods of employment.

An individual shall be subject to the collection of fingerprint information, only after the offer of employment from the District. Fees associated with criminal records checks and fingerprinting for individuals applying for employment with the District and not requiring licensure shall be paid by the individual. An individual may request the fee be withheld from the amount otherwise due the individual. The District will withhold this amount only upon request of the subject individual.

The District may⁶ begin the employment of an individual on a probationary basis before the return and disposition of the required criminal records checks.

When the criminal records check indicates an individual has been convicted of any crimes⁷ prohibiting employment, the individual will not be employed, or if employed will be terminated. When the criminal records check indicates an individual has knowingly made a false statement as to the conviction of any crime, the individual may be employed by the District, or if employed by the District may be terminated. An individual who 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 by the District. Employment termination shall remove the individual from any District policies, collective bargaining provisions regarding dismissal procedures and appeals and the provisions of Accountability for Schools for the 21st Century Law.

Requirements for individuals in positions requiring licensure, certification or registration with Teacher Standards and Practices Commission (TSPC) are outlined in ORS 342.223.

Requirements for Contractors

All individuals employed as or by a contractor and considered by the District to have direct, unsupervised contact with students⁸ or unsupervised access to children are required to submit to a criminal records check and a fingerprint-based criminal records check.

The Superintendent or designee will identify contractors who are subject to such requirements.

³ Any individual hired within the last three months. This 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).

⁴ ORS 342.223 includes teachers, administrators, personnel specialist, school nurses, persons participating in supervised clinical practice experience, practicum or internship as a teacher, administrator or personnel specialist. See statute for details.

⁵ As is defined in OAR 581-021-0510(9); includes school districts, the Oregon School for the Deaf, and educational program under the Youth Corrections Education Program, public charter schools and ESDs.

⁶ Decisions regarding which employees may begin before the return of the required criminal records checks must be made in a nondiscriminatory manner.

⁷ See OAR 581-021-0511(8).

⁸ "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. (OAR 581-021-0510)

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A contractor or an employee of a contractor required to submit to a criminal records check and fingerprinting in accordance with law and Board policy will be terminated from contract status, or withdrawal of offer of contract will be made by the District upon:

1. Refusal to consent to a criminal records check and fingerprinting; or
2. Notification⁹ from the Superintendent of Public Instruction that the individual has a conviction of any crimes listed in ORS 342.143, or the substantial equivalent of any of those crimes if the conviction occurred in another jurisdiction or in Oregon under a different statutory name or number.

A subject individual may be terminated from contract status upon notification from the Superintendent of Public Instruction that the individual has knowingly made a false statement as to the conviction of any crime.

Requirements for Volunteers

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

The service of a volunteer into a position identified by the District as requiring a fingerprint-based criminal records check may begin before the return and disposition of a state and national criminal records check based on fingerprints.

A volunteer that is not likely to have direct, unsupervised contact with students, as determined by the District, will be required to submit to an in-state criminal records check.

A volunteer who knowingly made a false statement on a District volunteer application form or has a conviction of a crime listed in ORS 342.143, or the substantial equivalent of any of those crimes if the conviction occurred in another jurisdiction or in Oregon under a different statutory name or number may result in immediate termination from the ability to volunteer in the District.

A volunteer who refuses to submit, when required, to a criminal records check or a fingerprint-based criminal records check in accordance with law and Board policy will be denied such ability to volunteer in the District.

Requirements for Others

⁹ Prior to making a determination that results in this notification and opportunity for a hearing, the Superintendent of Public Instruction may cause an investigation pursuant to OAR 581-021-0511; involved parties shall cooperate with the investigation pursuant to law.

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Any community college faculty member providing instruction at the site of an early childhood education program, 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 is required to submit to a criminal records check and a fingerprint-based criminal records check.

Any individual who is an employee of a public charter school and not identified under ORS 342.223 is required to submit to a criminal records check and a fingerprint-based criminal records check.

Notification

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

The District will provide the following notification to individuals subject to criminal records checks and fingerprinting:

1. Such criminal records checks and fingerprinting are required by law or Board policy;
2. All employment or contract offers or the ability to volunteer are contingent upon the results of such checks;
3. A refusal to consent to a required criminal records check and fingerprinting shall result in immediate termination from employment or contract status, or the ability to volunteer in the District;
4. A determination by the Oregon Department of Education (ODE) which affects an individual's eligibility to be employed, or contracted with, by the District may be appealed to the Superintendent of Public Instruction under ORS 183.413 – 183.470;
5. An individual determined to have knowingly made a false statement as to the conviction of any crime on District employment applications, contracts or ODE forms (written or electronic) may result in immediate termination from employment or contract status;
6. An individual determined to have been convicted of any crime that would prohibit employment or contract will be immediately terminated from employment or contract status;
7. A volunteer candidate who knowingly made a false statement 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 jurisdiction or in Oregon under a different statutory name or number may result in immediate termination from the ability to volunteer in the District. The District will remove the volunteer from the position allowing direct, unsupervised contact with students.

Processing and Reporting Procedures

Immediately following an offer and acceptance of employment or contract, an individual subject to criminal records checks and fingerprinting shall complete the appropriate forms authorizing such checks and report to an authorized fingerprinter as directed by the District. The District shall send such authorization, any collection of fingerprint information, and the request to ODE pursuant to law.

Fingerprints may be collected by one of the following:

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1. Employing District staff;
2. Contracted agent of employing District;
3. Local or state law enforcement agency; or
4. Statewide vendor identified by the Oregon Department of Administrative Services.

To ensure the integrity of the fingerprinting collection and prevent any compromise of the process, the District will provide the name of the individual to be fingerprinted to the authorized fingerprinter.

The authorized fingerprinter will obtain the necessary identification and fingerprinting and notify ODE of the results. ODE will then review and notify the District of said results as well as the identity of any individual it believes has knowingly made a false statement as to conviction of a crime or has a conviction of a crime prohibiting employment, contract or volunteering.

A copy of the fingerprinting results will be kept by the District. The District's use of criminal history must be relevant to the specific requirements of the position, services or employment.

DRIVER CERTIFICATION AND APPROVAL TO OPERATE DISTRICT-OWNED VEHICLES

All drivers must be certified annually prior to operating District-owned or District-sponsored vehicles, or transporting students in an official capacity to school-sponsored events. Certification is based on the employee's satisfactory driving record.

