



BETHEL SCHOOL BOARD MEETING

Hybrid Meeting hosted from Shasta Middle School – Media Center – 4656 Barger Drive

Monday, March 11, 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

4. School Presentation: Shasta Middle School

5. Student Representative Reports: KHS and WHS

6. 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.

7. Board Business

- A. Budget Committee Interview: Position 7 – 15 minutes
- B. KPI Report: Long Range Plan: Planning Team Representatives – 60 minutes
- C. Financial Statement: Andrea Belz – 10 minutes
- D. Superintendent’s Report – 20 minutes
- E. Policy Update, 1st Reading
 - a. FFA – Donor Recognition and Dedications – *No changes*
 - b. GBA – Equal Employment Opportunity – *Updated to reflect new language*
 - c. GBN/JBA – Sexual Harassment – *No changes*
 - d. JBA/GBN – Sexual Harassment – *No changes*
 - e. KN – Cooperation with Law Enforcement Agencies – *No changes*

F.

8. Consent Agenda

Personnel Action

Resolution No. 45

9. Action Items

A. Adopt policies IGAR, FFA, GBN/JBA, JBA/GBN, and KN

Resolution No. 46

B. Budget Committee Appointment: Position 7

Resolution No. 47

C.

10. Information and Discussion

A. BEF Adult Prom – Back to the 80s, Saturday, March 16, 7-11pm, Shadow Hills Country Club

B. NSBA 2024 Conference, April 6-8, New Orleans

C.

11. Board Activity Update

A.

12. Review of Upcoming Meetings:

Monday, March 18, 2024 – District Office – 5:30 p.m.

Special Board Meeting/Work Session

Thursday, March 21, 2024 — WHS Cafeteria – 6:00 p.m. – 8:00 p.m.

Special Board Meeting/Community Engagement Session

Monday, April 22, 2024 – Irving Elementary School – 6:30 p.m.

A. Student Presentation: Irving Elementary School

B. Student Representative Reports: KHS and WHS

C. KPI Report: Community Survey: Alisha Dodds

D. KPI Report: Profile of a Bethel Learner: Dan Hedberg

E. K-5 Math Adoption: Jill Robinson-Wolgamott

F. Superintendent's Report

G. Board Policies up for periodic review

H.

13. Adjournment

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

FEBRUARY 12, 2024

The February 12, 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: Debi Farr, Caleb Clark, Curt Nordling (joined virtually), Paul Jorgensen, Drae Charles, and Chair, Robin Zygaitis

Absent: Ashley Espinoza

District staff and presenters: Superintendent Sproles, KHS Student Representative Meztly Romero, WHS Student Representative Jada Iheanyi-Igwe, Remie Calalang, Alisha Dodds, Andrea Belz, Stefan Aumack, Dan Hedberg, Pat Bradshaw, Laura Hammond, and Jill Busby.

CALL TO ORDER

Chair Zygaitis called the February 12, 2024 meeting of the Board of Directors to order at 6:32 p.m.

PLEDGE OF ALLEGIANCE

Director Jorgensen led the Pledge of Allegiance.

ACTION ON WORK SESSION NOTES & MINUTES

Chair Zygaitis presented the Work Session Notes and Minutes from the January 22, 2024 Work Session/Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Work Session Notes and Minutes as submitted.

STUDENT REPRESENTATIVE REPORTS: KHS AND WHS

KHS Student Representative Report: Meztly Romero

See [video recording](#) at 0:1:25 for Meztly's presentation.

- Kalapuya's new semester started today.
- Jeff, Kalapuya's CTE Teacher, visited classrooms today encouraging students to participate in completing the new CTE building.
- The greenhouse is currently undergoing renovations, and students have begun the process of planting for the upcoming May plant sale.
- Preparations are underway for student-led field trips to the Bethel Farm, specifically for Bethel elementary students.
- Five current Bethel employees who are Kalapuya graduates recently shared their experiences with current Kalapuya students.
- Tomorrow afternoon Kalapuya's student council will ratify the school's constitution.
- The senior cohort is currently studying investing. Upon finishing the lessons, each student will be given \$150 to invest according to their individual preferences.
- Students from the senior cohort are participating in internships and apprenticeships.
- Meztly presented the idea of a communications class, club, or group to benefit students.

