



BETHEL SCHOOL BOARD MEETING

District Office – 4640 Barger Drive

Monday, August 28, 2017

7:00 p.m.

Executive Session per ORS 192.660(2)(h) – Consult w/Legal Counsel – Toward the beginning of the meeting.

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

AGENDA

1. **Call to Order** **Dawnja Johnson, Chair**
2. **Pledge of Allegiance** **Debi Farr, Vice Chair**
3. **Approval of Minutes**
4. **The Board will meet in Executive Session per ORS 192.660(2)(h) to consult with legal counsel.**
5. **Return to Regular Session**
6. **Superintendent's Report**
 - A. Measure 98 Planning, Mindy Le Roux and Stefan Aumack
 - B. Bethel Health Center and Resolution No. 47, 16-17 Discussion, Amy Tidwell and Brooke Cottle
 - C. Urban Growth Boundary, Pat McGillivray
 - D.
7. **Delegations and Visitors**
8. **Consent Agenda**
Personnel Action Resolution No. 6
9. **Action Items**
 - A. Adopt 2017-2018 School Board Priorities/Goals Resolution No. 7
 - B. Approve Transfer Caps for 2017-2018 Resolution No. 8
 - C. Adopt Revised 2017-2018 Academic Calendar Resolution No. 9
 - D.
10. **Information and Discussion**
 - A. Welcome Back Ceremony: Tuesday, August 29, 8am Refreshments, 9am Start, Powers Auditorium
 - B. OSBA lodging reservations open September 11 – RSVP to Jill no later than September 8
 - C. OSBA Fall Regional Meeting, September 21, 5pm Roundtable (Tentative), 6pm Dinner, Lane ESD - RSVP to Jill no later than September 1
 - D. BEF Breakfast at Bethel, October 13, 7am - 8am, Meadow View School

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E. OSBA Annual Convention, November 9-12, Portland Marriott Downtown Waterfront

F.

11. Board Activity Update

A.

12. Review of Next Meeting: Monday, September 11, 2017

A. School is Open – Highlights from Principals

B. Bond Work Recap, Pat McGillivray and Pat Bradshaw

C. Financial Statement, Simon Levear

D. Legislative & School Finance Update

E. Board Policies Up for Periodic Review

F.

13. Adjournment

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
WORK SESSION NOTES
July 13, 2017

ATTENDANCE

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

Absent: Ginger Poage

District staff, students, and community members identified: Superintendent Parra, Pat McGillivray, Remie Calalang, Amy Tidwell, William Swift, and Jill Busby

CALL TO ORDER

Chair Cunningham called the July 13, 2017 Work Session to order at 5:39 p.m.

2017-2018 Board Priorities/Goals Discussion

Superintendent Parra reviewed the 2017-18 School Board Priorities (DRAFT) document and the Board provided input.

Superintendent Parra will update the School Board Priorities document and present it at the August 28, 2017, Board Meeting for discussion and possible approval.

2017-2018 Committee Opportunities

District Wellness (1-2): Alan Laisure and Ginger Poage

Committee Leaders: Amy Tidwell, Pat McGillivray, and Jennie Kolpak

Meetings occur 2-3 times per year, generally begin at 3:45pm

ESD Budget (1): Rich Cunningham; alternate: Ginger Poage

Contact: Tony Scurto, Superintendent, Lane ESD

Meetings occur 1-2 times per year, evenings

LCOG (1): Alan Laisure; alternate: Rich Cunningham

Contact: Brenda Wilson, Executive Director, LCOG

Meetings occur 6-7 times per year, Thursday evenings

Negotiations (2+): Alan Laisure and Dawnja Johnson; alternate: Paul Jorgensen

Committee Leader: Remie Calalang

Meetings occur as needed, afternoons, evenings and weekends

Safety and Equity (2): Dawnja Johnson and Debi Farr

Committee Leader: Tina Gutierrez-Schmich

Meetings occur 3-4 times per year, generally 7-9pm

Bethel Education Foundation Board Representative (1): Paul Jorgensen; alternate: Alan Laisure

Dawnja Johnson is a BEF Board Member, but is not the School Board Representative to BEF.

Committee Leader: Jennifer Jacobson

Meetings occur monthly, generally 5:30-7pm and special events throughout the year

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Bethel Health Center Advisory Board (1): Debi Farr; alternate: Ginger Poage
Committee Leaders: Pat McGillivray and Amy Tidwell
Meetings occur 2 times per year (October and May), generally 1 hour, evenings

2012 Bond Committee (1): Greg Nelson, Dawnja Johnson, and Rich Cunningham
Committee Leaders: Pat McGillivray and Chris Parra
Meetings occur as needed (1-3 times total)

Sustainability Committee (2-3): Debi Farr, Paul Jorgensen, and Greg Nelson
Committee Leaders: Chris Parra and Simon Levear
Meetings occur 1-2 times per year

Long Term Planning Committee: (1-3): Will not be active during the 2017-18 school year; Greg Nelson, Alan Laisure, and Paul Jorgensen; alternate: Rich Cunningham
Committee Leaders: Chris Parra, Pat McGillivray, and Simon Levear

ADJOURNMENT

Chair Cunningham adjourned the Work Session at 6:22 p.m.; the Regular Session Board Meeting followed.