Potential drivers of District-owned vehicles authorize the District to collect required information to complete a Background Record Check with the Department of Motor Vehicles.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

ORS 181.A.180	ORS 342.143
ORS 181.A.230	ORS 342.223
ORS 326.603	OAR 414-061-0010 to 061-0030
ORS 326.607	OAR 581-021-0510 - 021-0512
ORS 332.107	OAR 581-022-2430
ORS 336.631	OAR 584-050-0012
	OAR 584-050-0100

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et. seq. (2017~~8~~).

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Subject: Sexual Harassment

Policy Number: JBA/GBN Effective Date: 5/2024

Date of Original Policy and Revisions: 11/20, 3/24

Cancels Policy No.: JBA Dated: 1/19

Date of Next Review: 5/2027

POLICY

The District is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the District. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The District processes complaints or reports of sexual harassment under Oregon Revised Statute (ORS) 342.700 et. al. and federal Title IX laws found in Title 34 C.F.R. Part 106. Individual complaints may require both of these procedures, and may involve additional complaint procedures.

General Procedures

When information, a report or complaint regarding sexual harassment is received by the District, the District will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures should be processed simultaneously (*see* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure and GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure). The District may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures¹.

OREGON DEFINITION AND PROCEDURES

Oregon Definition

Sexual harassment of students, staff members or third parties² shall include:

1. A demand or request for sexual favors in exchange for benefits;
2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:

¹ Common complaint procedures that may also be involved include: Nondiscrimination (Board policy AC), Workplace Harassment (Board policy GBEA), Harassment, including Intimidation, Bullying, Hazing, Menacing, Cyberbullying, Teen Dating Violence/Domestic Violence – Student (Board policy JFCF), and Reporting Requirements for Suspected Sexual Conduct with Students (Board policy GBNA/JHFF)

² “Third party” means a person who is not a student or a school or District staff member and who is: 1) on or immediately adjacent to school grounds or District property; 2) At a school-sponsored activity or program; or 3) Off school grounds or District property if a student or a school or District staff member acts toward the person in a manner that creates a hostile environment for the person while on school or District property, or at a school- or District-sponsored activity.

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- a. Interferes with a student’s educational activity or program;
 - b. Interferes with a school or District staff member’s ability to perform their job; or
 - c. Creates an intimidating, offensive or hostile environment.
3. Assault when sexual contact occurs ~~without the student’s, staff member’s or third party’s consent because the student, staff member or third party is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats~~ ³.

Sexual harassment does not include conduct that is necessary because of a job duty of a school or District staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the conduct is not the product of sexual intent or a person finding another person, or another person’s actions, offensive because of that other person’s sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, **physical** touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials; sexual gestures or obscene jokes; touching oneself sexually or talking about one’s sexual behaviors in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

Oregon Procedures

Reports and complaints of sexual harassment should be made to the following individual(s):

Name	Position	Phone	Email
Remie Calalang	Assistant Superintendent	(541) 689-3280	remie.calalang@bethel.k12.or.us

~~These~~ This individual(s) ~~are~~ is responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. ~~The Equity Director~~ This person is also designated as the Title IX Coordinator. See ~~GBN/JBA-JBA/GBN-AR(1)~~ - Sexual Harassment Complaint Procedure.

Response

Any staff member who becomes aware of behavior that may violate this policy shall report to a District official. The District official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

1. Student is protected and to promote a nonhostile learning environment;
2. Staff member is protected and to promote a nonhostile work environment; or
3. Third party who is subjected to the behavior is protected and to promote a nonhostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the

³ “Without consent” means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

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student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the District official.

Any student or staff member who feels they are a victim of sexual harassment ~~are~~ **is** encouraged to immediately report their concerns to District officials, this includes officials such as the principal, compliance officer or Superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate District official.

Investigation

All reports and complaints about behavior that may violate this policy shall be investigated. The District may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;
2. Interviews with witnesses;
3. Review of video surveillance;
4. Review of written communications, including electronic communications;
5. Review of any physical evidence; and
6. Use of third-party investigator.

The District will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The District may take, but is not limited to, the following procedures and remedial action to address and stop sexual harassment:

1. Discipline of staff and students engaging in sexual harassment;
2. Removal of third parties engaged in sexual harassment;
3. Additional supervision in activities;
4. Additional controls for District electronic systems;
5. Trainings and education for staff and students; and
6. Increased notifications regarding District procedures and resources.

When a student or staff member is harassed by a third party, the District will consider the following:

1. Removing that third party's ability to contract or volunteer with the District, or be present on District property;
2. If the third party works for an entity that contracts with the District, communicating with the third party's employer;

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3. If the third party is a student of another District or school, communicate information related to the incident to the other District or school;
4. Limiting attendance at District events; and
5. Providing for additional supervision, including law enforcement if necessary, at District events.

No Retaliation

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

1. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or
2. Any terms or conditions of employment or of work or educational environment of a school or District staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the District's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

Notice

When a person⁴ who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the District shall provide written notification to the following:

1. Each reporting person;
2. If appropriate, any impacted person who is not a reporting person;
3. Each reported person; and
4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include⁵:

1. Name and contact information for all person designated by the District to receive complaints;

⁴ Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the District should consider when to contact the person's parent.

⁵ Remember confidentiality laws when providing any information.

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2. The rights of the person that the notification is going to;
3. Information about the internal complaint processes available through the school or District that the person who filed the complaint may pursue, including the person designated for the school or District for receiving complaints and any timelines.
4. Notice that civil and criminal remedies that are not provided by the school or District may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;
5. Information about services available to the student or staff member through the school or District, including any counseling services, nursing services or peer advising;
6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or District;
7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:
 - a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
 - b. For the reported persons, information about and contact information for state and community-based mental health services.
8. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the District's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and
9. Prohibition of retaliation.

Notification, to the extent allowable under state and federal student confidentiality laws, must be provided when the investigation is initiated and concluded. The notification at the conclusion must include whether a violation of the policy was found to have occurred.

The notice must:

1. Be written in plain language that is easy to understand;
2. Use print that is of a color, size and font that allows the notification to be easily read; and
3. Be made available to students, students' parents, staff members and member of the public at each office, at the District office and on the website of the school or District.