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WHS Student Representative Report: Jada Iheanyi-Igwe

See [video recording](#) at 0:5:22 for Jada's presentation.

- Willamette's new semester started last week.
- The end of semester "Cookies and Cram" study sessions were successful.
- Highlights of Willamette's College and Career Center include assistance with college, scholarship, and FAFSA applications and weekly visits from community members who share their experiences in their careers.
- Students are preparing for upcoming spring sports.
- Willamette's Chess Club is undefeated.
- Affinity groups have several upcoming events.
- Girls Basketball is 4th in the state right now. Students and community members are encouraged to attend games to show their support.
- 8th grade tours take place tomorrow and Wednesday.
- Leadership students, along with Willamette's Environmental Action group, are planning a dance in April.

During a discussion with Superintendent Sproles, Jada and Meztly shared effective strategies for supporting students at Willamette and Kalapuya High Schools, both of which boast the highest graduation rates in the region for the 2022-23 school year. Jada highlighted the involvement of teachers and success coaches, including initiatives like Wolverine Hour at Willamette, which connects students with resources such as peer tutors. Meztly emphasized the personalized attention students receive at Kalapuya and the importance of staff listening to students' needs both within and beyond the school environment.

DELEGATIONS AND VISITORS

See [video recording](#) at 0:13:22 for Delegations and Visitors

Director of Community Relations and Communications Alisha Dodds noted that Board members received several letters from Wolverine Community High School students who shared their thoughts on the program.

SUPERINTENDENT'S REPORT

Low Income Rental Housing Property Tax Exemption Update: Laura Hammond

See [video recording](#) at 0:15:29 for Laura Hammond's presentation

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

Laura Hammond, Housing Tools Analyst for the City of Eugene, presented an overview of the affordable housing program, discussing its history and benefits. She also outlined a proposal to introduce limited equity cooperatives for low-income households. During the presentation, Ms. Hammond addressed questions from the Board and participated in a discussion with Board members and District staff. The Board will potentially consider a resolution to approve the policy of granting tax exemptions for low-income limited equity cooperative properties during the Action Items segment of the Board meeting.

Bond Project Update: Pat Bradshaw

See [video recording](#) at 0:31:00 for Pat Bradshaw's presentation.

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

Bond Projects Manager Pat Bradshaw provided progress updates on the construction of the new Cascade Middle School and Willamette Career Technical Education (CTE) buildings, as well as the demolition of the

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original Cascade Middle School. A video showcasing the current status of the new buildings and the new space for the Bethel Health Center was presented. It was noted that temporary occupancy of the Cascade Middle School is anticipated by the end of March, limited to daylight hours only, with full occupancy expected by September 2024 in time for the start of the new school year. Mr. Bradshaw also addressed inquiries from the Board during the presentation.

Superintendent Sproles mentioned that the Bond Oversight Committee convened recently and reported that the committee will possibly consider using remaining bond funds to move forward with Maintenance building improvements, implementing additional security features on Willamette's campus near the Maintenance buildings, and expanding the District's Transportation Department parking area.

2022-23 Graduation Rates: Dan Hedberg & Stefan Aumack

See [video recording](#) at 0:59:14 for Dan Hedberg and Stefan Aumack's presentation.

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

Willamette High School Principal Dan Hedberg and Kalapuya High School Principal Stefan Aumack reported that their respective schools achieved the highest graduation rates in the region for the 2022-23 school year. They presented statistical data comparing these rates with those of other local high schools and the statewide graduation rate. Additionally, they discussed the support systems and strategies for fostering student success at both schools. Mr. Hedberg and Mr. Aumack answered questions from the Board and participated in further discussion.

Mr. Hedberg also mentioned that Abby Shreve, a student at Willamette High School, was recently recognized as the 2023 Future First Citizen by the Eugene Area Chamber of Commerce at their Annual Celebration of Business.

Chair Zygaitis called a recess at 8:05 p.m.

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

Financial Statement: Andrea Belz

See [video recording](#) at 1:38:53 for Andrea Belz's presentation.