Clerk – Chris Parra
jcb

Chair – Dawnja Johnson

MINUTES
BETHEL SCHOOL DISTRICT #52
BOARD OF DIRECTORS
July 13, 2017

ATTENDANCE

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

Absent: Ginger Poage

District staff, students, and community member identified: Superintendent Parra, Remie Calalang, William Swift, Amy Tidwell, Simon Levear, Pat McGillivray, Pat Bradshaw, and Jill Busby

CALL TO ORDER

Chair Cunningham called the July 13, 2017, meeting of the Board of Directors to order at 6:39 p.m., following the 5:30 p.m. Board Work Session.

PLEDGE OF ALLEGIANCE

Vice Chair Johnson led the Pledge of Allegiance.

Chair Cunningham thanked the Board and Superintendent Parra for the opportunity to act as Board Chair during the 2016-17 school year.

ELECTION OF OFFICERS

Chair Cunningham opened nominations for the position of Board Chair. Paul Jorgensen nominated Dawnja Johnson; Alan Laisure seconded. Hearing no further nominations, Chair Cunningham closed nominations and asked for a roll call vote. Dawnja Johnson was declared Board Chair by a unanimous vote.

Dawnja Johnson assumed the duties of Board Chair and opened nominations for the position of Vice Chair. Greg Nelson nominated Debi Farr; Rich Cunningham seconded. Hearing no further nominations, Chair Johnson closed nominations and asked for a roll call vote. Debi Farr was declared Vice Chair by a unanimous vote.

ACTION ON MINUTES

Chair Johnson presented the Minutes from the June 26, 2017, Board Meeting (which included the 2017-2018 Budget Hearing and the Regular Session), and the July 3, 2017, Special Board Meeting, and asked for additions or corrections. Hearing none, the Board approved the Minutes as submitted.

Superintendent Parra distributed certificates of election to Board Members who were recently re-elected and coordinated official photographs of Board Members being sworn in for the 2017-18 school year.

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SUPERINTENDENT'S REPORT

Annual English Language Learner Report (HB 3499), Amy Tidwell

Superintendent Parra reviewed data elements of Bethel's 2015-16 Annual English Language Learner (ELL) Report and explained that Bethel was identified as a Targeted Assistance district. Special Services Director Amy Tidwell summarized Bethel's Targeted Assistance Plan which was developed based on input from key stakeholders and includes expansion of instructional supports, professional development for general education teachers, and parent involvement.

District's Summer Projects, Pat Bradshaw and Pat McGillivray

Maintenance Supervisor Pat Bradshaw provided an update on summer maintenance projects happening around the District. Mr. Bradshaw and Community Relations Director Pat McGillivray shared a video summarizing bond-related projects occurring this summer.

Superintendent Parra and Community Relations Director Pat McGillivray shared a video of Pat Bradshaw's outtakes from videos shot at bond-related projects over the past few years.

Maintenance Supervisor Pat Bradshaw and the Board discussed the voter-approved 2012 Bethel Bond Measure and the fact that the District continues to utilize that money for improvements throughout the District.

Community Relations Director Pat McGillivray reviewed the process for the 2012 bond and provided a suggested timeline should the district decide to seek a bond measure in 2020.

Legislative and School Finance Update

Superintendent Parra reported that an \$8.2 billion plan for K-12 state school funding passed and will be split 50/50 for the 2017-19 biennium. Bethel will plan on a 49/51 split.

Superintendent Parra reviewed outcomes of education related bills recently approved by the Oregon Legislature.

The Board discussed ballot measures that will possibly move forward at the local level.

DELEGATIONS AND VISITORS

None

CONSENT AGENDA

Resolution No. 2

Motion: Rich Cunningham moved, Debi Farr seconded, to approve the Consent Agenda, Resolution No. 2, as presented:

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

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1. Appoints the following personnel to the positions indicated for the 2017-18 school year: Chris Parra: Executive Officer and District Clerk; Simon Levear: Budget Officer, Deputy Clerk, Custodian of Funds; Nancy Porter: Deputy Clerk; Jill Busby: Board Secretary;
2. Designates that U.S. Bank, Piper Jaffray, Wells Fargo Bank, Wells Fargo Securities, Oregon Community Credit Union, Selco Community Credit Union, Umpqua Bank, JP Morgan Chase Bank, and the Local Government Investment Pool as the depositories for all funds of School District No. 52, Lane County, for the 2017-18 fiscal year;
3. Re-adopts, in accordance with ORS 294.135, the attached Investment Policy for the fiscal year beginning July 1, 2017;
4. Designates the Oregon School Boards Association; Luvaas Cobb, Attorneys at Law; The Hungerford Law Firm; Graham M. Hicks, Attorney; and Harrang Long Gary Rudnick P.C. as attorneys for the District during the 2017-18 school year;
5. Designates the firm of Grove, Mueller, Swank, P.C. as auditors for the 2017-18 school year;
6. Designates Sherry Duerst-Higgins, ABR, CRS, CRB, GRI, SRES, Broker for RE/MAX Advantage Plus and Paula Rini, Broker for Windermere Real Estate as realtors for the 2017-18 school year;
7. Adopts the Board Meeting Calendar for the 2017-18 school year:

July 13, 2017	October 9 and 23, 2017	January 8 and 22, 2018	April 9 and 23, 2018
August 28, 2017	November 13, 2017	February 12 and 26, 2018	May 14 and 29, 2018
September 11 and 25, 2017	December 11, 2017	March 12, 2018	June 11 and 25, 2018
8. Pursuant to ORS 294.460, and in the interest of effective cash management, the Business Services Director is hereby authorized to consolidate and commingle the cash balances of the several funds of the District whenever practicable; That the temporary inter-fund loans (amounts due to and due from the various funds) incidental to this practice are hereby authorized for the fiscal year 2017-18;
9. Authorizes the Superintendent to submit the Title I-A, Title II-A, Title III, and Title II-D, Applications for the 2017-18 school year;
10. Approves the participation of the Willamette High School Infant Toddler Center in the Child and Adult Care Food Program (CACFP) for the 2017-18 calendar year (October 1 through October 1); and,
11. Approves the following Alternative Education Programs for 2017-18:

- Center Point School (Looking Glass)
- Therapeutic day treatment program.

