



BETHEL SCHOOL BOARD WORK SESSION

Hybrid Meeting hosted from Danebo Elementary School – Media Center – 1265 Candlelight Drive
Monday, January 22, 2024 – 5:30 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. Panorama Update: Brenda Martinek

3. Adjournment

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BETHEL SCHOOL BOARD MEETING

Hybrid Meeting hosted from Danebo Elementary School – Media Center – 1265 Candlelight Drive

Monday, January 22, 2024

Immediately following the Work Session, at approximately 6:30 p.m.

Join Zoom:

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AGENDA

1. Call to Order

Robin Zygaitis, Chair

2. Pledge of Allegiance

3. Approval of Minutes

4. School Presentation: Danebo Elementary 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. Superintendent's Report

- A. Oregon School Board Appreciation Proclamation
- B. Early Literacy Grant Proposal: Jill Robinson-Wolgamott
- C. Anonymous Alerts System
- D. Superintendent's Update
- E. Policy Update, 1st Reading
 - a. GCDA/GDDA – Criminal Records Checks and Fingerprinting – *Updated to reflect new language*
 - b. EBCB – Emergency Drills and Instruction – *No changes*
 - c. EBC/EBCA – Emergency Procedures and Disaster Plans – *No changes*
 - d. ECF – Energy Conservation – *No changes*

- e. EDC – Care of District Property – *No changes*
- f. EEA – Student Transportation Services – *No changes*

F.

8. Consent Agenda

Personnel Action

Resolution No. 24

9. Action Items

A. Adopt 2024-2025 Budget Calendar

Resolution No. 25

B. Adopt Policies EBCB, EBC/EBCA, ECF, EDC, and EEA

Resolution No. 26

C. Board Calendar Update

Resolution No. 27

D.

10. Information and Discussion

A. Meadow View Staff 25 Year Reunion, February 9, Meadow View School, 3:30 p.m.

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

C.

11. Board Activity Update

A.

12. Review of Next Meeting: Monday, February 12, 2024 – District Office

A. Student Representative Reports: KHS and WHS

B. Low Income Rental Housing Property Tax Exemption Update

C. Financial Statement: Andrea Belz

D. Superintendent's Update

E. Board Policies up for periodic review

F.

13. Adjournment

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
DECEMBER 11, 2023

The December 11, 2023 meeting of the Board of Directors was held in the South Media Center at Meadow View School and was remotely accessible via Zoom Webinar.

ATTENDANCE

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

Absent: None

District staff and presenters: Assistant Superintendent Calalang, Alisha Dodds, Alyssa Dodds, Jessica Mosier, Meadow View students, Andrea Belz, Jill Robinson-Wolgamott, and Jill Busby

CALL TO ORDER

Chair Zygaitis called the December 11, 2023 meeting of the Board of Directors to order at 6:33 p.m.

PLEDGE OF ALLEGIANCE

Director Jorgensen led the Pledge of Allegiance.

ACTION ON MINUTES

Chair Zygaitis presented the Work Session Notes and Minutes from the November 13, 2023 Board Meeting and asked for additions or corrections. Hearing none, the Board approved the Work Session Notes and Minutes as submitted.

SCHOOL PRESENTATION: MEADOW VIEW SCHOOL

Meadow View School Principal Alyssa Dodds and Teacher Jessica Mosier, along with 5th grade Meadow View students, described a reading intervention class and its impact on students. In addition, Ms. Dodds and 8th grade Meadow View students reported on affinity groups and the No Place for Hate and Sources of Strength campaigns at Meadow View. Ms. Dodds and the students answered several questions from the Board which led to a discussion on affinity groups. The Board thanked Ms. Dodds and the students for their presentation.

STUDENT REPRESENTATIVE REPORTS: KHS AND WHS

WHS Student Representative Report: Jada Iheanyi-Igwe

Jada shared an update on happenings at Willamette, including a Sources of Strength campaign currently taking place before the students' winter break. Jada also commented on the Meadow View presentation and ideas that could be implemented at Willamette, updated the Board on winter sports programs, a recent ethnic studies summit attended by students, and recent band and choir concerts.

Director Charles inquired whether there are centralized resources available to all Bethel schools for affinity spaces and Sources of Strength. Assistant Superintendent Calalang described affinity group leadership, development of activities, and shared that Sources of Strength is a District-wide campaign.

KHS Student Representative Report: Meztly Romero

Meztly was not available to attend the meeting.