FEDERAL DEFINITION AND PROCEDURES

Federal Definition

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

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1. An employee of the District conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity⁶;
3. "Sexual assault": an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
4. "Dating violence": violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship;
5. "Domestic Violence": felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction; or
6. "Stalking": engaging in a course of conduct directed at a specific person that would cause a reasonable person fear for the person's own safety or the safety of others, or suffer substantial emotional distress.

This definition only applies to sex discrimination occurring against a person who is a subject of this policy in the United States. A District's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX.

Federal Procedures

The District will adopt and publish grievance procedures that provide for the prompt and equitable resolution of the student and employee complaints alleging any action that would be prohibited by this policy. See GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure.

Reporting

Any person may report sexual harassment. This report may be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. The report can be made at any time.

The ~~Equity Director~~ Assistant Superintendent is designated as the Title IX Coordinator and can be contacted at (541) 689-3280. The Title IX Coordinator will coordinate the District's efforts to comply with its responsibilities related to this AR. The District prominently will display the contact information for the Title IX Coordinator on the District website and in each handbook.

⁶ "Education program or activity" includes locations, events, or circumstances over which the recipient exercised substantial control over both the respondent and the context in which the sexual harassment occurs." (Title 34 C.F.R. § 106.44(a))

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Response

The District will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.⁷ The District shall treat complainants and respondents equitably by providing supportive measures⁸ to the complainant and by following a grievance procedure⁹ prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

The Title IX Coordinator must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes, with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.¹⁰

If after an individualized safety and risk analysis, it is determined that there is an immediate threat to the physical health or safety of any person, an emergency removal of the respondent can take place.¹¹ The District must provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. A non-student employee may also be placed on non-disciplinary administrative leave pending the grievance process.

Notice

The District shall provide notice to all applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the District of the following:

1. The name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator(s);
2. That the District does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX. This includes admissions and employment; and

⁷ (Title 34 C.F.R. §106.44(a)) Response cannot be deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

⁸ (Title 34 C.F.R. § 106.44(a)) Supportive measures means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment, or deter sexual harassment.⁸ The District must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures. (Title 34 C.F.R. § 99.30(a))

⁹ This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

¹⁰ The Title IX Coordinator may also discuss that the Title IX Coordinator has the ability to file a formal complaint.

¹¹ The District may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))

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3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the District will respond.

No Retaliation

Neither the District or any person may retaliate¹² against an individual for reporting, testifying, providing evidence, being a complainant, otherwise participating or refusing to participate in any investigation or process in accordance with this procedure. The District must keep confidential the identity of parties and participating persons, except as disclosure is allowed under Family Educational Rights and Privacy Act (FERPA), as required by law, or to carry out the proceedings herein. Complaints of retaliation may be filed using these procedures.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding does not constitute retaliation.

Publication

This policy shall be made available to students, parents of students and staff members. This policy and contact information for the Title IX Coordinator shall be prominently published in the school student handbook and on the District website. This policy shall also be made available at each school office and at the District office. The District shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any person upon request.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

Legal Reference(s):

[ORS 243.706](#)
[ORS 332.107](#)
[ORS 342.700](#)
[ORS 342.704](#)
[ORS 342.708](#)
[ORS 342.850](#)
[ORS 342.865](#)
[ORS 659.850](#)
[ORS 659A.006](#)
[ORS 659A.029](#)
[ORS 659A.030](#)

[OAR 581-021-0038](#)
[OAR 584-020-0040](#)

¹² Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

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[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).

Gebser v. Lago Vista Indep. Sch. Dist., 524 U.S. 274 (1998).

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BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: **Suspected Abuse of a Child Reporting Requirements**

Policy Number: **JHFE/GBNAB** Effective Date: **5/2024**

Date of Original Policy and Revisions: **9/96, 5/00, 12/05, 2/08, 6/09, 11/10, 1/12, 1/13, 4/18, 1/20, 11/21**

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

Date of Next Review: **5/2027**

POLICY

Any District employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse¹ shall ~~orally report or cause an oral report immediately by telephone or otherwise to the local office of~~ make a report to the Oregon Department of Human Services (DHS) ~~or its designee~~ through the centralized child abuse reporting system² or to ~~the~~ a law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to Oregon Revised Statute (ORS) 419B.010. Any District employee who has reasonable cause to believe that **any person**³ with whom the employee is in contact has abused a child shall immediately report ~~or cause a report to be made~~ in the same manner ~~described above~~ to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010.

~~If known,~~ The report shall ~~must~~ contain, ~~if known,~~ the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

Abuse of a child by District employees, contractors⁴, agents⁵, volunteers⁶, or students is prohibited and will not be tolerated. All District employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative regulations.

Any District employee who has reasonable cause to believe that another District employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another District employee, contractor, agent, volunteer or student shall immediately report such to ~~the Oregon Department of Human Services (DHS) or its designee~~ through its centralized child abuse reporting system or ~~the local~~ to a law enforcement agency pursuant to ORS 419B.015, and to ~~the~~ a designated licensed administrator.

¹ Includes the neglect of a child; abuse is defined in ORS 419B.005.

² How to report abuse or neglect: [Oregon DHS](#). Call 855-503-SAFE (7233)

³ "Person" could include adult, student or other child.

⁴ "Contractor" means a person providing services to the District under a contract in a manner that requires the person to have direct, unsupervised contact with students.

⁵ "Agent" means a person acting as an agent for the District in a manner that requires the person to have direct, unsupervised contact with students.

⁶ "Volunteer" means a person acting as a volunteer for the District in a manner that requires the person to have direct, unsupervised contact with students.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

The District will designate a licensed administrator and an alternate licensed administrator, in the event that the designated licensed administrator is the suspected abuser, for each school building to receive reports of suspected abuse of a child by District employees, contractors, agents, volunteers or students.

If the Superintendent is the alleged perpetrator the report shall be submitted to the Assistant Superintendent who shall also report to the Board chair.

The District will post the names and contact information of the designees for each school building, in the respective school, designated to receive reports of suspected abuse and the procedures in JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child the designee will follow upon receipt of a report, the contact information for ~~making a report to local~~ law enforcement ~~and or the local~~ centralized child abuse reporting system of DHS ~~office or its designee~~, and a statement that this duty to report suspected abuse is in addition to the requirements of reporting to a designated licensed administrator.