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Jasper Mountain / Safe Center

- Therapeutic day treatment program.

Lane Metro Youth Corps (Looking Glass)

- Grades 9-12 and connected to Riverfront.
- ½ day in the classroom, combined with ½ day in the field, working on conservation-related projects throughout Lane County.
- Examples of projects include trail construction, tree/shrub planting, invasive plant removal, native plant seed collection, light construction projects, and a range of other outdoor work.

New Roads (Looking Glass)

- Grades 9-12.
- Program for unhoused youth.
- GED prep.
- Drop in model.

Riverfront (Looking Glass)

- Grades 6-12.
- ½ day Academic Credit Recovery classes, combined with ½ day transition/work experience.
- Transition/work experience provides work-based learning opportunities and includes Vocational Skill Building, a Culinary Arts Program, and Health Occupations Training.
- Option to earn a regular Oregon high school diploma.
- Option to earn a General Education Degree (GED).

Wellsprings Friends School

- Grades 9-12.
- Focus on caring partnership between teachers and students, along with peaceful problem solving.
- Teaching setting is minimally structured, with flexibility to adjust to students' readiness to learn.
- Encourages students to be creative, venturesome, and flexible, to live in community with others, and contribute to their own and others' well-being.
- Students can earn a standard Oregon diploma.

MLK Education Center

- Grades 9-12.
- Students have an active (adjudicated) case with Lane County Youth Services.
- Vocational training programs include Culinary Arts and Horticulture.
- Placement is recommended by Lane County Youth Services.
- Option to earn standard Oregon diploma or GED.

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12. Personnel Action:

#	Name	Type	Description
1.	Bratland, Jacquelyn "Jackie"	Hire for 2017-18	Offer 1 st Year Probationary Contract for 1.0 FTE Kindergarten Teacher @ Irving; Replaces: Katie Rutherford; Start Date: 8/28/2017.
2.	Doty, Margaret	Additional Hours for 2017-18	Offer Temporary Contract for .5 FTE (.4 FTE ELA/Elective Teacher) @ Prairie Mountain; Total: 1.0 FTE.
3.	Evans, Shannon	Temporary Hire for 2017-18	Offer Temporary Contract for 1.0 FTE 6 th Grade ELA Teacher @ Shasta; Replaces: Kenneth Walker; Start Date: 8/28/2017.
4.	Eyles, Katelyn	Additional Hours for 2017-18	Offer 2 nd Year Probationary Contract for Additional .5 FTE 7 th /8 th Grade Math/Science Teacher @ Meadow View; Total: 1.0 FTE.
5.	Lasley, Justin	Hire for 2017-18	Offer 1 st Year Probationary Contract for .5 FTE Elementary Music Teacher @ Prairie Mountain; Replaces: Casey Crane; Start Date: 8/28/2017.
6.	Lees, Sallie	Hire for 2017-18	Offer 1 st Year Probationary Contract for .5 FTE Counselor @ Clear Lake; Replaces: Kathleen Best; Start Date: 8/23/2017.
7.	Schimmer, Heather	Leave of Absence	Approve .5 FTE Leave of Absence for the 2017-18 school year to job share with Kayla Summers; Position: Kindergarten Teacher @ Meadow View.
8.	Webb, Kayla	Hire for 2017-18	Offer 2 nd Year Probationary Contract for 1.0 FTE 2 nd Grade Teacher @ Meadow View; Replaces: Lynda Hardwick.
9.	Wilcox, Timothy	Hire for 2017-18	Offer Extra Duty Contract for Marching Band Director @ Willamette; Replaces: Casey Crane; Start Date: 8/1/2017.

Bethel School District (Lane County No. 52)

INVESTMENT POLICY

PURPOSE

The purpose of this investment policy is to assist the Board of Directors and the Administration of Bethel School District in carrying out their joint responsibility as stewards of the District's cash resources.

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SCOPE and SIZE

This policy applies to activities of Bethel School District with regard to investing the financial assets of all District funds, including the following:

General Fund
Special Revenue Funds
Debt Service Funds
Capital Projects Funds
Internal Service Funds
Fiduciary Funds

Funds of the District will be invested in compliance with the provisions of ORS 294.035 through 294.048; ORS 294.125 through 294.155; ORS 294.810; and other applicable statutes. Funds held by trustees or fiscal agents are excluded from these rules; however, all funds are subject to applicable statutes and regulations established by the State of Oregon and the federal government. Other than bond proceeds or other unusual situations, the total of all funds ranges from \$1 million to \$25 million.

Investments will be made in accordance with this policy and written administrative procedures. Investment of any tax-exempt borrowing proceeds and of any related debt service funds will comply with the arbitrage restrictions of Section 148 of the Internal Revenue Code of 1986.

