



Revised: 2:44 p.m. 2/6/2020

BETHEL SCHOOL BOARD MEETING

District Office – 4640 Barger Drive

Monday, February 10, 2020

6:30 p.m.

Executive Session per ORS 192.660(2)(e) – Real Property – Toward the end of the meeting.

At the end of the Executive Session, the Board will call the Regular Session to order and open to the public.

AGENDA

1. Call to Order

Paul Jorgensen, Chair

2. Pledge of Allegiance

Alan Laisure

3. Approval of Minutes

4. Superintendent's Report

- A. Student Presentation, Irving Elementary School
- B. Student Representative Reports, KHS and WHS
- C. Budget Committee Interview and Appointment, Position 7
- D. Indian Education, Tina Gutierrez-Schmich
- E. African American Student Success Act, Tina Gutierrez-Schmich
- F. Financial Statement, Simon Levear
- G. Set July Work Session and Regular Board Meeting Date:
 - a. Work Session – To Be Determined
 - b. Regular Board Meeting – To Be Determined, Immediately following the Work Session
- H. Legislative and School Finance Update
- I.

5. Delegations and Visitors

6. Consent Agenda

Personnel Action

Resolution No. 32

7. Action Items

- A. Approve Removal of Policy JHFF Resolution No. 33
- B. Adopt Policies GBNAA/JHFF and JHFF/GBNAA Resolution No. 34
- C. Budget Committee Appointment Resolution No. 35
- D.

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

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8. Information and Discussion

- A. NAACP 2020 Freedom Fund Dinner, Friday, February 21, 6:00pm, Valley River Inn
- B. 24th Annual Airport Rotary Foundation Dinner & Auction, Friday, February 28, 5:30pm, Valley River Inn
- C. LCOG Annual Appreciation Dinner, Friday, February 28, 5:00pm, Lane Community College
- D. NSBA Annual Conference, April 4-6, Chicago
- E.

9. Board Activity Update

- A.

10. Review of Next Meeting: Monday, February 24, 2020

- A. Willamette High School Culinary Team
- B. Student Representative Reports, KHS and WHS
- C. 2019-2021 Lane ESD Local Service Plan, Carlos Sequeira
- D. Transfer Update, Pat McGillivray
- E. Employee Contracts for 2020-2021
- F. Legislative & School Finance Update
- G. Board Policies Up for Periodic Review
- H.

11. The Board will meet in Executive Session per ORS 192.660(2)(e) to discuss real property.

12. Return to Regular Session

13. Adjournment

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

JANUARY 13, 2020

ATTENDANCE

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

Absent: None

District staff, students, and community members identified: Superintendent Parra, Student Representative Elizabeth Ortiz, Remie Calalang, Simon Levear, Pat McGillivray, Kee Zublin, Dan Hedberg, Thomas Armstrong, Larry Grant, Kevin Harding, Jennifer Ziegler, and Jill Busby

CALL TO ORDER

Chair Jorgensen called the January 13, 2020 meeting of the Board of Directors to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

Director Laisure led the Pledge of Allegiance.

ACTION ON MINUTES

Chair Jorgensen presented the Minutes from the December 9, 2019 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

SUPERINTENDENT'S REPORT

Oregon School Board Appreciation Proclamation

Superintendent Parra thanked the Board for the time and effort they invest in the District and read a proclamation from Governor Brown recognizing Oregon school board members for fulfilling leadership roles. The Governor proclaimed January 2020 to be School Board Recognition Month in Oregon.

Superintendent Parra shared that WHS Student Representative Elizabeth Ortiz is a nominee for the 2020 Future First Citizen award presented by the Eugene Area Chamber of Commerce.

WHS Student Representative Report, Elizabeth Ortiz

Elizabeth shared that 11th grade student Kyshan Nichols Smith was recognized as December Rotary Student of the Month. Willamette's Gender Sexuality Alliance recently donated items they gathered in an essential items drive to Station 7. Bethel Health Center's awareness week will be held January 21st through January 24th. Sources of Strength's focus for January is mental health. The Jazz Band will perform at the 2020 OMEA State Conference Saturday, January 18th at 9am at the Hult Center. The Wolverine Pageant will host a bingo night fundraiser Saturday, January 18th. A recycle round-up will be held at Willamette on February 1st from 9am to 2pm. Elizabeth also reported on free SAT preparation sessions, the College and Career Center, a recent robotics competition, and the boys and girls basketball teams.

