AGENDA

1. Call Meeting to Order and Flag Salute
2. Recognition: School Board Appreciation Month
3. Presentations: Integrated Arts Project
   Lego Robotics
   Springfield High Attendance
4. Public Comments (Maximum time 20 minutes: Speakers may not yield their time to other speakers.)
5. Consent Agenda
   A. January 28, 2008 Board Minutes
   B. Personnel Action, Resolution #07-08.034

6. Action Items
   A. Lane ESD Resolution Services, #07-08.035
   B. Board Policies Approval, Res. #07-08.036
7. Reports and Discussion
   A. SAT Test & Prep
   B. Graduation Requirement Handbook
   C. Student Communication
      • Student Advisory Report
   D. Bond Program
      • Board Subcommittee Report
      • Staff Report
   E. A3 Facility Update
   F. Board Communication
      • OSBA Legislative Policy Dev. Committee
   G. Superintendent Communication
8. Other Business
9. Next Meetings: February 25, 2008, 7:00 p.m., Regular Board Meeting
10. Adjournment

Executive Session (Non-Public) immediately following under ORS 192.660 (2)(d) Labor Negotiations

In accordance with ORS 192.630, Springfield School Board meeting facilities are accessible to persons with disabilities, and with sufficient notice, to hearing impaired individuals.
(Please note: All proceedings will be recorded.)
12/ Due to inclement weather the regular evening board meeting was cancelled. Instead, an Emergency School Board Meeting was declared to conduct business that couldn’t wait until the next regular board meeting.

An Executive Session (Non-Public) was held at 12:12 p.m. in Room 215 of the district Administration Center to consider matters under ORS 192.660(2)(e) Real Estate. Those in attendance included Garry Weber, Jonathan Light, Nancy Bigley, Al King, Nancy Golden, Steve Barrett, Brett Yancey, Tom Lindly, Jeff DeFranco, Karen Lewis, and attorney Dwight Purdy.

The Executive Session was adjourned at 12:38 p.m.

EMERGENCY SCHOOL BOARD MEETING
1. CALL MEETING TO ORDER AND FLAG SALUTE
The meeting was called to order in the boardroom of the Administration Center at 12:45 p.m. by Board Chair Garry Weber and was followed by the Pledge of Allegiance.

Attendance
Board members in attendance included Garry Weber, Jonathan Light, Nancy Bigley, and Al King. Laurie Adams was unable to make the Emergency Board Meeting. Others identified in attendance included Nancy Golden, Steve Barrett, Brett Yancey, Bruce Smolnisky, Jeff DeFranco, Karen Lewis, Tom Lindly, Keith Hollenbeck, Greg James, Chris Reiersgaard, Michael Fisher, and Galen Ohmart.

Chair Weber indicated the board would address agenda items 1, 6, 7, and 9(d).

2. CONSENT AGENDA
Motion: Mr. Light, seconded by Ms. Bigley, moved to approve the Consent Agenda, as presented:
A. December 18, 2007, Special Board Minutes
B. January 14, 2008, Board Minutes
C. Personnel Action, Resolution #07-08.029
Mr. Jordan recommended that the Board of Directors approve the personnel action for licensed employees as reflected in Resolution #07-08.029 as listed below:

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<td>Mary Dronzek</td>
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January 28, 2008
Page 1 of 6
Debbie Weirich
Kathleen Whittington
Deanna Badenoch
Patricia Broughton
Dorian Buttacavoli
Jaylene Crawford
Mick Drath
Donna Ellickson
Marjorie Enseki
Kathy Schlaadt
Tracy George
Jennifer Glazier
Dawn Gossler
Sharon Kimelblot
Lacey Macdonald
Andria Martin
Michael O’Donnell
Amy Page
Carole Poole
Jana Rogers
Kathy Schlaadt
Ruth Simon
Carla Smith
Janice Tripp
Ruth Watkins
James Gill
Mary Larsen
Michael Maulding
Karen Tunnell
Joyce Van Vactor
Kathryn Anderson
Sharie Borneman
Susan Choppy
Dianne Yonker
Kara Anderson
Karen Babcock
Bethany Boardrow
Susan Burgess
Holly Graham
Heidi Hewett
Susan Lanza
Allyson Lewellen
Heidi Rice
Laurel Ross
Mindy Shank
Apryl Smith
Dwight Smith
Ila Southworth
Karri Thiele
Patricia Webster
Sandra Wilson
Nina Abbott
Rebecca Crowder