Business Services Director Andrea Belz presented the Board with the revised financial statement format, covering general fund operations, Elementary & Secondary School Emergency Relief (ESSERIII), Student Investment Account (SIA), High School Success (HSS-M98), and the 2021 General Obligation (GO) Bond. Ms. Belz highlighted an Estimated Ending Fund Balance of \$9,744,901 for general fund operations. Ms. Belz, along with Superintendent Sproles, answered inquiries from the Board throughout the presentation.

Resilience Hub: Remie Calalang

See [video recording](#) at 2:10:34 for Remie Calalang's presentation.

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

Assistant Superintendent Remie Calalang provided the Board with an overview of resilience hubs, which are aimed at supporting neighborhoods and communities during climate crises and could potentially serve as community centers during non-crisis periods. These hubs are intended to address community needs during various emergencies such as smoke, ice storms, and other environmental disasters. Bethel has been identified

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BOARD OF DIRECTORS

FEBRUARY 12, 2024

as an area in need of a resilience hub. The resilience hub planning team, comprising several local agencies, is currently pursuing a competitive federal grant for this initiative, with the District required to submit an initial letter of support by March 1. The Fairfield auxiliary gym is being considered as a potential central location for one of these hubs, with upgrades to be funded by the grant. Board members posed inquiries about liability, storage, ongoing expenses, equipment replacement, and contract terms, which will be addressed by the resilience hub planning team.

Set July Board Meeting and Board Retreat dates:

See [video recording](#) at 2:28:19 for this presentation.

- a. The Board agreed to tentatively set the July Board Meeting for July 1st.
- b. The Board agreed to tentatively set the Summer Board Retreat for August 9th-10th.
- c. The Board discussed the possibility of changing the regular Board meeting day from Monday to Wednesday.

In addition, the Board agreed to establish a regular pattern for work sessions and to resume with Board meetings being scheduled in the District Office boardroom rather than in school buildings.

Superintendent’s Update

See [video recording](#) at 2:37:45 for this presentation.

Superintendent Sproles shared a brief review of the KPI data reporting schedule for the remainder of the school year and noted that a Special Board Meeting/Work Session is planned for March 18th.

Policy Update, 1st Reading

See [video recording](#) at 2:38:57 for this presentation.

Assistant Superintendent Calalang reported on and answered questions related to the following Board policies:

- LBEA – Resident Student Denial for Virtual Public Charter School Attendance – *Updated to reflect new language*
- JEA – Compulsory Attendance – *Updated to reflect new language*

CONSENT AGENDA

Resolution No. 28 – Personnel Action

See [video recording](#) at 2:45:12.

Motion: Debi Farr moved, Paul Jorgensen seconded, to approve the Revised Consent Agenda as specified below.

#	Name	Type	Description
1.	Abney, Melissa	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE Teacher @District Office; start date: 2/1/2024.
2.	Bunker, PK	Additional Temporary Hours for 2023-24	Offer Temporary Contract for additional .5 FTE Culinary CTE Teacher @Willamette; start date: 2/5/2024; total: 1.0 FTE.

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3.	Cisneros, Anthony	Hire for 2023-24	Offer Extra Duty Contract for Bethel Boys Affinity Group Leader @Cascade; start date: 1/2/2024.
4.	Davidson, Will	Hire for 2023-24	Offer Extra Duty Contract for Bethel Boys Affinity Group Leader @Shasta; start date: 1/2/2024.
5.	Erickson, Lee Ann	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: 5 th Grade Teacher @Irving; 1 year at Bethel.
6.	Grasseth, Logan	Hire for 2023-24	Offer Administrator Contract for Student Services Director @District Office; Replaces: Brenda Martinek; Education: BS/UO; Masters in Special Education/UO; Administrator Licensure: UO; Experience: Assistant Student Services Director, District Office, 2.5 years; Assistant Principal, Cascade, 2 years; Special Education Teacher, Cascade, 4 years; Special Education Teacher, Seven Oak Middle School, Lebanon School District, 1 year; Start Date: 2/22/2024.
7.	Harrington, Jesse	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE Teacher @District Office; start date: 2/1/2024.
8.	Hill, Matt	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE Teacher @District Office; start date: 2/1/2024.
9.	Johnson, Brandon	Hire for 2023-24	Offer Extra Duty Contract for Bethel Boys Affinity Group Leader @Meadow View; start date: 1/2/2024.
10.	Martinek, Brenda	Resignation	Accept resignation effective 2/22/2024; position held: Student Services Director @District Office; 1.5 years at Bethel.
11.	Pavlovic, Ratko	Hire for 2023-24	Offer Extra Duty Contract for Bethel Boys Affinity Group Leader @Prairie Mountain; start date: 1/2/2024.
12.	Petersen, Lisa	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE Teacher @District Office; start date: 2/1/2024.
13.	Roberts, Eric	Hire for 2023-24	Offer Extra Duty Contract for Bethel Boys Affinity Group Leader @Shasta; start date: 1/2/2024.

