



BETHEL SCHOOL BOARD MEETING

Hybrid Meeting hosted from Malabon Elementary School – 1380 Taney Street

Monday, October 23, 2023 – 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

4. School Presentation: Malabon Elementary School

5. Oath of Office

KHS Student Representative to the Board: Meztly Romero; and WHS Student Representative to the Board: Jada Iheanyi-Igwe

6. Student Representative Reports: KHS and WHS

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. Superintendent's Report

- A. Financial Statement: Andrea Belz
- B. 2023-2024 Supplemental Budget: Andrea Belz
- C. Division 22 Standards: Jill Robinson-Wolgamott
- D. Board Stipend discussion - continued
- E. Superintendent's Update
- F.

9. Consent Agenda

Personnel Action

Resolution No. 11

10. Action Items

A. Adopt Policy GCL

Resolution No. 12

B. Adopt 2023-2024 Supplemental Budget

Resolution No. 13

C.

11. Information and Discussion

A. OSBA 2023 Annual Convention, November 10-11, Portland Marriott Downtown Waterfront Hotel

B.

12. Board Activity Update

A.

13. Review of Next Meeting: Monday, November 13, 2023 – District Office

A. Student Representative Reports: KHS and WHS

B. Financial Statement: Andrea Belz

C. Superintendent's Update

D. Board Policies up for periodic review

E.

14. Adjournment

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
SEPTEMBER 25, 2023

The September 25, 2023 meeting of the Board of Directors was held in person at Willamette High School Media Center and was remotely accessible via Zoom Webinar.

ATTENDANCE

Board Members: Ashley Espinoza, Caleb Clark, Curt Nordling, Paul Jorgensen, Drae Charles, and Chair, Robin Zygaitis

Absent: Debi Farr

Director Charles joined the meeting virtually.

District staff and presenters: Superintendent Sproles, Alisha Dodds, Andrea Belz, Dan Hedberg, Mary Ahern, Bree Hagerman, Kacey Anderson, Spencer Lake, Willamette students, and Jill Busby

CALL TO ORDER

Chair Zygaitis called the September 25, 2023 meeting of the Board of Directors to order at 6:31 p.m.

PLEDGE OF ALLEGIANCE

Director Jorgensen led the Pledge of Allegiance.

ACTION ON MINUTES

Chair Zygaitis presented the Minutes from the September 8-9, 2023 Special Board Meeting – Board Retreat and the September 11, 2023 Board Meeting and asked for additions or corrections. Hearing none, the Board approved both sets of Minutes as submitted.

SCHOOL PRESENTATION: WHS, WILLAMETTE COUNSELING TEAM

Willamette High School Principal Dan Hedberg introduced School Counselors Mary Ahern, Bree Hagerman, and Kacey Anderson, and Teacher Spencer Lake. Ms. Anderson distributed copies of a document summarizing details of the Wolverine Summer Road Trip, a tour of Oregon public universities offered to incoming seniors. Photos were shared with highlights from the trip. Twenty-six students visited 7 universities during the 4-day tour. Ms. Ahern, Ms. Hagerman, and Ms. Anderson shared details of the trip including funding sources, requirements for students to attend, and transportation and lodging arrangements. Mr. Lake read a statement from his student who was an attendee on the trip. Ms. Hagerman shared copies of a journal provided to each student. Several students who attended the Wolverine Summer Road Trip were present in the audience and shared their experiences and highlights from the trip, as well as the impact as they plan for college. A poster signed by the students was presented to Ms. Ahern for her idea and coordination of the trip. The students and counselors answered questions from the Board. Board members commented positively on the trip and thanked staff for their commitment to students.

DELEGATIONS AND VISITORS

None

Superintendent Sproles acknowledged that letters were submitted to Board members from fellow Oregon residents expressing concern with the pandemic, mask mandates, and vaccines.

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
SEPTEMBER 25, 2023

SUPERINTENDENT’S REPORT

Fiscal Year 2023 Financial Statement, Andrea Belz

Business Services Director Andrea Belz reviewed the draft financial statement for fiscal year 2023 showing an estimated Ending Fund Balance of \$11,755,879.