Budget Committee Interviews and Appointments, Positions 6 and 7

Budget Committee candidate Alisa Hammond was unavailable. Chair Jorgensen welcomed Jennifer Ziegler and thanked her for her interest in the Budget Committee. Ms. Ziegler was provided a copy of the 2020-21 Budget Committee Interview Questions document prior to the Board interviewing her for Budget Committee Position 6 or 7.

MINUTES

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BOARD OF DIRECTORS

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Annual Audit Report, Simon Levear and Larry Grant

Business Services Director Simon Levear introduced Larry Grant and Kevin Harding from Grove, Mueller & Swank, P.C., and referred to the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2019. Mr. Levear reviewed the auditor's opinion, which states that financial statements present fairly the financial position of the District and are in accordance with accounting principles generally accepted in the United States of America. Mr. Grant referred the Board to the Management's Discussion and Analysis section of the CAFR, which summarizes the District's financial activities for the year ended June 30, 2019. Mr. Harding commended District staff for their work assisting the auditors and Mr. Levear thanked Budget Analyst Nancy Porter who was instrumental in completing the audit work. Mr. Levear and Mr. Grant answered questions from the Board.

Fall Sports Review, Thomas Armstrong

Willamette High School Athletic Director Thomas Armstrong reviewed the 2019-2020 Fall Activity Report – Average GPA by Activity (Nov. 2019) and Willamette Athletics Fall Sports Review documents. Mr. Thomas shared highlights from the 2019-20 fall season and answered questions from the Board. Director Laisure inquired about incorporating signage regarding positive spectator behavior at Willamette in all Bethel schools. The Board discussed this possibility.

Financial Statement, Simon Levear

Business Services Director Simon Levear reviewed the December 2019 financial statement showing an estimated Ending Fund Balance of \$9,881,623. Mr. Levear also shared that the District's adjusted enrollment has been reported to Oregon Department of Education, which will affect the State School Fund, and updated the Board on processes that will streamline workflow in the Business Office.

Review Budget Calendar

Business Services Director Simon Levear reviewed the proposed 2020-21 Budget Calendar and shared that Student Investment Account funds will be included in the 2020-21 budget. Mr. Levear also updated the Board on PERS advisory rates and answered a question from Director Cunningham regarding public meeting notices for the Budget process.

Legislative and School Finance Update

Superintendent Parra did not present a legislative and school finance update.

Policy and Administrative Rule Update, 1st Reading

Superintendent Parra and Human Resources Director Remie Calalang reported on the following Board Policies and Administrative Rules:

AC-AR – Nondiscrimination – *Updated to reflect new language*

EEA – Student Transportation Services – *Updated to reflect new language*

GBNAA/JHFF – Reporting Requirements for Suspected Sexual Conduct with Students – *New Policy (replaces JHFF)*

GCAB – Personal Electronic Devices and Social Media – Staff – *Updated to reflect new language*

IGBAF – Special Education – Individualized Education Plan (IEP) – *Updated to reflect new language*

IGBAF-AR - Special Education – Individualized Education Plan (IEP) - *Updated to reflect new language*

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

JANUARY 13, 2020

IGBBA – Identification – Talented and Gifted Students – *Updated to reflect new language*

JED – Student Absences and Excuses – *Updated to reflect new language*

JHFE – Reporting of Suspected Abuse of a Child – *Updated to reflect new language*

JHFF/GBNAA – Reporting Requirements for Suspected Sexual Conduct with Students – *New policy (replaces JHFF)*

DELEGATIONS AND VISITORS

None

CONSENT AGENDA

Resolution No. 27 – Personnel Action

Motion: Debi Farr moved, Dawnja Johnson seconded, to approve the Consent Agenda as specified below.