When a designee receives a report of suspected abuse, the designee will follow procedure established by the District and set forth in administrative regulation JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child. All such reports of suspected abuse will be reported to a law enforcement agency or DHS, ~~or its designee~~, for investigation, and the agency will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged abuser.

When there is reasonable cause to support a report, a District employee suspected of abuse shall be placed on paid administrative leave pending an investigation and the District will take necessary actions to ensure the student's safety. When there is reasonable cause to support a report, a District contractor, agent or volunteer suspected of abuse shall be removed from providing services to the District and the District will take necessary actions to ensure the student's safety.

The District will notify the person, as allowed by state and federal law, who was subjected to the suspected abuse about any actions taken by the District as a result of the report.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

The initiation of a report in good faith, pursuant to this policy, may not adversely affect any terms or conditions of employment or the work environment of the person initiating the report or who may have been subjected to abuse. If a student initiates a report of suspected abuse of a child by a District employee, contractor, agent, volunteer or student, in good faith, the student will not be disciplined by the District or any District employee, contractor, agent or volunteer. Intentionally making a false report of abuse of a child is a Class A violation.

The District shall provide information and training each school year to District employees on the prevention and identification of abuse, the obligations of District employees under ORS 339.388 and ORS 419B.005 - 419B.050 and as directed by Board policy to report suspected abuse of a child, and appropriate electronic communications with students. The District shall make available each school year the training described above to contractors, agents, volunteers, and parents and legal guardians of students attending District-operated schools, and will be made available separately from the training provided to District employees. The District shall provide each school year information on the prevention and identification of abuse, the obligations of District employees under Board policy to report abuse, and appropriate electronic communications with students to contractors, agents and volunteers. The District shall make available each school year training that is designed to prevent abuse to students attending District-operated schools.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

The District shall provide to a District employee at the time of hire, or to a contractor, agent, or volunteer at the time of beginning service for the District, the following:

1. A description of conduct that may constitute abuse;
2. A description of the investigatory process and possible consequences if a report of suspected abuse is substantiated; and
3. A description of the prohibitions imposed on District employees, contractors, and agents when they attempt to obtain a new job, as provided under ORS 339.378. A District employee, contractor or agent will not assist another District employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable or probable cause to believe the District employee, contractor or agent engaged in abuse, unless criteria found in ORS 339.378(2)(c) are applicable.

Nothing in this policy prevents the District from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The District shall make available to students, District employees, contractors, agents, and volunteers a policy of appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the District will be appropriate and only when directed by District administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use District e-mail, using mailing lists and/or other internet messaging approved by the District to a group of students rather than individual students or as directed by District administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the District is strongly discouraged.

The Superintendent shall develop administrative regulations as are necessary to implement this policy and to comply with state law.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

[ORS 339.370](#) - [ORS 339.400](#)

[ORS 418.257](#) - [418.259](#)

[ORS 419B.005](#) to [419B.050](#)

[OAR 581-022-2205](#)

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009); vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F. 1201 (9th Cir. 2011).
~~Senate Bill 51 (2021).~~

[Bethel Administrative Rule JHFE/GBNAB: Reporting of Suspected Abuse of a Child](#)

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JHFE/GBNAB-AR(1). REPORTING OF SUSPECTED ABUSE OF A CHILD

Adopted: 4/2018, 12/2018, 5/2024

Who Reports Reporting

Any district employees having reasonable cause to believe that **any child** with whom the employee comes in contact has suffered abuse¹, ~~or that any person with whom the employee comes in contact has abused a child,~~ shall orally make a report or cause an oral report to be immediately made by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) through the centralized child abuse reporting system² or to a law enforcement agency within the county where the person making the report is at the time of his/her their contact. Any district employee who has reasonable cause to believe that **any person**³ with whom the employee is in contact has abused a child shall immediately report in the same manner.

~~The district employee should also immediately inform his/her supervisor, principal or superintendent. If known, such report shall contain the names and addresses of the child and the parents of the child, or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, the explanation given for the suspected abuse, any other information which the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of a possible perpetrator. The Office of Senior and Disabled Services (Oregon Department of Human Services) or local law enforcement shall be contacted for students with disabilities who are over the age of 18. Any school volunteer having reasonable cause to believe that any child with whom the volunteer comes in contact has suffered abuse is expected to report this belief to the school employee with whom the volunteer works or the school principal.~~

~~Abuse of a child by District employees will not be tolerated. As District employees are subject to District policy and this accompanying administrative rule, if a District employee is a suspected abuser, reporting requirements remain the same.~~

~~The Superintendent or designee shall receive reports of abuse of a child by school employees and specify the procedures to be followed upon receipt of an abuse of a child report.~~

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to DHS through its centralized child abuse reporting system or to a law enforcement agency, and to a designated licensed administrator or alternate licensed administrator for their school building.

The report must contain, if known, the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of a possible perpetrator.

If the Superintendent is the alleged abuser the report shall be submitted to the Assistant Superintendent who shall refer the report to the Board chair.

¹ Includes the neglect of a child; abuse is defined in ORS 419B.005.

² [How to report abuse or neglect: [Oregon DHS](#). Call 855-503-SAFE (7233)]

³ "Person" could include adult, student or other child.

Bethel School District #52
Administrative Rule

A written record of the abuse report shall be made by the employee reporting the suspected abuse of a student and will include: name and position of the person making the report; name of the student; name and position of any witness; description of the nature and extent of the abuse, including any information which could be helpful in establishing cause of abuse and identity of the abuser; description of how the report was made (i.e., phone or other method); name of the agency and individual who took the report; date and time that the report was made; and name of district administrator who received a copy of the written report.

The written record of the abuse report shall not be placed in the student's educational record. A copy of the written report shall be retained by the employee making the report and a copy shall be provided to the designee that received the report.

When the designee receives a report of suspected abuse of a child by a district employee, and there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave⁴ and take necessary actions to ensure the student's safety. The employee shall remain on leave until DHS or law enforcement determines that the report is substantiated and the district takes the appropriate employment action, or cannot be substantiated or is not a report of abuse and the district determines that either 1) an employment policy was violated and the district will take appropriate employment action against the employee, or 2) an employment policy has not been violated and no action is required by the district against the employee.