OBJECTIVES

Investment objectives are

1. Safety (preservation of capital and protection of principal);
2. Liquidity (availability of funds to meet operating requirements);
3. Minimize risk (avoidance of imprudent credit, market or speculative risk)
4. Yield (rate of return).

DELEGATION OF AUTHORITY

The Director of Business Services is the designated investment officer of Bethel School District, under the direction of the Superintendent, and review of the School Board of Directors. Business staff may be assigned to assist by making transfers to and from the District's various State Pool accounts. The investment office is responsible for setting investment policy and guidelines subject to review and adoption by the Bethel School Board of Directors, and if required, review and comment by the Oregon Short-Term Fund Board. Further, the Director of Business Services will be responsible for the day-to-day operations of the investment process which includes but is not limited to choosing what to buy or sell, from whom investments will be purchased, executing the buy/sell orders, producing necessary reports, and supervising staff. In addition to the active management of the investment portfolio, the Director of Business Services is responsible for the maintenance of other written administrative procedures consistent with this policy and the requisite compliance. To further optimize the total return of the investment portfolio, the Director of Business Services will administer an active cash management program the goal of which will maintain historical cash flow information i.e. payroll; revenue receipts; and any extraordinary expenditures.

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STANDARD OF PRUDENCE

The investment officer shall make investments under the prudent investor rule, which states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

The investment officer and staff, acting in accordance with this investment policy and exercising due diligence, shall not be held personally responsible for a specific security's credit risk, or market price changes, or loss of principal if securities are liquidated prior to maturity, provided that any unfavorable developments are reported as soon as practical and that appropriate action is taken to control further adverse developments.

SAFEKEEPING AND COLLATERALIZATION

Investment securities purchased by the investment officer will be delivered by either Fed book entry; DTC; or physical delivery and held in third party safekeeping. The trust department of a bank may be designated as custodian for safekeeping securities purchased from that bank. The purchase and sale of securities will be on a delivery versus payment basis. The custodian shall issue a safekeeping receipt to Bethel School District #52 listing the specific instrument, selling broker/dealer, issuer, coupon, maturity, cusip number, purchase or sale price, transaction date, and other pertinent information. Delivery versus payment will also be required for all repurchase transactions and with the collateral priced and limited in maturity in compliance with ORS 294.035 (11). Demand and time deposits shall be collateralized through the state collateral pool as required by statute for any excess over the amount insured by an agency of the United States government and are not considered investments under this policy.

ACCOUNTING METHOD

Bethel School District #52 shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies including but not necessarily limited to, the American Institute of Certified Public Accountants (AICPA); the Financial Accounting Standards Board (FASB); and the Government Accounting Standards Board (GASB).

INTERNAL CONTROLS

The investment officer shall maintain a system of written internal controls, which will be reviewed annually by the independent auditor or upon any extraordinary event, such as the turnover of key personnel, or the discovery of any inappropriate activity.

REPORTING REQUIREMENTS

The investment officer shall prepare a monthly report for the Board of Directors so that the Board may review the results of the cash management and investment activities.

INVESTMENT POLICY ADOPTION

This investment policy will be submitted to the Oregon Short Term Fund Board for review prior to submission to the School Board of Directors for adoption. Adoption of these guidelines by the School Board supersedes

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any previous District policy or practice with respect to investments. If investments exceeding a maturity of eighteen months are contemplated, further review and comment by the Oregon Short-Term Fund Board will be sought.

This investment policy shall be reviewed and readopted annually by the School Board in accordance with ORS 294.135a.

QUALIFIED INSTITUTIONS

The investment officer shall maintain a list of all authorized broker/dealers and financial institutions that are approved for investment purposes or investment dealings. Any firm is eligible to make an application to the District and upon due consideration and approval will be added to the list. Additions or deletions to the list will be made at the Director of Business Services discretion. At the request of the District, the firms performing investment services shall provide their most recent financial statements or Consolidated Report of condition (call report) for review. Further, there should be in place proof as to all the necessary credentials and licenses held by employees of the broker/dealers who will have contact with the District as specified by, but not necessarily limited to, the National Association of Securities Dealers (NASD), Securities and Exchange Commission (SEC), etc. The District shall conduct an annual evaluation of each firm's credit worthiness to determine if it should remain on the list. Securities broker/dealers not affiliated with a bank shall be required to have an office located in Oregon and be classified as reporting dealers affiliated with the Federal Reserve as primary dealers.

INVESTMENT MATURITY

Unless matched to a specific cash flow, the District will not directly invest in securities maturing in more than 18 months. Except for funds requiring special handling (bond proceeds subject to arbitrage, etc) investments beyond 18 months will be governed by the investment officer with the approval of the School Board of Directors and the Superintendent.

Funds considered short-term will be invested to coincide with projected cash needs or with the following serial maturity:

50% minimum to mature under three months

25% maximum to mature three months to one year

25% maximum to mature over one year out to eighteen months.

The investment officer shall maintain historical cash flow records and a cash flow projection, which extends, for operating funds, at least six months beyond the end of the current fiscal year. For bond funds, a cash flow projection will be maintained for the expected life of the bond issue. The cash flow projection shall be the basis for selecting investment maturity dates. The investment officer will review and update the cash flow projections as significant changes occur- at least quarterly.