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14.	Saczko, Katarzyna	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE Teacher @District Office; start date: 2/1/2024.
15.	Shelton, Stacy	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE Life Skills Teacher @Clear Lake; start date: 1/29/2024.
16.	Story, Mark	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE Teacher @District Office; start date: 2/1/2024.
17.	Wiley, Anisha	Resignation	Accept resignation effective 2/2/2024; position held: 9-12 Core Teacher @Willamette; 1.5 years at Bethel.
18.	Yabusaki, Matthew	Hire for 2023-24	Offer Extra Duty Contract for Bethel Boys Affinity Group Leader @Meadow View; start date: 1/2/2024.
19.	Fjordbeck, Katie	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: 5 th Grade Teacher @Malabon; 3 years at Bethel.
20.	McMurry, Elizabeth	Infant Care Leave	Approve 1.0 FTE Infant Care Leave for the 2024-25 school year; position: 1 st Grade Teacher @Malabon.
21.	Paulson, April	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: Resource Room Teacher @Shasta; 2.5 years at Bethel.
22.	Redfield, Robert	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE 6 th Grade Core Teacher @Prairie Mountain; start date: 1/16/2024.
23.	Shirtcliff, Alli	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: 4 th Grade Teacher @Malabon; 3 years at Bethel.

Motion Passed, 6-0

Absent: Ashley Espinoza

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ACTION ITEMS

Resolution No. 29 – Adopt Policy GCDA/GDDA

See [video recording](#) at 2:47:10.

Motion: Caleb Clark moved, Drae Charles seconded, to adopt the following Board Policy:

GCDA/GDDA – Records Checks and Fingerprinting

Motion Passed, 6-0

Absent: Ashley Espinoza

Resolution No. 30 – Approve Budget Committee Appointment: Position 4

See [video recording](#) at 2:48:12.

Motion: Caleb Clark moved, Debi Farr seconded, to appoint Erin Basinger to the Budget Committee, Position 4 (3-year term).

Motion Passed, 6-0

Absent: Ashley Espinoza

Resolution No. 31 – Extend Budget Committee Timeline

See [video recording](#) at 2:49:31.

Motion: Paul Jorgensen moved, Caleb Clark seconded, to extend the application period to March 1, 2024, at 4:00 p.m. for position #7 on the Budget Committee. Budget Committee appointments will be made at a future Board of Directors meeting.

Motion Passed, 6-0

Absent: Ashley Espinoza

Resolution No. 32 – Adopt Low-Income Rental Housing Property Tax Exemption

See [video recording](#) at 2:51:07.

Motion: Caleb Clark moved, Debi Farr seconded, to adopt the low-income rental housing property tax exemption, agreeing to the policy of providing property tax exemptions for low-income limited equity cooperative properties as provided in ORS 307.515 to 307.523 and Sections 2.937 – 2.940 of the Eugene Code, 1971.