When the designee receives a report of suspected abuse by a contractor, agent or volunteer, the District may prohibit the contractor, agent or volunteer from providing services to the district. If the District determines there is reasonable cause to support the report of suspected abuse, the district shall prohibit the contractor agent or volunteer from providing services. The District may reinstate the contractor, agent or volunteer, and such reinstatement may not occur until such time as a report of suspected abuse has been investigated⁵ and a determination has been made by law enforcement or DHS that the report is unsubstantiated.

The written record of each reported incident of abuse of a child, action taken by the District and any findings as a result of the report shall be maintained by the District.

If, following the investigation, the District decides to take an employment action, the district will inform the District employee of the employment action to be taken and provide information about the appropriate appeal process. The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement.

If the District is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, a record of the findings of the substantiated report and the employment action taken by the District will be placed in the records on the school employee maintained by the District. Such records created are confidential and not public records as defined in Oregon Revised Statute (ORS) 192.311, however the District may use the record as a basis for providing information required to be disclosed about a district employee under ORS 339.378(1). The district will notify the employee that information about substantiated reports may be disclosed to a potential employer.

⁴ The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

⁵ The district will investigate all reports of suspected abuse, unless otherwise requested by DHS or law enforcement pursuant to law.

Bethel School District #52
Administrative Rule

Content of Report

A written record of the abuse report shall be made by the employee suspecting the abuse of a child. The written record will be made using the district's abuse reporting form, which includes at a minimum:

1. ~~The name and position of the person making the report;~~
2. ~~The names and addresses of the child and of the parents of the child or other persons responsible for the child's care and the age of the child;~~
3. ~~The name and position of any witness to the report;~~
4. ~~A description of the nature and extent of the abuse, including any information which could be helpful in establishing cause of abuse and identity of the abuser;~~
5. ~~A description of how the report was made (i.e., phone or other method);~~
6. ~~The name of the agency and individual who took the report;~~
7. ~~The date and time that the report was made; and~~
8. ~~The names of persons who received a copy of the written report.~~

The written record of the abuse report shall not be placed in the student's educational record. The school district shall maintain records of each reported incident of abuse of a child, action taken by the school district, and any findings as a result of the report.

When the district receives a report of suspected abuse of a child by one of its employees, and the Human Resources Director determines that there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave until DHS or a law enforcement agency either: 1) determines that the report is unfounded or that the report will not be pursued; or 2) determines that the report is founded and the education provider takes the appropriate disciplinary action against the district employee. If DHS or a law enforcement agency is unable to determine whether the abuse of a child occurred, the district may either reinstate the employee or take disciplinary action at the district's discretion.

Definitions

1. Oregon law recognizes these types of abuse defines "abuse" in ORS 419B.005(1):
 - a. ~~Physical;~~
 - b. ~~Neglect;~~
 - e. ~~Mental injury;~~
 - d. ~~Threat of harm;~~
 - e. ~~Sexual abuse and sexual exploitation.~~
2. "Child" means an unmarried person who is under 18 years of age or is a child in care, as defined in ORS 418.257.
3. A "substantiated report" means a report of abuse that a law enforcement agency or DHS determines is founded.

Confidentiality of Records

6/09, 11/10, 1/13, 7/14, 4/18, 12/18, 5/24

Bethel School District #52
Administrative Rule

The name, address and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

Upon request from law enforcement or DHS the district shall immediately provide requested documents or materials to the extent allowed by state and federal law.

~~The disciplinary records of a district employee or former district employee convicted of a crime listed in Oregon Revised Statute (ORS) 342.143 are not exempt from disclosure under ORS 192.501 or 192.502. Therefore, if a district employee or former employee is convicted of a crime listed in ORS 342.143, the district that is or was the employer of that employee when the crime was committed shall disclose the disciplinary records of the employee to any person upon request. However, prior to the disclosure of a disciplinary record the district shall remove any personally identifiable information from the record that would disclose the identity of a child, a crime victim or a district employee who is not the subject of the disciplinary record.~~

Failure to Comply

Any District employee who fails to report suspected abuse of a child as provided by Policy JHFE ~~this policy~~ and the prescribed Oregon law; commits a violation punishable by law. A District employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. If an employee fails to report suspected abuse of a child or fails to maintain confidentiality of records as required by ~~this policy or this administrative regulation~~, the employee will be disciplined up to and including dismissal.

Cooperation with Investigator

The District staff shall make every effort in suspected abuse of a child cases to cooperate with investigating officials as follows:

1. Any investigation of abuse of a child will be directed by the DHS or law enforcement officials; as required by law. DHS or law enforcement officials wishing to interview a student shall present themselves at the school office and contact the school administrator; unless the school administrator is the subject of the investigation. When an administrator ~~or designee~~ is notified that the DHS or law enforcement would like to interview a student at school, the administrator must request that the investigating official fill out the appropriate form (see ~~JHFE/GBNAB-AR(2)~~ Abuse of a Child Investigations Conducted on District Premises). The administrator or designee should not deny the interview based on the investigator's refusal to sign the form. If the student is to be interviewed at the school, the administrator or designee shall make a private space available. The administrator or designee of the school may, at the discretion of the investigator, be present to facilitate the interview. If the investigating official does not have adequate identification, the administrator shall refuse access to the student.

Law enforcement officers wishing to remove a student from the premises shall present themselves at the office and contact the administrator or designee. ~~The officer law enforcement official shall sign the student out on a form to be provided by the school in accordance with District procedures;~~

2. When the subject matter of the interview or investigation is identified to be related to suspected abuse of a child, District employees shall not notify parents ~~or anyone else other than DHS or law enforcement agency and any school employee necessary to enable the investigation;~~

Bethel School District #52
Administrative Rule

3. The ~~principal or representative~~ administrator or designee shall advise the investigator of any conditions of disability prior to any interview with the affected child;
4. District employees are not authorized to reveal anything that transpires during an investigation in which the employee participates, nor shall the information become part of the student's education records, except that the employee may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.

Nothing prevents the District from conducting its own investigation, unless another agency requests to lead the investigation or requests the District to suspend their investigation, or taking an employment action based on information available to the District before an investigation conducted by another agency is completed. The District will cooperate with agencies assigned to conduct such investigations.