Bond Funding Update, Andrea Belz

Business Services Director Andrea Belz reviewed a document provided to Board members summarizing funding allocations as of June 30, 2023, for the \$99.3 million 2021 general obligation bond.

Total resources: \$117,209,504.53
Actual Project Expenditures: \$43,634,985.41
Projected Project Expenditures: \$66,480,921.57
Unallocated Bond Balance: \$7,093,597.55

Ms. Belz and Superintendent Sproles described the current status of some of the bond projects and answered questions from the Board.

The Bond Oversight Committee will meet this coming Wednesday, September 27th.

Superintendent’s Update

Superintendent Sproles provided an enrollment update and shared statistical data indicating that enrollment in the District has dropped each year over the past 4 years. Kindergarten is currently the smallest cohort. The Board discussed kindergarten recruitment and enrollment. In addition, Superintendent Sproles gathered feedback from the Board related to membership on the Long-Range Planning Committee which will be charged with assessing building usage/conditions, enrollment trends, forecasted housing developments, and District finances, and will make recommendations to the Board. The Long-Range Planning Committee will begin meeting in fall 2023 and will present findings and conclusions to the Board in spring 2024. Membership on the committee will include Board members, District leadership, District staff, a realtor, an Active Bethel Citizen representative, and a representative from the City of Eugene.

CONSENT AGENDA

Resolution No. 5 – Personnel Action

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

#	Name	Type	Description
1.	Allen, Macy	Hire for 2023-24	Offer Extra Duty Contract for Flag Team Coach @Willamette.

Motion Passed, 6-0

Absent: Debi Farr

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

SEPTEMBER 25, 2023

ACTION ITEMS

Resolution No. 6 – Approve Transfer Caps for 2023-2024

Motion: Caleb Clark moved, Ashley Espinoza seconded, to approve opening grade level bands to out-of-district students for 2023-2024, as presented.

Motion Passed, 6-0

Absent: Debi Farr

Resolution No. 7 – Adopt 2023-2024 Board Priorities/Goals

Motion: Curt Nordling moved, Paul Jorgensen seconded, to adopt the 2023-24 School Board Priorities. Superintendent Sproles noted that “transphobic” needed to be added to the last action item within the Belonging and Engagement priority. Chair Zygaitis and Vice Chair Clark expressed gratitude for the work the Board put into establishing the 2023-2024 Board Priorities.

Motion Passed, 6-0

Absent: Debi Farr

Resolution No. 8 – Notice of Intent to Maintain Participation in the Formal Governance of Lane ESD by requesting 50% or less of ADMw in Transit Dollars

Motion: Caleb Clark moved, Ashley Espinoza seconded, to issue a Notice of Intent to maintain participation in the formal governance of Lane Education Service District by requesting 50% or less in ADMw Transit Dollars for fiscal year 2024-2025. Superintendent Sproles described the Transit Dollar request distribution options and services the District receives from Lane ESD.

Motion Passed, 6-0

Absent: Debi Farr

INFORMATION AND DISCUSSION

- A. No Place for Hate - Back to School Kickoff, Thursday, October 12, 9:00am-11:30am, Powers Auditorium
- B. Annual BEF Advocacy Breakfast, Friday, October 20, 7:00am, WHS Cafeteria
- C. OSBA 2023 Annual Convention, November 10-11, Portland Marriott Downtown Waterfront Hotel
- D. Director Espinoza commented on acknowledging and celebrating biliteracy, possibly with a graduation stole.

BOARD ACTIVITY UPDATE

- A. Chair Zygaitis shared that she recently toured the beautiful new Cascade and Willamette CTE buildings. Superintendent Sproles invited Board members to contact him if they would like to tour the new buildings.

REVIEW OF NEXT MEETING: MONDAY, OCTOBER 9, 2023 – DISTRICT OFFICE

- A. School Presentation, Cascade
- B. Superintendent’s Update
- C. Board Policies up for periodic review

ADJOURNMENT

There being no further business to bring before the Board, Chair Zygaitis adjourned the meeting at 8:11 p.m.

**MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
SEPTEMBER 25, 2023**

Clerk – Kraig Sproles
jcb

Chair – Robin Zygaitis

Bethel School District GENERAL FUND
 Revenue and Expenditure Report (unaudited)
 Fiscal Year 2024

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

	Actuals To	Future Months	Preliminary	2023-2024	Budget
	September 2023	Projected To	2023-2024		
	September 2023	June 2024	Totals	ADOPTED BUDGET	Variance
REVENUES					
LOCAL SOURCES:					
Property Taxes	0	19,142,000	19,142,000	19,142,000	0
Tuition from other districts	0	500	500	500	0
Investment earnings	286,198	513,802	800,000	800,000	0
Misc. local sources	7,014	136,986	144,000	144,000	0
Subtotal	293,213	19,793,287	20,086,500	20,086,500	0
INTERMEDIATE SOURCES:					
County School Fund	0	100,000	100,000	100,000	0
Heavy Equipment Tax	0	20,000	20,000	20,000	0
Subtotal	0	120,000	120,000	120,000	0
STATE SOURCES:					
State School Fund	14,347,371	28,376,634	42,724,005	40,910,000	1,814,005
Common School Fund	0	681,310	681,310	800,414	(119,104)
High Cost Disability	0	445,000	445,000	445,000	0
Subtotal	14,347,371	29,502,944	43,850,315	42,155,414	1,694,901
FEDERAL SOURCES:					
Federal Forest Fees	0	0	0	0	0
Subtotal	0	0	0	0	0
OTHER RESOURCES:					
Interfund Transfers In	50,000	0	50,000	0	50,000
Sale of or Comp for loss of asset	0	0	0	0	0
Subtotal	50,000	0	50,000	0	50,000
Total, monthly revenues	14,690,584	49,416,231	64,106,815	62,361,914	1,744,901
EXPENDITURES					
Salaries	4,139,031	29,715,488	33,854,519	33,854,519	0
Employee payroll costs & benefits	2,561,284	19,214,378	21,775,662	21,775,662	0
Purchased services	774,364	4,857,312	5,631,676	5,631,676	0
Supplies	318,577	1,752,739	2,071,316	2,071,316	0
Capital outlay	0	250,000	250,000	250,000	0
Insurance/Dues/Other	791,235	173,556	964,791	964,791	0
Interfund Transfers	130,000	1,333,950	1,463,950	1,463,950	0
Contingency	0	0	0	0	0
Total, monthly expend.	8,714,492	57,297,422	66,011,914	66,011,914	0
Operating Income / (Deficit)			(1,905,099)	(3,650,000)	

Beginning Fund Balance (unaudited)	11,650,000	9,650,000
Operating Income / (Deficit)	(1,905,099)	(3,650,000)
Estimated Ending Fund Balance	9,744,901	6,000,000

Ending Fund Balance as Percentage of Expenditures **14.76%**

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October 23, 2023

RESOLUTION NO. 23-24: 11

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.	Boorman, Christina	Hire for 2023-24	Offer Extra Duty Contract for Middle School Vocal Director @Cascade; start date: 8/28/2023.
2.	Bostwick, Debi	Additional Temporary Hours for 2023-24	Offer Temporary Contract from 10/1/2023 through 2/1/2024 for additional .5 FTE Student Services Instructional Coach @District Office; Total: 1.0 FTE.
3.	Cook, Stacy	Hire for 2023-24	Offer Extra Duty Contract for Yearbook Advisor @Prairie Mountain; start date: 8/28/2023.
4.	Flick, Brian	Temporary Hire for 2023-24	Offer Temporary Administrator Contract from 10/2/2023 through 12/31/2023 for K-8 Principal @Prairie Mountain; Replaces: Jaime Noack; Education: BA/UO, MA/UO; Experience: 31 Years at Bethel, 13 years/Teacher, 18 years/Administrator.
5.	Larsen, Alex	Temporary Hire for 2023-24	Offer 2 nd Year Temporary Contract for 1.0 FTE Therapeutic Behavior Classroom Teacher @Meadow View; Start date: 10/9/2023.
6.	Warden, Lynne	Hire for 2023-24	Offer 1 st Year Probationary Contract for 1.0 FTE Special Education Teacher @Prairie Mountain; Start date: 10/12/2023.