Motion Passed, 6-0

Absent: Ashley Espinoza

INFORMATION AND DISCUSSION

- A. Bagels with the Board, Friday, February 23, 7:45am, Fairfield
- B. Blacknificent Black History Month Banquet, Friday, February 23, 6-8pm, Willamette High School
- C. Bagels with the Board, Thursday, March 7, 7:10am, Prairie Mountain
- D. BEF Adult Prom - Back to the 80s, Saturday, March 16, 7-11pm, Shadow Hills Country Club
- E. NSBA 2024 Conference, April 6-8, New Orleans

BOARD ACTIVITY UPDATE

None

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BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

FEBRUARY 12, 2024

REVIEW OF NEXT MEETING: MONDAY, FEBRUARY 26, 2024 – DISTRICT OFFICE

- A. Student Representative Reports: KHS and WHS
- B. 2023-25 Local Service Plan – Year Two: Tony Scurto
- C. Transfer Update
- D. Employee Contracts for 2024-25
- E. Superintendent’s Update
- F. Board Policies up for periodic review

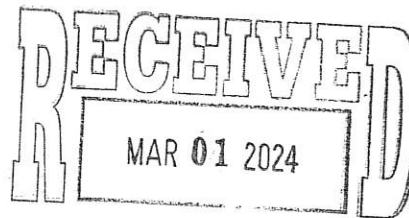
ADJOURNMENT

There being no further business to bring before the Board, Chair Zygaitis adjourned the meeting at 9:29 p.m.

Clerk – Kraig Sproles

jcb

Chair – Robin Zygaitis



BETHEL SCHOOL DISTRICT #52
4640 Barger Drive • Eugene, OR 97402-1297

541-689-3280

By: _____
COMMITTEE APPLICATION

Name of Committee BUDGET

Applicant's Name DIANE BEHLING Phone _____

Address _____

Email Address _____

Occupation _____ Are you a registered voter? YES NO

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

Briefly state your reasons for applying for this position _____

I seek opportunities to contribute in my community and hopefully make beneficial use of my experiences. I serve on the Eugene Planning Commission and the ABC Board.

What (if any) are your goals and priorities for this committee? _____

To support and further the vision and purpose of the district.

Special interests or qualifications • 15 years as educational facilities planner, UC Santa Cruz - submitted capital project budgets to the state
• 15 years corporate facilities management

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 March 1, 2024, at 4:00pm.

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	Actuals February 2024	Actual %	Projected %	Actuals YTD	Actual %	Projected %	Projected 2023-2024 Totals	Adopted 2023-2024 Totals	
General Fund Operations (Fund 100)									
Revenues							64,106,815	62,361,914	
Expenditures									
Salaries	2,938,439	8.68%	8.39%	18,761,429	55.42%	53.30%	34,298,968	33,854,519	
Employee payroll costs & benefits	1,829,545	8.40%	8.34%	11,706,048	53.76%	53.12%	21,223,572	21,775,662	
Purchased services	344,518	6.12%	6.36%	2,895,756	51.42%	55.12%	5,631,676	5,631,676	
Supplies	104,714	5.06%	6.41%	1,120,302	54.09%	63.87%	2,071,316	2,071,316	
Capital outlay	9,760	3.90%	0.00%	61,932	24.77%	33.18%	157,232	250,000	
Insurance/Dues/Other	120,316	12.47%	1.59%	958,494	99.35%	99.68%	964,791	964,791	
Interfund Transfers	-	0.00%	0.00%	583,159	39.83%	15.86%	1,763,950	1,463,950	
Total Expenditures	5,347,292			36,087,120			66,111,505	66,011,914	
							Beginning Fund Balance (unaudited)	11,650,000	9,650,000
							Operating Income / (Deficit)	(2,004,690)	(3,650,000)
							Estimated Ending Fund Balance	9,744,901	6,000,000
							Ending Fund Balance as Percentage of Expenditures	14.74%	

Elementary & Secondary School Emergency Relief (ESSER III)

Expenditures								
Salaries	135,017			910,877			1,653,705	
Employee payroll costs & benefits	92,015			601,735			1,124,339	
Purchased services	19,097			307,465			475,461	
Supplies	231			52,386			153,788	
Insurance/Dues/Other	-			1,904			1,904	
	<u>246,360</u>			<u>1,874,367</u>			<u>3,409,197</u>	<u>3,514,764</u>

Student Investment Account (SIA)