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
DECEMBER 11, 2023

DELEGATIONS AND VISITORS

None

SUPERINTENDENT’S REPORT

Financial Statement: Andrea Belz

Business Services Director Andrea Belz reviewed the November 2023 financial statement showing an estimated ending fund balance of \$9,744,901. Director Nordling inquired about the Board being provided with more detailed financial statements. Ms. Belz and the Board discussed the format of the financial statement and the possibility of a more detailed financial report for Board members to review. Ms. Belz will share samples of other reports at the next Board meeting.

Chair Zygaitis called a recess at 7:56 p.m.

Chair Zygaitis reconvened the meeting at 8:01 p.m.

Student Investment Account Report

Assistant Superintendent Calalang reviewed the purpose of the SIA grant and how Bethel has invested the funds in the following categories: instructional time, health and safety, class size, and well-rounded education. In addition, Assistant Superintendent Calalang provided details on the impact SIA funding has had on Bethel programs, including reductions to overall class size, the addition of social workers and family navigators, increased counselor FTE, affinity groups, funding for the Pathways Program, the addition of K-8 world language and art, and increased music, choir, PE, and CTE offerings.

Upbeat Report

Assistant Superintendent Calalang reviewed statistical data comparing results from Upbeat Staff Engagement Surveys, including the recent fall survey which shows improvement in some areas and identifies areas that need improvement. Assistant Superintendent Calalang reviewed next steps for implementing actions in the areas needing improvement, shared that another Upbeat Staff Engagement Survey will be presented to staff in spring 2024, and answered questions from the Board.

Superintendent’s Update

Assistant Superintendent Calalang shared results from a recent District literacy audit, reviewed a Sources of Strength document that is part of a District-wide campaign for students in grades 6-12 to connect them with the Sources of Strength program prior to winter break, and reported that the District is partnering with Bethel Education Foundation to provide resources for students over the break.

CONSENT AGENDA

Resolution No. 15 – Personnel Action

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

#	Name	Type	Description
1.	Clarke, Beth	Resignation	Accept resignation effective 11/24/2023; position held: ELD

MINUTES**BETHEL SCHOOL DISTRICT #52****BOARD OF DIRECTORS****DECEMBER 11, 2023**

			Teacher @Malabon; 1+ years at Bethel.
2.	Courogen, Deanna	Temporary Hire for 2023-24	Offer Temporary Contract for 1.0 FTE ELD Teacher @Malabon; Start Date: 11/27/2023.
3.	Doty, Peggy	Additional Temporary Hours for 2023-24	Offer Temporary Contract for additional .17 FTE 6-8 English Teacher @Prairie Mountain; total: 1.0 FTE.
4.	Greene, Juliauna	Resignation	Accept resignation effective December 15, 2023; position held: 4 th Grade Teacher @Fairfield; 6+ years at Bethel.
5.	Guldager, Christine	Resignation/Retirement/Rehire	Accept resignation effective 11/30/2023 to enter retirement. Offer Temporary 1.0 FTE Contract from 12/1/2023 through the end of the 2023-24 school year; position held: Math Teacher @Willamette; 20 years at Bethel.
6.	McCabe, Rob	Additional Temporary Hours for 2023-24	Offer Temporary Contract for .17 FTE Zero Period Jazz Band Teacher @Meadow View.
7.	Rico, Jackie	Resignation	Accept resignation effective the end of the 2023-24 school year; position held: School Psychologist @District Office; 1 year at Bethel.
8.	Stanley, Eric	Resignation	Accept resignation effective 12/15/2023; position held: Qualified Mental Health Provider @Meadow View; 4 months at Bethel.
9.	White, Andrew	Resignation	Accept resignation effective immediately; position held: Resource Teacher @Cascade; 3 years at Bethel.
10.	White, Casey	Hire for 2023-24	Offer Extra Duty Contract for Middle School Athletics and Activities Coordinator @Meadow View; start date: 12/3/2023.
11.	Wright, Eric	Hire for 2023-24	Offer Extra Duty Contract for Middle School Athletics and Activities Coordinator @Meadow View; start date: 12/4/2023.

Motion Passed, 7-0

MINUTES

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BOARD OF DIRECTORS

DECEMBER 11, 2023

Absent: None

ACTION ITEMS

Resolution No. 16 – Approve OSBA Board of Directors Position 6

Motion: Caleb Clark moved, Curt Nordling seconded, to approve Linda Hamilton, Lane ESD, to OSBA Board of Directors Position 6.