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JHFE/GBNAB-AR(2). REPORTING OF SUSPECTED ABUSE OF A CHILD

Adopted: 4/2018, 12/2018, 5/2024

Abuse of a Child Abuse Investigations Conducted on District Premises

The Department of Human Services (DHS) or a law enforcement agency has the authority to conduct an investigation of a report of child abuse on school premises according to Oregon Revised Statute (ORS) 419B.045. The school administrator or designee must be notified that the investigation is to take place, unless the administrator is a subject of the investigation. The investigator is not required to reveal information about the investigation to the school as a condition of conducting the investigation.

After the investigator provides adequate identification, school staff shall allow access to the child and provide a private space for conducting the interview. The investigator shall be advised by a school administrator or a school staff member of a child's relevant disabling conditions, if any, prior to any interview with the child. The school administrator or designee may, at the investigator's discretion, be present to facilitate the investigation.

School staff may only notify DHS, the law enforcement agency, or school employees that are necessary to enable the investigation. School staff may not notify any other persons, including the child's parent(s) or guardian(s).

Investigator Name (Printed)

Name of Agency

Name of Worker's/Investigator's Supervisor

Supervisor Contact Information

Investigator Position and Badge or ID Number

Student Name

School

Investigator Signature

Date

Investigator refused to sign. District staff should not deny entry based on refusal to sign.

FOR COMPLETION BY DISTRICT STAFF

- Student not available for interview
- Student refused to be interviewed
- Administrator participated in interview

Name of Administrator Notified

Name of Office Staff Involved

Name of Participating Administrator

This form should be placed in a separate secure file and not in the student's file.

- Copy sent to Special Student Services Director

6/09, 11/10, 1/13, 7/14, 4/18, 12/18, 5/24

Please send copy to Special Student Services Director



April 22, 2024

RESOLUTION NO. 23-24: 48

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.	Bostwick, Debi	Resignation/Retirement	Accept resignation to enter retirement, effective March 22, 2024; position held: Student Services Instructional Coach @District Office; 18 years at Bethel.
2.	Burke, Jason	Hire for 2023-24	Offer Extra Duty Contract for Head Tennis Coach @Willamette.
3.	Cantwell, Tanner	Hire for 2023-24	Offer Extra Duty Contract for Assistant Baseball Coach @Willamette.
4.	Coburn, Janel	Hire for 2024-25	Offer Extra Duty Contract for Head Volleyball Coach @Willamette.
5.	Fletcher, Jasny	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: 4 th Grade Teacher @Clear Lake; 4 years at Bethel.
6.	Groff, Echo	Administrative Hire for 2024-25	Offer 1 st Year Probationary Administrator Contract for Assistant Principal @Shasta; Education: BA/Pacific University, MED/Pacific University, Administrator Licensure/PSU; Experience: Literacy Coach, Bethel, 2 years; Credit Recovery Summer School Principal, Bethel, Summer 2023; Elementary Teacher/Reading Specialist, Bethel, 16 years; Start Date: 7/29/2024.
7.	Haley, Miles	Hire for 2024-25	Offer Extra Duty Contract for Assistant Football Coach @Willamette.
8.	Hewes, Bill	Hire for 2024-25	Offer Extra Duty Contract for Assistant Football Coach @Willamette.
9.	Hiatt, Heather	Administrative Hire for 2024-25	Offer 1 st Year Probationary Administrator Contract for Principal @Meadow View; Education: BS/UO, BS & SPED Endorsement/Seattle University, MAT/University of Washington, Administrator Licensure/Western Washington University; Experience: SPED Teacher, Chavez Elementary

			School, Eugene 4J School District, 1.5 years; Middle School Principal, Shoreline School District, Shoreline, WA, 5 years; High School Assistant Principal, Shoreline School District, Shoreline, WA, 1 year; High School Assistant Principal, Northshore School District, Woodinville, WA, 4 years; High School Science and AVID Teacher, Shoreline School District, Shoreline, WA, 5 years; High School Science Teacher, Bellingham School District, Bellingham, WA, 2 years; Middle School Science Teacher, Edmonds School District, Edmonds, WA, 6 years; Start Date: 7/29/2024.
10.	Kaanapu, Todd	Hire for 2024-25	Offer Extra Duty Contract for Assistant Football Coach @Willamette.
11.	Line, Joshua	Hire for 2024-25	Offer Extra Duty Contract for Head Football Coach @Willamette.
12.	Mollinary, Wendy	Hire for 2023-24	Offer Extra Duty Contract for GSA Affinity Group Leader @Prairie Mountain; start date: 8/28/2023.
13.	Moore, Dietrich	Hire for 2024-25	Offer Extra Duty Contract for Assistant Football Coach @Willamette.
14.	Morrow, Katie	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: Choir Teacher @Willamette; 11 years at Bethel.
15.	Morton, Jonathan	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: 4 th Grade Teacher @Prairie Mountain; 3.5 years at Bethel.
16.	Newell, Nathanel	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE 4 th Grade Teacher @Fairfield; replaces: Shannon Nye; start date: 3/15/2024.
17.	Rindy, Evan	Administrative Hire for 2024-25	Offer Administrator Contract for Assistant Student Services Director @District Office; Replaces: Logan Grassest; Education: BA/UO, Master's in Special Education/UO, Administrator Licensure/UO; Experience: Assistant Principal, Shasta Middle School, 9 years; Principal, Clear Lake Elementary School, 2 years; Special Education Teacher, Shasta Middle School, 7 years; TOSA, Shasta Middle School, 4 months; Start Date: 7/1/2024.
18.	Schmidt, Mark	Hire for 2024-25	Offer Extra Duty Contract for Assistant Football Coach @Willamette.
19.	Smith, Kevin	Resignation/Retirement	Accept resignation effective the end of the 2023-24 school year to enter retirement; position held: 5 th Grade Teacher @Danebo; 25 years at Bethel.
20.	Tucker, Marshaun	Hire for 2024-25	Offer Extra Duty Contract for Assistant Football Coach @Willamette.
21.	Wright, Sonja	Resignation/Retirement	Accept resignation effective the end of the 2023-24 school year to enter retirement; position held: School Counselor @Prairie Mountain; 25 years at Bethel.