It is intended that securities will be purchased with the reasonable expectation that they will be held until maturity. Thus, no investment will be made which is beyond the time horizon of the cash flow projection.

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PORTFOLIO DIVERSIFICATION

	Maximum Percent of <u>Portfolio *</u>
1. <u>Diversification by Instrument</u>	
US Treasury Obligation	100%
US Government Agency Securities (GSE's)	100%
Bankers' Acceptances from qualified institutions	25%
Negotiable Certificates of Deposit from Qualified institutions	25%
Repurchase Transactions	25%
Commercial Paper	25%
Corporate Notes	10%
2. <u>Diversification by Institution</u>	
Local Government Investment Pool	100%
Non-US Treasury/GSE issuer	10%

*Limitations under ORS 294.035

*Percentages apply as of the date of settlement.

**Repurchase transactions will be restricted to counter-parties that have entered into a "master repurchase agreement" with the District.

The combination of certificates of deposit, banker's acceptances, and repurchase agreements with any one financial institution shall not exceed 33% of the total portfolio at settlement date.

COMPETITIVE SELECTION OF BIDS OR OFFERS

Before investing funds with institutions other than the State Pool, the investment officer shall solicit quotes for a specific maturity date from at least two qualified financial institutions. The officer shall select the instrument which best satisfies the investment objectives (**safety, liquidity, and yield**, in that order) and the diversification requirements stated above.

MONITORING AND ADJUSTING THE PORTFOLIO

The Director of Business Services will routinely monitor the contents of the portfolio comparing the holdings to the markets, relative values of competing instruments, changes in credit quality, and benchmarks. If there are advantageous transactions, the portfolio may be adjusted accordingly.

PERFORMANCE EVALUATION

The performance of the District will be measured against the performance of the Local Government Investment Pool (LGIP), using monthly net yield of both portfolios as the yardstick.

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Original Adoption

June 21, 2000

END OF RESOLUTION 2: CONSENT AGENDA

Motion Passed, 6-0

Absent: Ginger Poage

ACTION ITEMS

Resolution No. 3 – Adopt 2017-2018 Supplemental Budget

Motion: Debi Farr moved, Greg Nelson seconded, to adopt the 2017-2018 Supplemental Budget, as presented. *(See Resolution No. 3 for details.)*

Motion Passed, 6-0

Absent: Ginger Poage

Resolution No. 4 – Approve Lease Purchase Agreement for Bus

Motion: Alan Laisure moved, Rich Cunningham seconded, to enter a lease purchase agreement for the purpose of procuring a 2018 Blue Bird Vision BBCV2311 32+1 school bus.

Motion Passed, 6-0

Absent: Ginger Poage

INFORMATION AND DISCUSSION

A. Welcome Back Ceremony, Tuesday, August 29, 2017, 9:00-10:00 a.m., Powers Auditorium

BOARD ACTIVITY UPDATE

A. Director Laisure shared that he has enjoyed being able to participate in the KITS program with family members. Director Laisure also shared that he and his family have recently visited the Bethel Farm and described that he is very impressed with the amazing projects occurring at the farm.

REVIEW OF NEXT MEETING: MONDAY, AUGUST 28, 2017

- A. Adopt 2017-18 Board Priorities/Goals
- B. Legislative & School Finance Update
- C. Board Policies Up for Periodic Review

EXECUTIVE SESSION per ORS 192.660(2)(i) and ORS 192.660(2)(e)

After a short recess, Chair Johnson moved the Board into Executive Session at 8:03 p.m. to discuss the Superintendent's 2016-17 performance evaluation and real property.

RETURN TO REGULAR SESSION

Chair Johnson returned to Board to Regular Session at 8:52 p.m.

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ACTION ITEM

Resolution No. 5 – Approve 2017-2020 Contract for the Superintendent

Alan Laisure moved, Paul Jorgensen seconded, to approve the contract for Superintendent Parra, beginning July 1, 2017 through June 30, 2020, as presented.

Motion Passed, 6-0

Absent: Ginger Poage

INFORMATION AND DISCUSSION

- A. Superintendent's 2016-17 Performance Evaluation
- B. Director Cunningham suggested that future chairs and vice chairs meet prior to board meetings to plan the board agendas. The Board discussed agenda planning.

ADJOURNMENT

There being no further business to bring before the Board, Chair Johnson adjourned the meeting at 8:57 p.m.

Clerk – Chris Parra
jcb

Chair – Dawnja Johnson

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August 28, 2017

RESOLUTION NO. 17-18: 6

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.	Anderson, Amber	Temporary Hire for 2017-18	Offer Temporary Contract for .5 FTE Middle School Science/Elective Teacher @ Prairie Mountain; Start Date: 8/28/2017
2.	Craven, Lezlee	Temporary Hire for 2017-18	Offer Temporary Contract for 1.0 FTE School Counselor @ Kalapuya.
3.	Fairley, Amanda	Temporary Hire for 2017-18	Offer Temporary Contract for 1.0 FTE Spanish/ELA Teacher @ Willamette.
4.	Freuen, Joseph "Joe"	Additional Hours for 2017-18	Offer Temporary Contract for Additional .33 FTE Music Teacher @ Willamette; Total: 1.0 FTE.
5.	Gosa, Evan	Hire for 2017-18	Offer 1 st Year Probationary Contract for 1.0 FTE 4 th /5 th Grade Teacher @ Clear Lake; Replaces: Amanda Forester; Start Date: 8/28/2017.
6.	Greene, Juliauna	Temporary Hire for 2017-18	Offer Temporary Contract for .5 FTE 3 rd Grade Teacher @ Fairfield from September through November 2017; Offer Temporary Contract for 1.0 FTE 4 th Grade Teacher @ Fairfield from November 2017 through March 2018; and Offer Temporary Contract for .5 FTE 4 th Grade Teacher from March through June 2018.
7.	Holliday, Kendall	Temporary Hire for 2017-18	Offer Temporary Contract for .5 FTE 4 th Grade Facilitating Teacher @ Irving; Replaces: Britni Cacan; Start Date: 8/28/2017.
8.	Hollis, Meghan	Additional Hours for 2017-18	Offer 3 rd Year Probationary Contract for Additional .2 FTE 6 th Grade Science Teacher @ Cascade; Total: 1.0 FTE.