#	Name	Type	Description
1.	Borneman, Sharie	Temporary Hire for 2019-20	Offer Temporary Contract for .5 FTE 4 th Grade Facilitating Teacher @ Fairfield; Start Date: 12/12/2019.
2.	Davidson, Will	Additional Hours for 2019-20	Offer Temporary Contract for Additional .2 FTE School Counselor @ Danebo; Total: 1.0 FTE.
3.	Davis-Ferrin, Amanda	Hire for 2019-20	Offer Extra Duty Contract for Native Student Union Advisor @ Willamette.
4.	Hamar, Chelsea	Temporary Hire for 2019-20	Offer Temporary Contract for .5 FTE English Language Arts Teacher @ Willamette; Start Date: 1/31/2020.
5.	Hanson, Robin	Resignation/Retirement/Rehire	Accept resignation effective 12/31/2019 to enter retirement. Offer Temporary 1.0 FTE Contract from 1/1/2020 through the end of the 2019-20 school year; Position Held: 1 st Grade Teacher @ Prairie Mountain; 28 years at Bethel.
6.	Hagerman, Bree	Temporary Hire for 2019-20	Offer Temporary Contract for 1.0 FTE School Counselor @ Willamette; Replaces: Alejandro Jimenez; Start Date: 1/7/2020.
7.	Naylor, Kim	Hire for 2019-20	Offer Extra Duty Contract for Gender Sexuality Alliance Advisor @ Willamette.
8.	Ray, Steven	Hire for 2019-20	Offer Extra Duty Contract for 2 nd Trimester After-School Robotics Instructor @ Shasta.
9.	Sharp Abreu, Susana	Hire for 2019-20	Offer Extra Duty Contract for 2 nd Trimester After-School CTE Culinary Instructor @ Cascade.

MINUTES

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BOARD OF DIRECTORS

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10.	Stieber, Paul	Hire for 2019-20	Offer Extra Duty Contract for Latinos Unidos Advisor @ Willamette.
11.	Thomas, Takana	Hire for 2019-20	Offer Extra Duty Contract for Black Student Union Advisor @ Willamette.

Motion Passed, 7-0

Absent: None

ACTION ITEMS

Resolution No. 25 – Budget Committee Appointments

Motion: Alan Laisure moved, Rich Cunningham seconded, to appoint Jennifer Ziegler to Budget Committee Position 6.

Motion Passed, 7-0

Absent: None

INFORMATION AND DISCUSSION

- A. BIG 10th Annual Black History Month Banquet, Friday, February 7, 5:30pm, Graduate Eugene
- B. NAACP 2020 Freedom Fund Dinner, Friday, February 21, 6:00pm, Valley River Inn
- C. 24th Annual Airport Rotary Foundation Dinner & Auction, Friday, February 28, 5:30pm, Valley River Inn
- D. NSBA Annual Conference, April 4-6, Chicago

BOARD ACTIVITY UPDATE

- A. None

REVIEW OF NEXT MEETING: MONDAY, JANUARY 27, 2020

- A. Student Presentation, Fairfield Elementary School
- B. Student Representative Reports, KHS and WHS
- C. Airport Rotary Foundation Scholarship Update, Glen Martz
- D. Sources of Strength
- E. Bethel Health Center, Brooke Cottle
- F. 2018-19 Graduation Rate, Kee Zublin and Tasha Katsuda
- G. Student Success Act Update
- H. Division 22 Assurances, Kee Zublin and Tasha Katsuda
- I. Adopt Budget Calendar
- J. Approve Boundary Change
- K. Legislative & School Finance Update
- L. Board Policies Up for Periodic Review

ADJOURNMENT

There being no further business to bring before the Board, Chair Jorgensen adjourned the meeting at 7:54 p.m.

Clerk – Chris Parra

jcb

Chair – Paul Jorgensen

1 year term

COMMITTEE APPLICATION

Name of Committee Budget Committee

Applicant's Name Alisa Hammond Phone 541-520-9686

Address 4671 Royal Ave Eugene, OR 97402

Email Address ahammond@peacehealth.org

Occupation Insurance Coordinator Are you a registered voter? YES NO

Do you reside within the Bethel School District boundaries? yes How Long? 17 yrs
(If additional space is needed, please use reverse side.)