Recommended by: Remie Calalang, Assistant Superintendent

ATTEST _____
Clerk – Kraig Sproles

Chair – Robin Zygaitis

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Drae Charles				
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Caleb Clark				
Curt Nordling				
Robin Zygaitis				

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April 22, 2024

RESOLUTION NO. 23-24: 49

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

GBA: Equal Employment Opportunity

ATTEST _____

Clerk – Kraig Sproles

Chair – Robin Zygaitis

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Caleb Clark				
Curt Nordling				
Robin Zygaitis				
Drae Charles				

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BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: Equal Employment Opportunity

Policy Number: GBA Effective Date: 4/2024

Date of Original Policy and Revisions: 3/87, 5/91, 1/95, 11/95, 1/00, 2/06, 12/08, 10/11, 3/15, 2/17, 12/20

Cancels Policy No.: GAAA Dated: 3/87

Date of Next Review: 4/2027

POLICY

The District supports the belief that personnel diversity will improve and strengthen society and our schools. The Board of Directors supports equal employment opportunity, and equal treatment shall be practiced by the District. The Superintendent or designee shall develop specific recruiting, interviewing and evaluation procedures as are necessary to implement this policy.

Equal employment opportunity and treatment shall be practiced by the District regardless of actual or perceived race¹, color, religion, sex, sexual orientation, gender identity, national origin, marital status, pregnancy, childbirth or a related medication condition², age, veterans' status³, service in uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, ethnicity, cultural background, socioeconomic status, source of income, physical characteristic, or linguistic characteristics of a national origin group, and disability⁴ if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The Superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act and the Americans with Disabilities Act Amendments Act (ADA), and Section 504 of the Rehabilitation Act. The Superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments. The Title IX coordinator will investigate complaints communicated to the District alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be provided to all students and employees.

The Superintendent will develop other specific recruiting, interviewing and evaluation procedures as are necessary to implement this policy.

REPORTS

None.

ATTACHMENTS

¹ Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

² This unlawful employment practice related to pregnancy, childbirth or a related medical condition as described in House Bill 2341 (2019) (added to ORS 659A) applies to employers who employ six or more persons.

³ The District grants a preference in hiring and promotion to veterans and disabled veterans. A veteran is eligible to use the preference any time when applying for a position at any time after discharge or release from service in the Armed Forces of the United States.

⁴ This unlawful employment practice related to disability as described in ORS 659A.112 applies to employers who employ six or more persons (ORS 659A.106).

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

None.

END OF POLICY

[ORS 174.100](#)
[ORS 243.317](#) – 243.323
[ORS 326.051](#)
[ORS 332.505](#)
[ORS 342.934](#)
[ORS 408.225](#)
[ORS 408.230](#)
[ORS 408.235](#)
[ORS 652.210](#) - 652.220
[ORS 659.850](#)
[ORS 659A.003](#)
[ORS 659A.006](#)

[ORS 659A.009](#)
[ORS 659A.029](#)
[ORS 659A.030](#)
[ORS 659A.040](#)
[ORS 659A.082](#)
[ORS 659A.109](#)
[ORS 659A.112](#)
[ORS 659A.147](#)
[ORS 659A.233](#)
[ORS 659A.236](#)
[ORS 659A.309](#)
[ORS 659A.321](#)

[ORS 659A.409](#)
[ORS 659A.820](#)
[OAR 581-021-0045](#)
[OAR 581-022-2405](#)
[OAR 839-003-0000](#)
[OAR 839-006-0435](#)
[OAR 839-006-0440](#)
[OAR 839-006-0450](#)
[OAR 839-006-0455](#)
[OAR 839-006-0460](#)
[OAR 839-006-0465](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (2018).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2018); 29 C.F.R Part 1626 (2019).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (2018); 34 C.F.R. Part 104 (2019).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018);
Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
The Vietnam Era Veterans’ Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018).
Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303 (2018).
House Bill 2935 (2021)
House Bill 3041 (2021)

See Policy: [AC](#) - Nondiscrimination



April 22, 2024

RESOLUTION NO. 23-24: 50

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

EBC/EBCA: Emergency Procedures and Disaster Plans

ATTEST _____
Clerk – Kraig Sproles

Chair – Robin Zygaitis

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Drae Charles				
Curt Nordling				
Robin Zygaitis				
Caleb Clark				

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

REMOVE POLICY

Subject: Emergency Procedures and Disaster Plans

Policy Number: EBC/EBCA Effective Date: 2/2024

Date of Original Policy and Revisions: 7/20

Cancels Policy No.: NA Dated: _____

Date of Next Review: 2/2027

POLICY

The Superintendent or designee will develop and maintain a plan specifying procedures to be used in such emergencies as disorderly conduct, unlawful assembly, disturbances at school activities, natural disasters, fire, injury of a student or staff member, safety threats on District property, pandemic, communicable disease outbreak, and public health emergencies. The Superintendent or designee will consult with community and county agencies while developing this plan.

The District's Emergency Procedures Plan will meet the standards of the State Board of Education.

Copies of the Emergency Procedures Plan will be available in every school office and other strategic locations throughout the District. Guardians or parents will be informed of the District's plan for the care of students during an emergency situation. The Board may use Oregon Revised Statute (ORS) 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the District.

In the case of long-term disruption to District operations as a result of a pandemic communicable disease, declared public health emergency or other catastrophe, the District emergency plan shall at a minimum include the following:

1. Who is in charge of the District plan;
2. What steps the District will take to stop the spread of disease;
3. How sick students will be identified;
4. Transportation plan for sick students;
5. Disease containment measures for the District;
6. Communication plan for staff, students and parents;
7. Continuing education plan for students;
8. Procedures for dealing with student privacy rights;
9. Employee leave procedures during a pandemic communicable disease or other catastrophe;
10. Employee pay and benefit plan and procedures;

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

11. Facility utilization by other agencies procedures;
12. Business operations plan for offsite operation or alternative measures.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

[ORS 192.660\(2\)\(k\)](#)
[ORS 332.107](#)
[ORS 433.260](#)

[ORS 433.441](#)

[OAR 437-002-0161](#)

[OAR 581-022-2030\(3\)\(c\)](#)
[OAR 581-022-2220](#)
[OAR 581-022-2225](#)

DELETED



April 22, 2024

RESOLUTION NO. 23-24: 51

BE IT RESOLVED, that the Board of Directors, Bethel School District No. 52, Lane County, hereby **APPROVES** the award of a contract to Cengage Learning in the amount of \$400,000.00, for the purchase/adoption of Big Ideas Math curriculum for grades K-5.