Motion Passed, 7-0

Absent: None

Resolution No. 17 – Approve OSBA Legislative Policy Committee Position 6

Motion: Caleb Clark moved, Ashley Espinoza seconded, to approve Judy Newman, Eugene 4J, to OSBA Legislative Policy Committee Position 6.

Motion Passed, 7-0

Absent: None

Resolution No. 18 – OSBA Resolution 1 – Create Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee

Motion: Caleb Clark moved, Ashley Espinoza seconded, to create a Rural School Board Members Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee. The Board discussed lack of information related to funding a Rural School Board Members Caucus and potential funding impacts to other caucuses.

Motion Failed, 7-0

Absent: None

Resolution No. 18 – OSBA Resolution 1 – Create Rural School Board Members Caucus and designate a seat on the Board of Directors and Legislative Policy Committee

Motion: Curt Nordling moved, Drae Charles seconded, to abstain from creating a Rural School Board Members Caucus and designating a seat on the OSBA Board of Directors and Legislative Policy Committee.

Motion Passed, 7-0

Absent: None

Resolution No. 19 – OSBA Resolution 2 – Adopt proposed amendments to OSBA Bylaws

Motion: Debi Farr moved, Robin Zygaitis seconded, to adopt the proposed amendments to the OSBA Bylaws. The Board discussed the proposed amendments.

Motion Passed, 7-0

Absent: None

INFORMATION AND DISCUSSION

- A. NSBA 2024 Conference, April 6-8, New Orleans.
- B. Chair Zygaitis, Vice Chair Clark, and Director Farr will attend an upcoming Eugene Education Association Listening Session and Director Nordling will serve as an alternate.
- C. Director Farr reported that Superintendent Sproles, Lane County Commissioner Pat Farr, and Active Bethel Citizens Co-Chair Tai Pruce-Zimmerman recently served as panelists during a City Club of Eugene forum on the Bethel community's past, present, and future.

MINUTES

BETHEL SCHOOL DISTRICT #52

BOARD OF DIRECTORS

DECEMBER 11, 2023

BOARD ACTIVITY UPDATE

- A. Chair Zygaitis shared that she attended the recent play at Willamette which was very entertaining, and also attended the band and choir performances at Cascade which were standing room only.
- B. Vice Chair Clark participated in the recent Bethel Education Foundation grant parade.
- C. Chair Zygaitis stated that Bethel Education Foundation's Adult Prom will be held in March and will be an 80s themed event.

REVIEW OF NEXT MEETING: MONDAY, JANUARY 8, 2024 – DISTRICT OFFICE

- A. Student Representative Reports: KHS and WHS
- B. Fall Sports Review: Bill Wagner
- C. Review Budget Calendar: Andrea Belz
- D. Budget Committee Openings and Timelines
- 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 9:04 p.m.

Clerk – Kraig Sproles

jcb

Chair – Robin Zygaitis

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

Subject: **Criminal Records Checks and Fingerprinting**

Policy Number: **GCDA/GDDA** Effective Date: **2/2024**

Date of Original Policy and Revisions: **4/94, 5/95, 2/00, 10/06, 1/09, 1/10, 1/12, 2/13, 1/14, 1/16, 12/17, 6/22**

Cancels Policy No.: **GBO** Dated: **NA**

Date of Next Review: **2/2027**

POLICY

In a continuing effort to ensure the safety and welfare of students and staff, the District shall require all newly hired full-time and part-time employees¹ not requiring licensure under Oregon Revised Statute (ORS) 342.223 to submit to a criminal records check and/or fingerprinting as required by law. Other individuals, as determined by the District, that will have direct, unsupervised contact with students shall submit to criminal records checks and/or fingerprinting as established by Board policy and as required by law.

“Direct, unsupervised contact with students” means contact with students that provides the person opportunity and probability for personal communication or touch when not under direct supervision.

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

1. All individuals employed as or by a contractor, whether employed part-time or full-time, and considered by the District to have direct, unsupervised contact with students;
2. Any community college faculty member providing instruction at the site of an early childhood education program, at a school site as part of an early childhood program, or at a grade K through 12 school site during the regular school day;
3. Any individual who is an employee of a public charter school and not requiring licensure under ORS 342.223; and
4. Any individual considered for volunteer service with the District who is allowed to have direct, unsupervised contact with students.