Expenditures								
Salaries	246,908			1,422,072			3,119,149	3,222,733
Employee payroll costs & benefits	147,989			855,789			1,817,646	1,811,329
Purchased services	4,651			7,648			96,000	-
Supplies	320			34,463			129,500	129,500
Insurance/Dues/Other	-			510			510	-
	<u>399,868</u>			<u>2,320,482</u>			<u>5,162,805</u>	<u>5,163,562</u>

High School Success (HSS - M98)

Expenditures								
Salaries	62,082			363,527			727,917	784,730
Employee payroll costs & benefits	37,857			213,522			434,899	514,538
Purchased services	1,066			5,713			5,713	-
Supplies	271			175,635			287,458	157,973
Capital outlay	-			-			-	-
Insurance/Dues/Other	-			593			593	-
	<u>101,276</u>			<u>758,990</u>			<u>1,456,580</u>	<u>1,457,241</u>

Bethel School District #52
2021 GO Bond \$99.3 Million PAR
As of February 29, 2024

	2023-24	
	Actuals	Projections
Beginning Fund Balance 7-1-2023	\$ 67,222,590.52	
Interest Earnings	\$ 595,066.55	
OSCIM Bond Sale Matching Grant	\$ 6,065,898.00	
Total Resources	\$ 73,883,555.07	
 Projects:		
Bond Administration and Issuance costs	\$ 166,577.11	\$ 400,294.94
WHS Vocational Arts Building	\$ 4,776,227.76	\$ 4,750,252.02
New Maintenance Building	\$ -	\$ 889,759.42
New Cascade Middle School	\$ 17,378,439.68	\$ 21,539,194.16
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	\$ 572,151.63	\$ 4,014,186.23
Critical Infrastructure Projects	\$ 605,963.13	\$ 3,049,500.00
Add new Covered Play Structure	\$ -	\$ -
Textbooks and Curriculum	\$ 221,041.13	\$ 1,882,846.56
Replacement of roofs	\$ 909,136.36	\$ 504,195.46
Baseball field lighting	\$ -	\$ 548,933.95
Total Requirements	\$ 24,702,284.02	\$ 38,954,923.62
 Balance Remaining	 \$ 49,181,271.05	 \$ (38,954,923.62)

Unallocated Bond Balance \$ 10,226,347.43
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**BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT**

Subject: Donor Recognition and Dedications

Policy Number: FFA Effective Date: 3/2024

Date of Original Policy and Revisions: 8/16, 12/19

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

Date of Next Review: 3/2027

POLICY

DONOR RECOGNITION

The Board welcomes donations that enhance or improve District programs or facilities. Donations may be made directly to the District or through the Bethel Education Foundation. Donations may be directed to specific programs or facilities but must meet any relevant state and/or federal guidelines.

The Superintendent or designee will recognize, through a personal letter and receipt of the gift, donations made directly to the District. Donors may also be acknowledged for a limited time in school or District publications (physical or electronic), broadcasts, and on school premises. Donors shall not be recognized in ways that would allow marketing activities, including advertising, to take place in classrooms, hallways, elementary school gyms or multipurpose rooms, or cafeterias (see policy KJ). District property (e.g., buildings, rooms, fields, gymnasiums, etc.) may not be named or renamed to recognize a donor. However, with Superintendent or designee approval, plaques, murals, art, or other signage may be erected to recognize a donor for their significant contributions to a school program or facility.

DEDICATIONS

The Board recognizes that when a school community experiences the sudden loss of a student or staff member, it is often important to the school community and to those who are personally affected by the loss to acknowledge the event. At times, certain traumatic events occurring on a local, state or national level may also give rise to the need for District acknowledgment through appropriate activities, dedications, or commemorations. Additionally, certain acts, career, or volunteer achievements may also give rise to the need for District acknowledgment through activities, dedications, or commemorations. The Superintendent or designee, subject to the provisions of this policy, may approve requests from students, staff, parents or others for commemorating, remembering, or memorializing a person or event.