9.	Howard, Joceline	Hire for 2017-18	Offer Extra Duty Contract for Assistant JV Girls Soccer Coach @ Willamette.
10.	LaMagna, Paula	Hire for 2017-18	Offer Extra Duty Contract for Color Guard Instructor to Accompany Marching Band @ Willamette.
11.	Lancaster, Ewa	Hire for 2017-18	Offer 1 st Year Probationary Contract for .5 FTE German Teacher @ Willamette; Start Date: 8/28/2017.
12.	Mancuso, Anthony	Hire for 2017-18	Offer Extra Duty Contract for Assistant Football Coach @ Willamette.
13.	Martinell, Sherry	Temporary Hire for 2017-18	Offer Temporary Contract for .625 FTE 1 st Grade Facilitating Teacher @ Irving; Start Date: 8/28/2017.
14.	Mittleider, Allyssa	Additional Hours for 2017-18	Offer Temporary Contract for Additional .5 FTE School Counselor @ Willamette; Total: 1.0 FTE.
15.	Petty, Kathleen	Temporary Hire for 2017-18	Offer Temporary Contract for .17 FTE IB German Teacher @ Willamette.
16.	Roe, Christina	Hire for 2017-18	Offer 1 st Year Probationary Contract for 1.0 FTE Middle School Math/Science/Elective Teacher @ Prairie Mountain; Replaces: Amanda Redmond; Start Date: 8/28/2017.
17.	Rutherford, Kathryn "Katie"	Hire for 2017-18	Offer 1 st Year Probationary Contract for 1.0 FTE 1 st Grade Teacher @ Irving; Replaces: Madeline Wenberg; Start Date: 8/28/2017.
18.	Simmons, Malena	Hire for 2017-18	Offer 3 rd Year Probationary Contract for 1.0 FTE K-5 Resource Room Teacher @ Clear Lake; Replaces: Rachel Garvin.
19.	Simonsen, Edith	Hire for 2017-18	Offer 1 st Year Probationary Contract for 1.0 FTE 3 rd Grade Teacher @ Prairie Mountain; Start Date: 8/28/2017.
20.	Stowell, Julie	Temporary Hire for 2017-18	Offer Temporary Contract for .75 FTE Music Teacher @ Irving; Replaces: Kim Strohman.
21.	Taylor, Calan	Resignation	Accept Resignation effective August 28, 2017; Position Held: Social Studies/Science Teacher @ Kalapuya; 11 years at Bethel.
22.	Wenberg, Madeline	Resignation	Accept Resignation effective August 28, 2017; Position Held: 1 st Grade Teacher @ Irving; 3 years at Bethel.
23.	Wicks, Stacie	Hire for 2017-18	Offer 1 st Year Probationary Contract for .5 FTE Music Teacher @ Fairfield; Replaces: Chase Clark; Start Date: 8/28/2017.
24.	Young, Cally	Hire for 2017-18	Offer 1 st Year Probationary Contract for 1.0 FTE 1 st Grade Teacher @ Meadow View; Replaces: Ashley Redd; Start Date: 8/28/2017.
25.	Zydycrn, Nicholas "Naz"	Temporary Hire for 2017-18	Offer Temporary Contract for 1.0 FTE GED Teacher @ Kalapuya; Start Date: 8/28/2017.

Recommended by: Remie Calalang, Human Resources Director

ATTEST _____

Clerk – Chris Parra

Chair – Dawnja Johnson

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

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

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Fax: (541) 689-0719 • www.bethel.k12.or.us



August 28, 2017

RESOLUTION NO. 17-18: 7

BE IT RESOLVED, That the Board of Directors, School District No. 52, Lane County, hereby adopts the 2017-2018 School Board Priorities as attached.

ATTEST _____
Clerk – Chris Parra

Chair – Dawnja Johnson

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

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

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2017-18 School Board Priorities

Develop and operate an aligned birth to college/career system designed to ensure that all students graduate from high school prepared to continue their education or enter the work force.



1. Provide, sustain, and support effective pre-K-12 academic, health and behavior systems to improve equitable and inclusive practices to improve student achievement, close opportunity and achievement gaps, and prepare all students to earn an Oregon diploma.