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

The District shall require a fingerprint based criminal records check for volunteers allowed direct, unsupervised contact with students in the following positions:

1. Coaches and advisors of District-sponsored programs and activities;

¹ Any individual hired within the last three months. A subject individual does not include an employee hired within the last three months if the district has evidence on file that meets the definition in Oregon Administrative Rule (OAR) 581-021-0510(11)(b).

² Subject individuals and requirements are further outlined in GCDA/GDDA-AR – Criminal Records Checks and Fingerprinting.

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

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

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

Collection of fingerprint information for a subject individual shall be processed only after the offer of employment or contract from the District. The subject individual may be charged a fee by the District which they may request be withheld from the amount owed to them by the District.

The District shall not begin the employment of a subject individual or terms of a District contractor before the return and disposition of the required criminal records checks.

The service of a volunteer with direct, unsupervised access to students will not begin before the return and disposition of a criminal records check.

When the District is notified of a subject individual who has been convicted of any crimes prohibiting employment or contract the individual will not be employed or contracted, or if employed will be terminated. When the District is notified of a subject individual who knowingly made a false statement as to the conviction of any crime, the individual may be employed or contracted by the District, or if employed by the District may be terminated. A subject individual who fails to disclose the presence of convictions that would not otherwise prohibit employment or contract with the District as provided by law may be employed or contracted by the District.

The District's use of criminal history must be relevant to the specific requirements of the position, services or employment.

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

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

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

APPEALS

A subject individual may appeal a determination from ODE that prevents employment or eligibility to contract with the District to the Superintendent of Public Instruction as a contested case under ORS 183.413 – 183.470.

A volunteer may appeal a determination from a fingerprint-based criminal records check by ODE that prevents the ability to volunteer with the District to the Superintendent of Public Instruction as a

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

contested case, under ORS 183.413 – 183.470.

DRIVER CERTIFICATION AND APPROVAL TO OPERATE DISTRICT-OWNED VEHICLES

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

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

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

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

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

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

Subject: Emergency Drills and Instruction
Policy Number: EBCB Effective Date: 2/2024
Date of Original Policy and Revisions: 1/14, 5/15, 2/16, 12/19
Cancels Policy No.: N/A Dated: N/A
Date of Next Review: 2/2027

POLICY

Each administrator will conduct emergency drills in accordance with the provisions of Oregon Revised Statutes (ORS).

All schools are required to instruct and drill students on emergency procedures so that students can respond to an emergency without confusion and panic. The emergency procedures shall include drills and instruction on fires, earthquakes and safety threats.

Instruction and drills for students on fires, earthquakes and safety threats shall be conducted for at least 30 minutes each school month.

Fire Emergencies

The District will conduct monthly fire drills. At least one fire drill will be held within the first 10 days of the school year. Drills and instruction on fire emergencies shall include routes and methods of exiting the school building.

Earthquake Emergencies

At least two drills on earthquakes shall be conducted each year¹. Drills and instruction for earthquake emergencies shall include the earthquake emergency response procedure of "drop, cover and hold on" during the earthquake. When based on the evaluation of specific engineering and structural issues related to a building, the District may include additional response procedures for earthquake emergencies.

Safety Threats

At least two drills on safety threats shall be conducted each year. Drills and instruction on safety threats shall include procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety.

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

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

¹ Local units of government and state agencies associated with emergency procedures training and planning shall review the emergency procedures and assist the District with the instruction and the conducting of drills for students in these emergency procedures.

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BOARD OF EDUCATION POLICY STATEMENT

Legal Reference(s):

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

[OAR 581-022-1420](#)

[ORS 336.071](#)

[ORS 476.030\(1\)](#)

OREGON STATE FIRE MARSHAL, OREGON FIRE CODE (2014)

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

Subject: Emergency Procedures and Disaster Plans

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

Date of Original Policy and Revisions: 7/20

Cancels Policy No.: NA Dated: _____

Date of Next Review: 2/2027

POLICY

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

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

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

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

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

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

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

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

Legal Reference(s):

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

[ORS 332.107](#)

[ORS 433.260](#)

[ORS 433.441](#)

[OAR 437-002-0161](#)

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

[OAR 581-022-2220](#)

[OAR 581-022-2225](#)

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

Subject: **Energy Conservation**

Policy Number: **ECF** Effective Date: **2/2024** Date of

Original Policy and Revisions: **1/84, 5/91, 9/94, 11/99, 1/06, 10/08, 11/10, 1/14, 4/18**

Cancels Policy No.: **EBD** Dated: **1/84**

Date of Next Review: **2/2027**

POLICY

Energy conservation is critical to our society and it is important for the school district to be an example for our community and students. It is the desire of the School Board to have procedures and practices in place that will conserve energy to the best of the district's ability.