Briefly state your reasons for applying for this position I am a mom of 4 kids and a Bethel parent and would like to give back to the schools.

What (if any) are your goals and priorities for this committee? to see the working of the system from the other side

Special interests or qualifications I've been volunteering within the community for 17 1/2 years.

Thank you for your interest in serving the children of our community. All appointments to advisory committees are made by the School Board as vacancies occur. The Board appreciates the opportunity to meet applicants before appointments are final, but this is not a requirement to serve. Please return this form to the District Office by November 1, 2019, at 4:00pm.

Signature of Applicant Alisa Hammond



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

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

	Prior Months	Current Month	Future Months	Preliminary	2019/2020 ADOPTED BUDGE	Budget Variance
	Actuals	Preliminary Jan 2020	Projected	2019/2020 Totals		
REVENUES						
LOCAL SOURCES:						
Current year's levy* R1111	15,279,943	185,547	1,010,082	16,475,571	16,464,599	10,972
Prior years' taxes* R1112 & 1190 & 1200	136,313	21,652	11,242	169,206	58,000	111,206
Tuition from other Districts	0	0	0	0	0	0
Investment earnings R1510	262,277	57,654	147,281	467,212	300,000	167,212
Misc. local sources R1910 & R1940 & R1960	125,222	52	56,135	181,409	123,800	57,609
Subtotal	15,803,756	264,904	1,224,739	17,293,398	16,946,399	346,999
INTERMEDIATE SOURCES:						
County School Fund* R2101	0	0	60,000	60,000	60,000	0
Subtotal	0	0	60,000	60,000	60,000	0
STATE SOURCES:						
SSF- Current Year R3101	23,920,506	3,403,867	14,319,476	41,643,849	41,140,561	503,288
Common School Fund* R3103	0	0	528,769	528,769	528,769	0
High Cost Disability	0	0	18,000	18,000	18,000	0
Other State Funds	0	0	0	0	0	0
Subtotal	23,920,506	3,403,867	14,866,246	42,190,619	41,687,330	503,288
FEDERAL SOURCES:						
Other Federal Grants 4700	5,137	0	0	5,137	0	5,137
Federal Forest Fees* R4801	0	0	50,000	50,000	50,000	0
Subtotal	5,137	0	50,000	55,137	50,000	5,137
OTHER RESOURCES:						
Interfund Transfers In R5200	86,000	0	0	86,000	108,000	(22,000)
Sale of or Comp for loss of asset	80,056	0	0	80,056	0	80,056
Beginning fund balance R5400	10,182,493	0	0	10,182,493	9,300,000	882,493
Subtotal	10,348,549	0	0	10,348,549	9,408,000	940,549
Total, monthly revenues				69,947,703	68,151,729	1,795,974
EXPENDITURES						
Salaries- 100	11,232,786	2,532,461	16,487,957	30,253,204	30,040,216	212,988
Employee benefits- 200	7,894,529	1,808,811	12,154,340	21,857,681	22,131,845	(274,164)
Purchased services- 300	2,122,568	472,293	3,047,561	5,642,421	5,713,206	(70,785)
Supplies- 400	544,661	63,227	405,017	1,012,905	1,056,480	(43,575)
Capital outlay- 500	92,234	0	0	92,234	132,000	(39,766)
Insurance/Dues/Other- 600	456,977	2,981	9,661	469,619	477,545	(7,926)
Interfund Transfers	120,000	0	297,393	417,393	537,973	(120,580)
Contingency	0	0	0	0	7,084,213	
Total, monthly expend.	22,463,755	4,879,773	32,401,930	59,745,457	67,173,478	(343,808)
Month-end Fund Balance				10,202,246	978,252	

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February 10, 2020

RESOLUTION NO. 19-20: 32

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.	Moss, Erin	Hire for 2019-20	Offer Extra Duty Contract for Green Teacher Leader @ Irving.