Jill Davidson
Jean Frantz
Sheila Garrelts
Jolene Kepler
Ellen Leinbach
Erik Lovendahl
Kimberly Lovendahl
Judy Moffett
Debra Pennicott
Mark Ripley
Patty Sage
Laurie Skoog
Wayne Strong
Marietta Van Eekeren
Patsy Younkin
Susan Ayers
Theresa Beach
Karen Coldren
Lee Corette
Kimberly Gallagher
Zehra Greenleaf
Lori Hornfelt
Linda Hunt
Joseph Kasik
Katherine Kingsbury
Agnes Picard
Patricia Rawlin-Brigham
Wayne Reposa
Amanda Sevits
Tricia Berg
Anne Carlisle
Mary Chestnut
Amy Danziger
Debbie Farr
Patricia Ferry
Oleta Fountain
James Hanson
Caroline McCormack
Sarah McKee
Julie Moore
Barbara Pope
Michele Reiersgaard
Erin Richardson
Alice Smith
Mary Stein
Janis Switzer
Treva Thompson
Carrie Thorsby
Martin Weissbarth
Mary Jane West
Kathleen Caulley
Kelley Gayle
Anne Goff

Cheryl Dixon
Rebecca Dopp
Teri Sue Draggoo
Deborah Gray
Judy Montgomery
Helen Quade
Jeanne Richardson
Ellen Schlotter
Larry Walker
Regina Wilde
Diana Cornacchia
Hillary Galloway
Holly Reposa
Linda Berg
Tamera Brown
Donna Dershon
Rhonda Durfee
Karen Eeds
Patricia Gagnon
Barbara Harris
Cathryne Irwin
Deanna Jacobson
Judith Langworthy
Charles Messinger
Melinda Miller
Nicole Nakayama
Cynthia Nees
Shelley Nurre
Sherrill Olson
Betty Orcutt
Annette Peters
Leita Wright

Richard Haas
Darlene Head
Jovone Kettwig
Heather Klym
Janet Lichenstein
Sheila Low
Teresa Page
Mavis Poole
Bryan Reed
Colette Trotter
Merilee Truebe
Belinda Villanueva
Trudy Waddell
Denice Ward
Meegan Ward
Shelley Wilson
Darlene Wood
Lyndsey Arnold
Kurtis Bonar
Mark Bray
D. Financial Statement

The motion passed unanimously, 4:0.

3. FIRST READING
Mr. Barrett recommended that the Board of Directors review the following board policies as a first reading:

- CG  Special Programs Administration
- DN  Disposal of District Property
- EEACCA  Video Cameras on Transportation Vehicles
- GBEC  Drug-Free Workplace
- GBNAJFCF  Hazing / Harassment / Intimidation / Bullying / Menacing
- IC/ICA  School Year / School Calendar
- IFA/IFB  Curriculum Research / Pilot Projects
- JGAB  Use of Restraint and Seclusion
- JHCCA  Students – HIV / HBV
- JHCCB  HIV, AIDS
- JFCK  Elimination of Drugs and Alcohol on District Premises
- JHFD  Student Vehicle Use
- JHFE  Reporting of Suspected Child Abuse
- KL  Public Complaints

Chair Weber determined there were no questions.

4. ACTION ITEMS
A. Board Policies Approval, Resolution #07-08.030
Mr. Hollenbeck recommended that the Board of Directors approve the following board policies, designed to comply with recently released Oregon Revised Statutes:

- IGBA  Special Education: Students with Disabilities
- IGBAC  Special Education: Personnel
- IGBAE  Special Education: Participation in Regular Education Programs
- IGBAG  Special Education: Procedural Safeguards
- IGBAH  Special Education: Evaluation
- IGBAI  Special Education: Private Schools
- IGBAJ  Special Education: Free and Appropriate Public Education
- IGBAK  Special Education: State Application
Dr. Hollenbeck attributed the proposed changes to the need to comply with changes in Oregon law.