The district will explore ways to conserve energy, which will include but not be limited to the following:

1. Work with agencies that can assist with documenting appropriate areas for energy conservation (i.e. Department of Energy, Eugene Water and Electric Board, other school districts)
2. Monitor energy consumption
3. Train staff and students regarding the district's energy conservation efforts
4. Encourage recycling

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

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

Subject: Care of District Property

Policy Number: EDC Effective Date: 2/2024

Date of Original Policy and Revisions: 5/91, 9/94, 11/99, 1/06, 10/08, 12/10, 1/12, 5/15, 1/19

Cancels Policy No.: _____ Dated: _____

Date of Next Review: 2/2027

POLICY

In order to properly carry out its stewardship role, the District will establish procedures to account for and maintain its equipment and other capital assets.

Each building administrator or supervisor shall be responsible for the equipment and other assets in their custody.

The Director of Business Services shall be responsible to maintain a district-wide equipment accounting and inventory system for items valued in excess of \$5,000 that provides information to assist administrators in carrying out their custodial responsibilities. The system will be designed to also satisfy insurance and audit requirements for an accurate listing of property.

REPORTS

None.

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

None.

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

Subject: **Student Transportation Services**

Policy Number: **EEA** Effective Date: **2/2024**

Date of Original Policy and Revisions: **1/84, 19/91, 1/96, 11/99, 1/06, 6/07, 2/08, 11/08, 12/10, 2/13, 2/16, 6/19, 1/20**

Cancels Policy No.: **JGG, EE** Dated: **1/84**

Date of Next Review: **2/2027**

POLICY

School transportation services will be provided for students to and from school in accordance with State and Federal laws, regulations, and guidelines pertaining to school bus transportation. Students navigating homelessness will be provided transportation to and from the student's school of origin¹ as required by the Every Student Succeeds Act (ESSA). Services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the Board.

Students living within specified attendance boundaries shall receive transportation services to their respective schools. In addition, students, including those receiving special education, may be eligible for transportation for safety, health or other reasons.

The Board may provide transportation for students between the various Bethel schools and other places of instruction to which they are assigned for educational purposes.

The District may use Type 10 School Activity Vehicles to transport students from home to school, school to home and from District-sponsored activities.

Transportation will be arranged for educational field trips. Participants in athletics and other activities may need to provide their own transportation for events within the Eugene/Springfield metropolitan area.

Transportation for students receiving special education services will be provided as determined by IEP teams. Preschool students with disabilities who have transportation as a related service and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation.

The District may also provide transportation using federal funds² or through cooperative agreements with local victims assistance units for a student to attend a safe District school³ out of the student's attendance area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous.

¹"School of origin" means the school that the student attended when permanently housed or the school in which the student was last enrolled.

When the student has completed the final grade served by the school of origin, the term "school of origin" shall include the designated receiving school at the next grade level for all feeder schools.

²"Federal funds" means funds available through Title IV, Part A, and Title V, Part A.

³If there is not another school in the District to which students can transfer, districts are encouraged, but not required, to explore other appropriate options, i.e., an agreement with a neighboring district.

BETHEL SCHOOL DISTRICT #52
BOARD OF EDUCATION POLICY STATEMENT

If there are no other schools within the District a student may transfer to, the District may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement.

Students attending any private, parochial or public charter school under the compulsory school attendance laws will, where the private, parochial or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students.

Transportation will be provided for students whose parent or guardian voluntarily placed the child outside the child's home with a public or private agency and who is living in a licensed, certified or approved substitute care program, and whose residency is established pursuant to Oregon Revised Statute (ORS) 339.134.

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Oregon Department of Transportation under ORS 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until he/she is four feet nine inches tall or age eight and the adult belt properly fits.⁴ A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles in excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus or school activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus or vehicle driver to the transportation supervisor. The transportation supervisor will, as soon as possible, inform the appropriate administrator of such occurrence. Violators may be denied use of transportation for a period of time as deemed proper by the administrator and transportation supervisor.