Recommended by: Remie Calalang, Human Resources Director

ATTEST _____
 Clerk – Chris Parra

 Chair – Paul Jorgensen

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Rich Cunningham				
Debi Farr				
Dawnja Johnson				
Paul Jorgensen				
Alan Laisure				
Greg Nelson				
Robin Zygaitis				

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February 10, 2020

RESOLUTION NO. 19-20: 33

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

JHFF: Reporting Requirements Regarding Sexual Conduct with Students

ATTEST _____
 Clerk – Chris Parra

 Chair – Paul Jorgensen

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Dawnja Johnson				
Paul Jorgensen				
Alan Laisure				
Greg Nelson				
Robin Zygaitis				
Rich Cunningham				

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

REMOVE POLICY

Subject: Reporting Requirements Regarding Sexual Conduct with Students

Policy Number: JHFF Effective Date: 12/2018

Date of Original Policy and Revisions: 12/09, 12/11, 1/14

Cancels Policy No.: NA Dated: _____

Date of Next Review: 12/2021

POLICY

Sexual conduct by District employees, contractors or agents¹ of the District will not be tolerated. All District employees, contractors and agents of the District are subject to this policy.

“Sexual conduct” as defined by Oregon law is any verbal or physical (or other) conduct by a school employee that is sexual in nature; directed toward a kindergarten through grade 12 student; unreasonably interferes with a student’s educational performance; and creates an intimidating, hostile or offensive educational environment. The definition for sexual conduct does not include behavior that would be considered child abuse as outlined by Oregon law and District Board policy JHFE and JHFE AR— Reporting of Suspected Abuse of a Child.

Any District employee, contractor or agent of the District or volunteer who has reasonable cause to believe that another District employee, contractor, or agent of the District or volunteer has engaged in sexual conduct with a student must immediately notify a District administrator or supervisor.

When the District receives a report of suspected sexual conduct by a District employee, the District may decide to place the employee on administrative leave, or in a position that does not involve direct, unsupervised contact with students while conducting an investigation. When the District receives a report of suspected sexual conduct by a contractor or agent of the District, the District may decide to suspend services of that contractor or place the agent in a position that does not involve direct, unsupervised contact with students while conducting an investigation. An investigation is a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the complainant, witnesses, the District employee, the contractor, the agent of the District or the student who is the subject of the report. If the subject of the report is a District employee, the investigation must meet any negotiated standards of an employment contract or agreement.

If, following the investigation, the report is substantiated, the District will inform the District employee, contractor or agent of the District that the report has been substantiated and provide information regarding the appeal process. If the District employee, contractor or agent of the District decides not to appeal the determination, or if the determination is sustained after an appeal, a record of the substantiated report will be placed in the employee’s personnel file or in the administrative file for the contractor or agent of the District. The employee, contractor or agent of the District will be notified that this information may be disclosed to a potential employer. The District will not serve as a reference for a contractor or agent of the District that has a substantiated report.

The District will post in each school building the name and contact information of the person designated to receive sexual conduct reports, as well as the procedures the Human Resources Director will follow

¹An “agent” is a person authorized to act on behalf of another (called the principal) to create legal relations with a third party.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

upon receipt of a report. In the event the designated person is the suspected perpetrator, the Superintendent shall receive the report. If the Superintendent is the alleged perpetrator, the Board chair shall receive the report. When the Human Resources Director takes action on the report, the person who initiated the report must be notified.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the complainant. If a student initiates a report of suspected sexual conduct by a District employee, contractor or agent of the District in good faith, the student will not be disciplined by the Board or any District employee.

The District will provide annual training to District employees, parents and students regarding the prevention and identification of sexual conduct. The District will provide to employees, contractor or agent of the District at the time of hire, a description of conduct that may constitute sexual conduct and a description of records subject to disclosure if a sexual conduct report is substantiated.

Educational providers shall follow hiring and reporting procedures, as outlined in [ORS 339.374](#), for all District employees.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

[ORS 339.370 to 339.400](#)

[ORS 418.746 to 418.751](#)

[ORS 419B.005 to 419B.045](#)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2012).