A. Math Improvement:

- Support year two implementation of new math curriculum.
- Ensure curriculum fidelity, effective instructional practices, strong classroom routines, and active student engagement in math instruction by providing training and coaching to enhance student success through alignment to state standards. Partner with the UO, Lane ESD, and Connected Lane County to deliver math instruction professional development aligned to state standards.
- Implement a state standards-based formative math assessment system to match instruction to student needs.
- Develop and provide interventions and local performance assessments for students that have not met the math Essential Skills graduation requirements.
- Continue and improve math course opportunities for students who are not on target to earn three credits of math of algebra I or higher.
- Partner with the UO's Center for Teaching and Learning (CTL) to provide Tier II supports and training.
- As funding allows, provide summer school and other extended day/extended year programs to meet the math learning needs of all students.

B. Literacy Improvement:

- Ensure curriculum fidelity, effective instructional practices, strong classroom routines, and active student engagement in ELA instruction by providing training and coaching to enhance student success through alignment to state standards.
- Implement District writing assessments in grades 3-8 to inform instruction and prepare students to meet the writing Essential Skills requirement.
- Continue to develop and provide interventions and new local performance assessments for students that have not met the reading and/or writing Essential Skills graduation requirements.
- Partner with the UO's Center for Teaching and Learning (CTL) to provide Tier II supports and training.
- As funding allows, provide summer school and other extended day/extended year programs to meet the ELA learning needs of all students.

C. Social Studies Improvement:

- Ensure curriculum fidelity, effective instructional practices, strong classroom routines, and active student engagement in social studies instruction by providing training and coaching to enhance student success through alignment to state standards.

D. Science Improvement:

- Implement new science curriculum K-12.

E. Academic and Social Systems Improvement

- Effectively align and implement academic, social, and health systems informed by trauma research.

- Implement culturally responsive (CR) Positive Behavior Interventions and Support (PBIS) systems and practices.
- Implement training for culturally sustaining practices.
- Update the equity, inclusion and academic success plan.
- Improve collaboration between academic and behavior systems to meet the needs of all students.
- Implement behavior data-tracking and CR PBIS high school strategies at Willamette High School.
- Ensure fidelity and best practice in student behavioral support by providing staff training and coaching.
- Review behavior data for discipline disparities by race, ethnicity, gender, and other factors. Partner with the UO and OLN to develop plans to eliminate disparities.
- Continue to implement resiliency and restorative practices.

F. Healthy and Ready to Learn Improvement:

- Promote healthy nutritional choices and increased physical activity levels to ensure students have the foundation to focus on learning.
- Operate a school based health center to provide preventative and ongoing medical care for students in order to ensure students have the foundation to focus on learning. Continue to seek integration in services (mental health, dental, etc.) and expanded hours of operation.
- Ensure fidelity and best practice in student wellness by raising awareness of the aims and implementation of the District Wellness Policy.
- Ensure curriculum fidelity, effective instructional practices, strong classroom routines, and active student engagement in PE instruction by providing training and coaching to enhance student success through alignment to state standards.
- Seek, develop, and enhance partnerships with key stakeholders to increase student engagement and achievement (e.g., Safe Routes to School, Trillium CCO, Oregon Research Institute, Oregon Social Learning Center, Lane County, etc.).

G. Career and College Ready Improvement:

- Implement and update the Bethel On-Track for Success System to inform students and families of progress toward earning an Oregon Diploma. Expand On-Track for Success to better inform staff of individual student progress toward earning a college/career-ready diploma.
- Partner with Connected Lane County (UO, EPIC, LCC, 4J, UWLC, SPS, LESD, and others) to increase the number of Lane County high school graduates going on to receive 2 and 4-year degrees.
- Further develop and implement the Bethel Farm program—foster meaningful, hands-on learning opportunities for students in the Bethel School District; engage the wider Bethel community in growing their own food; and produce food for the district and families in need.
- Partner with Bethel staff (College and Career Center, HS/MS school staff, and district staff) and local community (affinity groups, cause-based organizations, concerned citizens, and parents) to identify and implement culturally relevant practices that will improve the graduation and continuing education rates of historically underserved students.
- Update the annual college preparedness exam day for all Willamette Students with new assessment systems that provide more feedback to students and their families.

- Monitor and evaluate effectiveness of WHS’s homeroom and “Wolverine Hour” intervention schedule for students.
- Implement and align standards-based instructional models at the 4-12 level (to ensure student understanding of content and skill development and standardize grading practices across the district.
- Review and update alternative school/program preventions, procedures, and programs to ensure students are able to graduate on time with an Oregon Diploma.
- Develop and implement the High School Graduation and College and Career Readiness Fund (Measure 98) plan.

H. Pre-Kindergarten Supports:

- Partner with United Way, Lane ESD, Lane County, Trillium and others to govern and direct the Early Learning Alliance for Lane County designed to prepare 0-5 year-olds for school readiness.
- As state funding allows, continue to implement Pre-School Promise for 15 pre-school slots.
- Support the Early Learning Alliance Social Innovation Fund Grant to continue county-wide Kids in Transition to School (KITS) programs.
- Continue to monitor programming that supports school readiness skills for the “Little Wolverines”, a Bethel pre-school program in partnership with the Early Childhood (EC) CARES.
- Partner with United Way and Oregon Social Learning Center to improve access to Kids in Transition to School (KITS) programs for all Bethel students.
- Partner with Eugene Airport Rotary to deliver the Bethel Kindergarten Gift of Literacy to every entering kindergartner.
-

2. Communicate and collaborate with staff, community, legislators, and lobbying partners to provide accurate information and seek appropriate financial resources to meet Oregon’s and Bethel’s education goals for *all* students.