Chair Weber asked if there was anything in regard to the changes in board policy that benefited the district’s special education population. Dr. Hollenbeck responded that population did benefit. The “response to intervention” process, a special education identification process, was a benefit both to students and the district in that it changed how the district identified such students.

**Motion:** Mr. Light, seconded by Ms. Bigley, moved for approval.
The motion passed unanimously, 4:0.

Chair Weber noted that all board members were contacted in regard to their ability to attend the meeting and Laurie Adams was unable to attend and sent her regrets.

**B. Auditor’s Report to Management and Response, Resolution #07-08.031**
Mr. Yancey reminded the board that it had previously received the 2006-2007 Financial Statement from the district’s auditors. The current packet included the response to the management letter issued by the district’s auditor. He recommended that the Board of Directors accept the response to the management letter issued by the District’s auditor for the 2006-2007 fiscal year-end.

**Motion:** Chair Weber, seconded by Mr. Light, moved for approval.

Mr. Yancey confirmed, in response to a question from Chair Weber, that the letter was recorded and next year the auditors would review the letter and determine how well the district had done. He said the district would also evaluate the firm on its response to its requirements.

The motion passed unanimously, 4:0.

**C. Out-of-State Trip Request, THS Cheerleaders, Resolution #07-08.032**
Mr. Smolnisky recommended that the Board approve Thurston High School’s Varsity Cheerleading group’s request to travel to Anaheim, California to compete in the National Cheerleading Competition. Dates of the trip would be Thursday, March 6, 2008 through Monday, March 10, 2008.

**Motion:** Mr. Light, seconded by Ms. Bigley, moved for approval.
The motion passed unanimously, 4:0.

**D. Data & Telecommunications Cabling for Maple and Thurston Elementary Replacement Schools, Resolution #07-08.033**
Mr. Yancey recommended that the Board of Directors approve the award of Data & Telecommunications Cabling for Maple and Thurston Elementary Replacement Schools to National Network Services of Oregon, Inc. of Springfield, Oregon for a total not to exceed $169,522.48.

Mr. Yancey noted that Chair Weber had reviewed the procurement document prior to the meeting. Staff was present to answer questions.

**Motion:** Mr. Light, seconded by Chair Weber, moved for approval.

Responding to a question from Chair Weber, Mr. James said that this was the first time the district would use the Request for Proposals process for complex systems as opposed to an invitation to bid process. Chair Weber observed the resolutions were being adopted ahead of any award for construction. Mr.
Yancey acknowledged the district was early in the process, which was because it could take advantage of the eRate Rebate Program, for which only Maple was eligible due to its percentage of students eligible for free and reduced lunches. The deadline for application was February 7, 2008.

The motion passed unanimously, 4:0.

5. PRESENTATION: ACADEMY OF ARTS AND ACADEMICS FACILITY
Mr. DeFranco provided a brief history of the item, reminding the board it gave staff direction to move forward with the three-facility expansion and approved the contract with SOLARC, the architect selected for the project. Subsequently, meetings been held with staff and different representative groups, and an open meeting occurred the previous week with a focus on students, staff, and parents to share initial thoughts and provide input. He noted that Ms. Adams had been present at that meeting. This item was an opportunity for the board to hear an update on the project and provide input.

Mr. DeFranco reviewed key dates in the user group process and noted the board meeting dates where the board would be asked to take action on various elements of the project. He anticipated that construction would start the day after school ended.

Ms. Bigley asked when construction would be done. Mr. DeFranco indicated he would have more concrete knowledge on February 11, but he hoped to see construction accomplished early in 2009. He added that staff assumed some dates for permit turnaround from the City of Springfield that could be pushed out.

Mr. DeFranco introduced Galen Ohmart, principal designer from SOLARC, who provided an overview of key concepts related to the project. Those concepts included consideration of acoustics, light for a day-lit facility, a connection to the street that strengthened the school’s involvement in downtown revitalization, spatial balance, flexible and dedicated spaces, sufficient storage, and classrooms that could expand and grow from one to another.

Mr. Ohmart shared a flow diagram of movement through the space and pointed out different elements of the facility.

Superintendent Golden asked what was contemplated in regard to student security given the busy area directly outside. Mr. Ohmart said security was considered. Currently the existing reception area was “tucked around a corner,” with limited eyes on the entryway, and the reception area would be shifted to create more access to the door, a window would be added to an office, and the administration area would be opened up.