February 10, 2020

RESOLUTION NO. 19-20: 34

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

GBNAA/JHFF: Reporting Requirements for Suspected Sexual Conduct with Students

JHFF/GBNAA: Reporting Requirements for Suspected Sexual Conduct with Students

ATTEST _____
Clerk – Chris Parra

Chair – Paul Jorgensen

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Dawnja Johnson				
Paul Jorgensen				
Alan Laisure				
Greg Nelson				
Robin Zygaitis				
Rich Cunningham				

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

Subject: **Reporting Requirements for Suspected Sexual Conduct with Students**

Policy Number: **GBNAA/JHFF** Effective Date: **2/2020**

Date of Original Policy and Revisions: **2/20**

Cancels Policy No.: **JHFF** Dated: **12/09, 12/11, 1/14, 12/18**

Date of Next Review: **2/2023**

POLICY

Sexual conduct, as defined by this policy, by District employees, contractors¹, agents², and volunteers³ is not tolerated. All District employees, contractors, agents, and volunteers are subject to this policy.

“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating, hostile or offensive educational environment. “Sexual conduct” does not include touching that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the District that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

Any District employee, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another District employee, contractor, agent or volunteer, or that another District employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the designated licensed administrator or the alternate designated licensed administrator for their school building. If the Superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Director who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When the designated licensed administrator receives a report of suspected sexual conduct by a District employee, contractor, agent or volunteer, the administrator will follow procedures established by the District and set forth in the District’s administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) as appropriate, for investigation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

¹ “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.

² “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.

³ “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

When there is reasonable cause to support the report, a District employee suspected of sexual conduct 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 the report, a District contractor, agent or volunteer suspected of sexual conduct 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 post in each school building the names and contact information of the employees designated for the school building to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

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

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 cause to believe the District employee, contractor or agent engaged in sexual conduct. 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 initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a District employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the District or any District employee, contractor, agent or volunteer.

The District will provide to employees 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 sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on District employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All District employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding 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 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 prohibited.

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

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

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 339.370 - 339.400](#)
[ORS 419B.005 - 419B.045](#)

Senate Bill 155 (2019)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

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

Subject: **Reporting Requirements for Suspected Sexual Conduct with Students**

Policy Number: **JHFF/GBNAA** Effective Date: **2/2020**

Date of Original Policy and Revisions: **2/20**

Cancels Policy No.: **JHFF** Dated: **12/09, 12/11, 1/14, 12/18**

Date of Next Review: **2/2023**

POLICY

Sexual conduct, as defined by this policy, by District employees, contractors¹, agents², and volunteers³ is not tolerated. All District employees, contractors, agents, and volunteers are subject to this policy.

“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating, hostile or offensive educational environment. “Sexual conduct” does not include touching that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the District that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

Any District employee, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another District employee, contractor, agent or volunteer, or that another District employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the designated licensed administrator or the alternate designated licensed administrator for their school building. If the Superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Director who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When the designated licensed administrator receives a report of suspected sexual conduct by a District employee, contractor, agent or volunteer, the administrator will follow procedures established by the District and set forth in the District’s administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) as appropriate, for investigation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

¹ “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.

² “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.

³ “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**

When there is reasonable cause to support the report, a District employee suspected of sexual conduct 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 the report, a District contractor, agent or volunteer suspected of sexual conduct 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 post in each school building the names and contact information of the employees designated for the school building to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

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

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 cause to believe the District employee, contractor or agent engaged in sexual conduct. 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 initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a District employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the District or any District employee, contractor, agent or volunteer.

The District will provide to employees 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 sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on District employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All District employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding 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 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 prohibited.

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

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

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

[ORS 419B.005 - 419B.045](#)

Senate Bill 155 (2019)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

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February 10, 2020

RESOLUTION NO. 19-20: 35

BE IT RESOLVED, That the Board of Directors, School District No. 52, Lane County, hereby makes the following appointment to the Budget Committee:

Position 7 _____ 1-year term

ATTEST _____
Clerk – Chris Parra

Chair – Paul Jorgensen

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

BOARD MEMBERS	AYE	NAY	ABSTAIN	ABSENT
Debi Farr				
Dawnja Johnson				
Paul Jorgensen				
Alan Laisure				
Greg Nelson				
Robin Zygaitis				
Rich Cunningham				