The principal or designee shall ensure transportation officials and drivers shall receive notification of students having special medical or behavioral protocols identified in student records. Drivers shall receive appropriate training related to specified protocols, including requirements of confidentiality.

The school bus or vehicle driver will be responsible for the school bus or vehicle at all times from departure until return. The driver will not participate in any activities that might impair their driving abilities.

Aides or assistants that ride a school bus shall receive training on emergency procedures and their role in the safe transportation of all students on the bus.

REPORTS

None.

⁴“Proper fit” means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

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

ATTACHMENTS

None.

END OF POLICY

REFERENCES / COMMENTS

Legal Reference(s):

ORS 327.006	ORS 343.533
ORS 327.033	ORS 343.155 to-343.243
ORS 327.043	ORS 811.210
ORS 332.405	ORS 811.215
ORS 332.415	ORS 815.055
ORS 339.240 to-339.250	ORS 815.080
ORS 343.155 to-343.246	ORS 820.100 to-820.190
OAR 581-021-0050 to-0075	OAR 581-053-0040
OAR 581-022-1530	OAR 581-053-0053
OAR 581-023-0040	OAR 581-053-0060
OAR 581-053-0002	OAR 581-053-0070
OAR 581-053-0003	OAR 581-053-0210
OAR 581-053-0004	OAR 581-053-0220
OAR 581-053-0010	OAR 581-053-0230
OAR 581-053-0031	OAR 581-053-0240
	OAR 735-102-0010

Senate Bill 905 (2019)

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6315, 7912 (2018).
McKinney-Vento Homeless Assistance Act, 42 U.S.C. §§ 11431-11435 (2012).

[Bethel Administrative Rule EEA: Student Transportation Services](#)

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January 22, 2024

RESOLUTION NO. 23-24: 24

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.	Baccus, Jenni	Leave of Absence	Approve 1.0 FTE Miscellaneous Leave of Absence through 3/13/2024; position: 3-5 Social Communication Teacher @Prairie Mountain.
2.	Baccus, Jenni	Resignation	Accept resignation effective 3/13/2024; position held: 3-5 Social Communication Teacher @Prairie Mountain; 3 years at Bethel.
3.	Crawford, Edward	Hire for 2023-24	Offer Extra Duty Contract for Assistant Softball Coach @Willamette; start date: 2/12/2024.

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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January 22, 2024

RESOLUTION NO. 23-24: 25

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

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
EUGENE, OREGON

2024-2025 - Budget Calendar

JANUARY 8, 2024	Board Reviews Draft 2024-2025 Budget Calendar
JANUARY 22, 2024	Board Adopts 2024-2025 Budget Calendar
TBD	Appointment of New Budget Committee Members
APRIL 1, 2024	All budget materials due from buildings and departments/programs
APRIL 24, 2024	Submit notice to <u>Register Guard</u>
APRIL 28, 2024	Publish first notice of Budget Committee Meeting (<i>5 to 30 days prior to meeting</i>)
MAY 13, 2024	Budget Committee 'Orientation', 5:30 p.m. Proposed Budget Document/Budget Message presented to the Budget Committee First Budget Committee Meeting , District Office, 6:30 p.m.
MAY 16, 2024	Budget Committee Meeting at District Office, 5:30 p.m. Approval of Proposed Budget
MAY 23, 2024	Alternative date for approval of the proposed budget, District Office, 6:30 p.m.
JUNE 9, 2024	Publication of NOTICE OF BUDGET HEARING, FINANCIAL SUMMARY, and FUND SUMMARIES (<i>not more than 25 nor less than 5 days prior</i>)
JUNE 24, 2024	Public Hearing on Budget Enact resolutions adopting the budget, making the appropriations, and declaring the tax levy

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January 22, 2024

RESOLUTION NO. 23-24: 26

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

- EBCB: Emergency Drills and Instruction**
- EBC/EBCA Emergency Procedures and Disaster Plans**
- ECF Energy Conservation**
- EDC Care of District Property**
- EEA Student Transportation Services**

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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January 22, 2024

RESOLUTION NO. 23-24: 27

BE IT RESOLVED, That the Board of Directors, School District No. 52, Lane County, hereby adopts the **revised** Bethel School Board calendar, canceling the April 8, 2024, Board Meeting.

ATTEST _____
Clerk – Kraig Sproles

Chair – Robin Zygaitis

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

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