The Board recognizes that temporary memorials of flowers, personal messages and mementoes are often created at lockers, parking spaces and other areas on District property upon losses or notable events. Temporary memorials may be permitted at the discretion of the Superintendent or designee. The District will consult with the family of those impacted, as appropriate. The display of all remembrances will be temporary in nature, removed in a time appropriate manner and offered to the family.

Requests may be made to commemorate an individual or event in school yearbooks, at graduation ceremonies, and other District activities. Activities that will not detract from school activities, or the celebration of student accomplishments, may be authorized. School activities may be rescheduled or cancelled with prior Superintendent or designee approval. In considering memorial activity requests, the administration will balance memorializing or commemorating the individual or event, while not creating an atmosphere that idealizes a traumatic event or self-destructive behavior.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Contributions may be made to a scholarship fund established by the District memorializing a member or members of the school community or in memory or recognition of certain events. Memorial scholarships may be accepted and awarded under criteria approved by the District in honor of persons who have special significance to the school community. All such offers will be submitted to the Superintendent or designee with pertinent information concerning the purpose of the memorial scholarship. Funds will be administered by the District.

Items, (e.g., plants/trees, benches, art, gardens, etc.) may be accepted by the District in memory of an individual or notable event with Superintendent or designee approval. The Superintendent or designee will consider any maintenance costs to the District of such gifts as well as the nature and circumstances of the dedication, prior to approval. Items received become the property of the District.

Schools may observe a moment of silence in memory of the individual or in recognition of certain traumatic events as deemed appropriate by the Superintendent or designee. Additional District counseling services may be made available to provide support for those impacted by traumatic events.

School will not be dismissed early or cancelled on the day of a memorial or funeral service without Superintendent approval. Flags may be lowered only in accordance with state and federal law.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 332.385](#)

**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 orientation², gender identity, national origin, marital status, pregnancy, childbirth or a related medication condition³, age, veterans' status⁴, service in uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, ethnicity, cultural background, ~~genetic information~~, socioeconomic status, source of income, ~~familial status~~, physical characteristic, or linguistic characteristics of a national origin group, and disability⁵ 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 of 1990, and the Americans with Disabilities Act Amendments Act of 2008 (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 of 1972. 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.

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 ~~“Sexual orientation” means an individual’s actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual’s gender identity, appearance, expression or behavior differs from that traditionally associated within the individual’s sex at birth.~~

³ 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.

⁴ 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.

⁵ 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).

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REPORTS

None.

ATTACHMENTS

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 659.870](#)
[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 (~~2012~~ 2018).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (~~2012~~ 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 (~~2012~~ 2018).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (~~2012~~ 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 (~~2019~~ 2020).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (~~2012~~ 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 (~~2012~~ 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 (~~2012~~ 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

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: Sexual Harassment

Policy Number: GBN/JBA Effective Date: 3/2024

Date of Original Policy and Revisions: 11/20

Cancels Policy No.: GBN Dated: 12/18

Date of Next Review: 3/2027

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.

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 action, offensive because of that other person’s sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, 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	HR Director	(541) 689-3280	remie.calalang@bethel.k12.or.us
Tina Gutierrez-Schmich	Equity Director	(541) 689-3280	tina.schmich@bethel.k12.or.us

These individual(s) are responsible for accepting and managing complaints. The Equity Director 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 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 encouraged to immediately report their concerns to District officials, this includes officials such as the principal,

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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;
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

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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 person³ 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 include⁴:

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

³ 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.

⁴ Remember confidentiality laws when providing any information.

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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:

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;

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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 activity⁵;
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 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.

Response

⁵ “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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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.⁶ The District shall treat complainants and respondents equitably by providing supportive measures⁷ to the complainant and by following a grievance procedure⁸ 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.⁹

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.¹⁰ 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

⁶ (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.

⁷ (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.⁷ 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))

⁸ 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).

⁹ The Title IX Coordinator may also discuss that the Title IX Coordinator has the ability to file a formal complaint.

¹⁰ 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 retaliate¹¹ 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](#)

¹¹ 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).

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: Sexual Harassment

Policy Number: JBA/GBN Effective Date: 3/2024

Date of Original Policy and Revisions: 11/20

Cancels Policy No.: JBA Dated: 1/19

Date of Next Review: 3/2027

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.