ATTEST _____
Clerk – Kraig Sproles

Chair – Robin Zygaitis

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Caleb Clark				
Drae Charles				
Robin Zygaitis				
Curt Nordling				

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April 22, 2024

RESOLUTION NO. 23-24: 52

BE IT RESOLVED, That the Board of Directors, School District No. 52, Lane County, hereby adopts the 2024-2025 Academic Calendar, as presented.

ATTEST _____
Clerk – Kraig Sproles

Chair – Robin Zygaits

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Ashley Espinoza				
Paul Jorgensen				
Caleb Clark				
Curt Nordling				
Robin Zygaits				
Drae Charles				

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Bethel School District

2024-25 District Calendar



2024

July

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

August

M	T	W	T	F
29	30	31	1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	1	2	3	4

August

- 26 Licensed Staff Return
- 26-29 Districtwide In-Service

September

- 2 No School K-12 Labor Day
- 3 First Day of School K-8/ 9th Grade Orientation
- 4 First Day of School 10-12
- 27 No School K-12 - Curriculum/Professional Dev.

October

- 25 No School K-12 - Curriculum/Professional Dev.

November

- 8 No School K-12 - Progress reports/Family Outreach Day
- 11 No School K-12 - Veterans Day Observed
- 14-15 Student Conferences - K-12*
- 15 Half Day - K-8
- 27 No school K-12
- 27-29 No School K-12 - Fall Break

December

- 23- Jan 3 No School K-12 - Winter Break

January

- 6 No School K-12 - Curriculum/Professional Dev.
- 7 Students Return K-12
- 20 No School K-12 - MLK Jr. Day
- 30 No School K-12 - Professional Dev.
- 31 No School K-12 - Grading day

February

- 3 Semester 2 Starts
- 17 No School K-12 Presidents Day

March

- 24-28 No School K-12 Spring Break

April

- 11 No School K-12 - Progress reports/family outreach day
- 25 No School K-12 - Curriculum/Professional Dev.

May

- 26 No School K-12 Memorial Day

June

- 6 Tentative WHS Graduation
- 12 Tentative KHS Graduation
- 12 Last Day K-12 (half day)
- 13 Grading/In-Service Day (last day for Teachers)
- 19 Juneteenth

October

M	T	W	T	F
30	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	1

November

M	T	W	T	F
28	29	30	31	1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

December

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

2025

January

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

February

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

March

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31	1	2	3	4

April

M	T	W	T	F
31	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

May

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

June

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	1	2	3	4

★ First/Last Day of School

● No School - K-12

○ Half day

△ Licensed staff return

■ Student Conferences K-12

*Note: Kalapuya High School has a slightly different calendar. Please see the KHS website for that calendar

Distrito Escolar de Bethel

Calendario del distrito 2024-25



2024

Julio

L	M	M	J	V
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31	1	2

Agosto

L	M	M	J	V
29	30	31	1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
△26	27	28	29	30

Septiembre

L	M	M	J	V
2	★3	★4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	●27
30	1	2	3	4

Agosto

- 26 Personal con licencia regresa
- 26-29 Capacitación para todo el distrito

Septiembre

- 2 No hay clases K-12 Día del Trabajo
- 3 Primer día de clases K-8/Orientación para el 9º grado
- 4 Primer día de clases 10-12
- 27 No hay clases K-12 - Desarrollo profesional/plan de estudios

Octubre

- 25 No hay clases K-12 - Desarrollo profesional/plan de estudios

Noviembre

- 8 No hay clases K-12 - Informes de progreso/Día de información a las familias
- 11 No hay clases K-12 - Observación del Día de los Veteranos
- 14-15 Conferencias de estudiantes - K12*
- 15 Medio día - K-8
- 27 No hay clases K-12
- 27-29 No hay clases K-12 - Vacaciones de otoño

Diciembre

- 23-3 No hay clases K-12 - Vacaciones de invierno

Enero

- 6 No hay clases K-12 - Desarrollo profesional/plan de estudios
- 7 Los estudiantes regresan K-12
- 20 No hay clases K-12 - Día de Martin Luther King Jr.
- 30 No hay clases K-12 - Desarrollo profesional
- 31 No hay clases K-12 - Día de calificar

Febrero

- 3 Comienza el segundo semestre
- 17 No hay clases K-12 Día de los presidentes

Marzo

- 24-28 No hay clases K-12 Vacaciones de primavera

Abril

- 11 No hay clases K-12 - Informes de progreso/Día de información a las familias
- 25 No hay clases K-12 - Desarrollo profesional/plan de estudios

Mayo

- 26 No hay clases K-12 Día conmemorativo

Junio

- 6 Graduación tentativa de WHS
- 12 Graduación tentativa de KHS
- 12 Último día K-12 (medio día)
- 13 Día de calificar/capacitación (último día para los maestros)
- 19 Juneteenth

Octubre

L	M	M	J	V
30	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	●25
28	29	30	31	1

Noviembre

L	M	M	J	V
28	29	30	31	1
4	5	6	7	●8
●11	12	13	14	○15
18	19	20	21	22
25	26	●27	●28	●29

Diciembre

L	M	M	J	V
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
●23	●24	●25	●26	●27
●30	●31			

2025

Enero

L	M	M	J	V
30	31	●1	●2	●3
●6	7	8	9	10
13	14	15	16	17
●20	21	22	23	24
27	28	29	●30	●31

Febrero

L	M	M	J	V
3	4	5	6	7
10	11	12	13	14
●17	18	19	20	21
24	25	26	27	28

Marzo

L	M	M	J	V
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
●24	●25	●26	●27	●28
31	1	2	3	4

Abril

L	M	M	J	V
31	1	2	3	4
7	8	9	10	●11
14	15	16	17	18
21	22	23	24	●25
28	29	30		

Mayo

L	M	M	J	V
28	29	30	1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
●26	27	28	29	30

Junio

L	M	M	J	V
2	3	4	5	6
9	10	11	★12	13
16	17	18	19	20
23	24	25	26	27
30	1	2	3	4

★ Primer/último día de clases

● No hay clases - K-12

○ Medio día

△ Personal con licencia regresa

■ Conferencias de estudiantes K-12

Nota: La Preparatoria de Kalapuya tiene un calendario ligeramente diferente. Por favor, consulte el sitio web de KHS para ese calendario