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				



October 23, 2023

RESOLUTION NO. 23-24: 12

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

GCL: Staff Development

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: Staff Development

Policy Number: GCL Effective Date: 10/2023

Date of Original Policy and Revisions: 10/90, 1/95, 2/00, 12/06, 4/09, 1/12, 1/14

Cancels Policy: _____ Dated: _____

Date of Next Review: 10/2026

POLICY

As part of the District continuous improvement plan, the District will establish a short- and long-term professional development plan for licensed staff in order to enhance professional performance and promote achievement of high standards for all students. The plan shall be developed in writing by district administration.

Professional development activities may include, but are not limited to, college courses, workshops, curriculum planning, research, travel, supervision of teacher trainees and other activities approved by the supervisor. District professional development offerings may be planned to help licensed employees meet the requirements of their licenses. The District will provide appropriate, reasonable accommodations to ensure such training, whether provided by the District or through District contracts with third parties, is made available for qualified employees with disabilities.

Requests for release time for attendance at meetings or conferences may be approved by the Superintendent or designee as deemed appropriate by the District and with the stipulation that:

1. Requests are to be submitted sufficiently in advance to permit Superintendent or designee consideration; and
2. Where release time is granted, a written report will be submitted to the administration after such meeting or conference. Where such meetings or conferences are devoted primarily or exclusively to organizational or business affairs of associations of teachers, political workshops, training sessions for consultation committees and like activities, it is not considered appropriate for the Board to expend district funds.

Each individual licensed employee is solely responsible for ensuring accurate completion of the professional development required for licensure. Once a licensed employee completes licensure requirements, the employee must submit evidence to the employee's supervisor, who will verify that the licensed employee has successfully completed the professional development requirements to the Superintendent or designee, on the Teacher Standards and Practices Commission (TSPC) Professional Educational Experience Report (PEER) form.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

[ORS 329.095](#)
[ORS 329.704](#)
[ORS 329.125](#)
[ORS 342.138 \(3\)](#)
[ORS 342.856](#)
[OAR 584-018-0205](#)
[OAR 581-022-0606](#)
[OAR 581-022-1720](#)
[OAR 584-255-0010 to -0030](#)

Clackamas IED Assn. v. Clackamas IED, No. C-141-77, 3 PUB. EMPL. COLL. BARG. REP. 1848 (ERB 1978).
Eugene Educ. Ass'n v. Eugene Sch. Dist. 4J, No. C-93-79, 5 PUB. EMPL. COLL. BARG. REP. 3004 (ERB 1980).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).

[Americans with Disabilities Act Amendments Act of 2008.](#)

[Bethel Administrative Rule GCL: Staff Development](#)



October 23, 2023

RESOLUTION NO. 23-24: 13

WHEREAS, the Board of Directors of the Bethel School District is granted the authority to prepare a supplemental budget pursuant to ORS 294.471(1)(c) to appropriate grant funding received after the adoption of the current year’s budget.

BE IT RESOLVED, That the Board of Directors, Bethel School District No. 52, Lane County, hereby adopts this supplemental budget for the **2023-2024** fiscal year as follows:

			Original Appropriation	Revision	Revised Appropriation
<u>SPECIAL REVENUE FUND (200)</u>					
1000	Instruction	\$	12,141,291	782,903	12,924,194
2000	Support Services		4,823,793		4,823,793
3000	Community Services		4,115,649		4,115,649
4000	Facilities Acquisition and Constr		1,528,986		1,528,986
5100	Debt Service		185,088		185,088
5200	Transfers		-		-
Fund Total			22,794,807	782,903	23,577,710

ATTEST _____
 Clerk – Kraig Sproles

 Chair – Robin Zygaitis

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

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