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 action, offensive because of that other person’s sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, 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	HR Director	(541) 689-3280	remie.calalang@bethel.k12.or.us
Tina Gutierrez-Schmich	Equity Director	(541) 689-3280	tina.schmich@bethel.k12.or.us

These individual(s) are responsible for accepting and managing complaints. The Equity Director 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 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 encouraged to immediately report their concerns to District officials, this includes officials such as the principal,

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

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;
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

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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 person³ 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 include⁴:

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

³ 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.

⁴ Remember confidentiality laws when providing any information.

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

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:

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;

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

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 activity⁵;
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 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.

Response

⁵ “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

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.⁶ The District shall treat complainants and respondents equitably by providing supportive measures⁷ to the complainant and by following a grievance procedure⁸ 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.⁹

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.¹⁰ 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

⁶ (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.

⁷ (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.⁷ 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))

⁸ 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).

⁹ The Title IX Coordinator may also discuss that the Title IX Coordinator has the ability to file a formal complaint.

¹⁰ 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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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 retaliate¹¹ 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](#)

¹¹ 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: Cooperation with Law Enforcement Agencies

Policy Number: KN Effective Date: 3/2024

Date of Original Policy and Revisions: 2/10, 10/14, 1/16

Cancels Policy No.: _____ Dated: _____

Date of Next Review: 3/2027

POLICY

The Board recognizes that cooperation with law enforcement agencies is essential for the protection of students and staff, for maintaining a safe environment in district schools and for safeguarding district property.

Programs and activities designed to enrich district curriculum and to develop and promote good citizenship and a healthy attitude toward law enforcement agencies and officials will be encouraged by the district. Law enforcement participation in such programs and activities is encouraged.

The Superintendent or designee will develop administrative regulations to implement this policy, including procedures for handling investigations, administrator requests for assistance and required referrals to law enforcement agencies.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES/COMMENTS

[ORS 329.150](#)

[ORS 419B.015](#)

Letter Opinion, Office of the Attorney General (August 18, 1986).

[Bethel Administrative Rule KN: Cooperation with Law Enforcement Agencies](#)

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March 11, 2024

RESOLUTION NO. 23-24: 45

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.	Bell, Pamela	Hire for 2023-24	Offer Extra Duty Contract for Elementary Music Director @Meadow View; start date: 1/8/2024.
2.	Johnson, Blake	Hire for 2023-24	Offer Extra Duty Contract for Assistant Track Coach @Willamette; start date: 2/8/2024.
3.	Nye, Shannon	Resignation	Accept resignation effective immediately; position held: 4 th Grade Teacher @Fairfield; 3 months 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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March 11, 2024

RESOLUTION NO. 23-24: 46

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

- IGAR:** District K-3 Reading Program
- FFA:** Donor Recognition and Dedications
- GBN/JBA:** Sexual Harassment
- JBA/GBN:** Sexual Harassment
- KN:** Cooperation with Law Enforcement Agencies

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				
Dræe Charles				

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

Subject: District K-3 Reading Program

Policy Number: IGAR Effective Date: 3/2024

Date of Original Policy and Revisions: 7/04, 9/07, 10/09, 5/12, 6/15, 5/18

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

Date of Next Review: 3/2027

POLICY

The District recognizes the importance of having all students become successful readers by the end of third grade. In order to provide a strong foundation in beginning reading for students in kindergarten through third grade, rules will be established for the implementation of a research and evidence-based reading program.

The District will establish administrative rules that define specific guidelines for a K-3 reading program that include:

- a. Assessment
- b. Instructional Time
- c. Instructional Grouping and Scheduling
- d. Instructional Material/Programs
- e. Classroom Instructional Practices
- f. Professional Development
- g. Administrative Practices
- h. District Level Support

REPORTS

None.

ATTACHMENTS

None.

REFERENCES / COMMENTS

[Administrative Rule IGAR: District K-3 Reading Program](#)

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March 11, 2024

RESOLUTION NO. 23-24: 47

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: _____ - 3-year term

ATTEST _____
Clerk – Kraig Sproles

Chair – Robin Zygaitis

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

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