A. Adequate funding:

- Work with Bethel staff and community to plan a strong education program within current funding limitations.
- Work to restore class size, increased due to funding reductions.
- Work with all stakeholders (OSBA, OASE, COSA, OEA, Chalkboard, Stand for Children, PTA, BEF, and others) to secure adequate roll-up funding for the 2018-19 biennium, plus funding for school improvement efforts and increased PERS costs.
-
- Seek specific funding to support implementation of extended learning time and interventions for students who are not meeting Essential Skills or state standards.

B. Continue to nurture a collaborative relationship ~~efforts~~ with the Bethel Education Foundation.

C. Continue relationships with legislators and other policy makers to advocate for the needs of Bethel students and provide information to inform leaders.

D. Engage the community by seeking ways to connect, inform, and receive input from the community at large, local businesses, retirees, and the faith community (B-Mail expansion, audience-specific fliers, presentations, etc.).

3. Track district growth to ensure proper development and planning for future operation.

- A. Carry-out the aims and goals of the community supported 2012 Bethel Bond Measure:
- - Complete building upgrades including: carpeting, roofing, siding, lighting, window & door replacements, hardscape, etc.
 - Implement the Long-Range Budget Planning and/or the Enrollment and Planning Sub-Committee recommendations: Implement boundary changes, effective school year 2017-2018, impacting Meadow View and Prairie Mountain Schools
 - Form committees at Clear Lake and Danebo Elementary Schools, including representation from Shasta Middle School and support from District Administrators, to research potential “specialty areas of focus” programming to present to the Board by the end of the 2017-2018 school year. Using the Bethel Equity Framework, information will include program specificity, student outcomes, measurement(s), timelines, and budget.
 - Prepare for future bonding and facility needs:
 - Prepare for a possible bond campaign in 2020
 - **Convene the newly developed “Sustainability” committee to:**
 - Develop replacement cycles and reserve fund recommendations.

B.



August 28, 2017

RESOLUTION NO. 17-18: 8

BE IT RESOLVED, That the Board of Directors, School District No. 52, Lane County, hereby open the following grade-level bands to out-of-district students in 2017-2018 under the provisions of House Bill 3681 and Bethel Board Policy JECB.

The following grade-level bands are open to out-of-district students in 2017-18:

Grade-Level Band	Schools open to new out-of-district students for 2017-2018	Grade-level bands open to new out-of-district students for 2017-18
Elementary Level (K-5th Grade)	Clear Lake Elementary School Danebo Elementary School Fairfield Elementary School Irving Elementary School Malabon Elementary School Meadow View School Prairie Mountain School	At kindergarten through 5 th grade Bethel will open enrollment to new out-of-district students through this process to a maximum of 125 students .
Middle Level (6th-8th Grade)	Cascade Middle School Prairie Mountain School	At 6 th through 8 th grade Bethel will open enrollment to new out-of-district students through this process to a maximum of 27 students .
High School Level (9th-12th Grade)	Willamette High School	At 9 th through 12 th grade Bethel will open enrollment to new out-of-district students through this process to a maximum of 25 students .

This resolution allows for the enrollment of additional students at nearly every grade level in Bethel School District. Actual enrollment numbers at each grade level and school will vary based on the latest projected enrollment and space available.

In addition, a cap on the number of students transferring out of the district is set at 125 in 2017-2018 under the provisions of Bethel Board Policy JECB.

ATTEST _____

Clerk – Chris Parra

Chair – Dawnja Johnson

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

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

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August 28, 2017

RESOLUTION NO. 17-18: 9

BE IT RESOLVED, That the Board of Directors, School District No. 52, Lane County, hereby adopts the revised 2017-2018 School Calendar, as presented.

ATTEST _____
Clerk – Chris Parra

Chair – Dawnja Johnson

MOVED BY _____

SECONDED BY _____

DATE _____

RESOLUTION: *Passed / Failed*

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

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Bethel School District Calendar · 2017-2018

August

28-31 District-Wide Inservice

September

4 Labor Day
5 First Day of School—K-8
5 9th Grade Orientation—WHS
6 First Day of School—WHS (all grades)

October

13 State Inservice Day Budget Reduction Day

November

3 Grading Day—WHS
7-8 Parent/Teacher Conferences—WHS
9 Inservice Day—WHS
10 Veterans Day
22 Budget Reduction Day
23-24 Thanksgiving Break
30 End of First Trimester—K-8

December

1 Grading Day—K-8
6-7 Parent/Teacher Conferences—K-8
8 Inservice Day—K-8
18-Jan 1 Winter Break

January

1 New Year's Day
2 School Resumes
15 Martin Luther King, Jr. Day
31 End of First Semester—WHS

February

1 Grading Day—WHS
2 Curriculum Development—All Schools
5 Start of Second Semester—WHS
19 Presidents Day

March

2 Curriculum Development—K-8
15 End of Second Trimester—K-8
16 Grading Day—K-8
26-30 Spring Break

April

13 Grading Day—WHS

May

28 Memorial Day

June

8 Willamette Graduation
12 Kalapuya Graduation
14 Last Day of School (half-day)
15 District-Wide Grading Day
18 Budget Reduction Day

August

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March

S	M	T	W	T	F	S
					1	2
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

- ☆ First / Last Day of School
- No School - All Schools
- △ No School - Elementary, K-8, Middle Schools
- No School - Willamette H.S.
- ✕ No School - Budget Reduction

May

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30