Responding to a question from Mr. King about on-street parking, Mr. Ohmart said the facility was in a parking exempt zone. The City had control of the parking in front of the site. The facility would lose some parking in the back. He anticipated an increase in bicycle parking. Mr. DeFranco noted that the district owned the parking lot near the facility and staff had been in discussions of how much parking would be needed. He said that staff had discussed the potential of reserving some parking spaces as student incentives. He said there would not be sufficient parking for all students, and students would be encouraged to continue to use Lane Transit District.

Mr. King asked if there would be designated parking spaces in front of the school or if the district would have control of a drop-off zone. Mr. Ohmart said the district had not raised that with the City but he would be happy to bring it up. Mr. King thought a drop off zone would be appropriate. He did not want to see students darting between cars.
Mr. Light agreed that a drop-off zone would be both safer and would have a better visual impact on the facility.

Chair Weber also supported a drop-off zone.

Superintendent Golden thought it important to involve the City as a partner in the project in terms of how the project looked and how it fit into the urban renewal plan. She acknowledged public comments about the existing site in regard to its lack of windows and aesthetics, and suggested that staff keep the larger urban concept in mind. Chair Weber recalled a presentation from John Tamulonis of the City of Springfield, who had indicated the district should contact the City about its needs. Mr. DeFranco said he would contact Mr. Tamulonis.

Mr. Ohmart discussed how the building’s design was influenced by other nearby structures in downtown, including the Wildish Theater and the Springfield Museum, noting the extensive use of brick in those structures. He shared a computer model of the building to illustrate the appearance of the building façade.

Mr. Light noted the inclusion of windows in the front of the building and advocated for an area to display the art of students attending the school. He also wondered if there was a way to include windows where none were contemplated now. Mr. Ohmart indicated he would do more work on the concept of visible art. He termed the proposed windows and elevations as “placeholders for ideas.”

Chair Weber also liked the idea of display windows as way of giving back to the community.

Mr. Ohmart noted the meetings on the project that occurred every other Wednesday and invited all board members to attend. Mr. DeFranco called attention to particularly critical dates for the benefit of the board’s representatives for the project, Chair Weber and Mr. Light: February 7 and February 20, both meetings scheduled from 2:30 p.m. to 4:30 p.m. at the A3 School.

Chair Weber thanked Mr. DeFranco and Mr. Ohmart for the presentation.

6. OTHER BUSINESS

Chair Weber distributed meeting packets for the TEAM Springfield meeting scheduled on Saturday, February 2, at 8:30 a.m. at Willamalane Parks and Recreation District. He also distributed copies of an Oregon School Board Association board resolution for consideration on the No Child Left Behind Act.

7. NEXT BOARD MEETING

Mr. Weber announced that the next regular board meeting would be held on February 11, 2008, at 7 p.m.

8. ADJOURNMENT

There being no other business before the board, Chair Weber adjourned the meeting at 1:27 p.m.

(Recorded by Kimberly Young)
PERSONNEL ACTION

RELEVANT DATA:

Each month the board of Directors is asked to approve personnel action involving licensed employees. Tonight the Board is being asked to approve the attached list of retirements, change of contract status, leaves and contract renewals for licensed personnel. If the Board of Directors would like to discuss any of these recommendations in executive session, in accordance with ORS 192.660(2)(f) Exempt Public Records, the employee should be identified by the number preceding the name and it will be withdrawn pending further instruction from the Board. Roger Jordan is available for questions.

RECOMMENDATION:

It is recommended that the Board of Directors approve the personnel action for licensed employees as reflected in this resolution and any addendum presented along with this resolution. Categories include:

- New Hires
- Retirements
- Middle School Contract Renewals

SUBMITTED BY:       RECOMMENDED BY:
Roger S. Jordan       Nancy L. Golden
Director of Human Resources     Superintendent
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2008-2009 LANE EDUCATION SERVICE DISTRICT
LOCAL SERVICE PLAN

RELEVANT DATA:

Annually, Lane Education Service District presents resolution documents for local school boards’ review and approval. The Springfield Board of Directors has reviewed the Lane ESD 2007-11 Local Service Plan, which includes services for:

- Students with Special Needs
- School Improvement
- Technology
- Administrative and Support
- Additional Services

Nancy Golden and Lane ESD Superintendent Debbie Egan will answer any questions that the Board may have.

RECOMMENDATION:

BE IT RESOLVED that the Board of Directors of Lane County School District No. 19 hereby reauthorizes the Lane ESD Local Service Plan 2007-11 and requests the ESD to provide the services described during the 2008-2009 fiscal year in accordance with ORS 334.175.

RECOMMENDED BY:

Nancy Golden
Superintendent
SUMMARY Of Services

SPRINGFIELD SCHOOL DISTRICT 2006-07
### STUDENTS WITH SPECIAL NEEDS

#### School Psychology, Life Skills, and Emotional / Behavioral Education Services

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<th>Budget</th>
<th>Services Delivered</th>
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<td>• Assist component school districts in meeting the requirements of state and federal laws for IDEA.</td>
<td>School Psychology is a Lane ESD resolution service funded through resolution funds, resolution flex funds and district funds. The budget for 2006-07 was $1,340,000.</td>
<td>School Psychology: Four full time psychologists were funded for Springfield School District.</td>
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<td>• Enhance the quality of education provided to special education and at-risk students by providing timely and comprehensive psycho-educational evaluations that assist districts in determining eligibility for Special Education Services.</td>
<td>Life Skills is a Lane ESD resolution service funded through resolution funds, resolution flex funds and district funds and Lane ESD’s capacity to provide the service. The budget for 2006-07 to provide these services was $9,638,000.</td>
<td>Life Skills: 77 Springfield School District students were served in Life Skills in 2006-07.</td>
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<td>• Implement evidence-based practices in the education of students with moderate, severe and profound disabilities to improve student learning.</td>
<td>Emotional / Behavioral Disabilities is a Lane ESD resolution service funded through resolution funds, resolution flex funds and district funds. The budget for 2006-07 to provide these services was $2,151,000.</td>
<td>Educational Services to Students with Emotional / Behavioral Disabilities: One full time EBD teacher was funded for Springfield School District. Two students were enrolled in Lane School or ESD K-3 Classroom.</td>
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<td>• Assist districts with targeted interventions addressing the needs of students with behavioral/emotional disabilities.</td>
<td>Grants in Aid &amp; Fee for Service Special Education: Early Intervention / Early Childhood Special Ed (EI/ECSE) Lane Regional Program, Fee-based services including Martin Luther King, Jr. Education Center, Augmentative Communication, Speech, and Direction Services.</td>
<td>Grant in Aid &amp; Fee for Service: EI/ECSE: 348 children served Lane Regional: 50 children served Direction Services: 140 children served</td>
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<td>• Provide consultation to and conduct professional development for component district employees in the area of special education and at-risk youth.</td>
<td>Enable component school districts and the students they serve to have equitable access to resources in special education and at-risk youth.</td>
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<td>• Maximize operational and fiscal efficiencies for component school districts in the area of special education and at-risk youth.</td>
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</table>
# SCHOOL IMPROVEMENT

## General Education, Migrant / ELL Programs, Career & Technical Education and Safe Schools

<table>
<thead>
<tr>
<th>Goals</th>
<th>Budget</th>
<th>Services Delivered</th>
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</thead>
</table>
| **General Education**: Provide districts with identified priority services:  
  - Continuous Improvement Plan Development and Training  
  - Curriculum Support in Core Content Areas  
  - State and Federal Requirements Training  
  - Curriculum Alignment Assistance  | General Education is a Lane ESD service funded through resolution funds, resolution flex dollars, district funds, and grants / contracts. The budget for 2006-07 to provide these services was $735,000.  
  
  English Language Learners & Migrant Education services are funded by state grants. The budget for 2006-07 to provide these services was $313,000.  
  
  Career & Technical Education services are funded through resolution funds, resolution flex dollars, district funds, and grants and contracts. The budget for 2006-07 to provide these services was $730,000.  
  
  Safe Schools is a Lane ESD resolution service funded through resolutions funds, resolution flex funds and district funds. The budget for 2006-07 to provide these services was $235,000. | General Education:  
  - Professional Development: 484 educators, 1,480 hours. Technical Assistance: 104 educator, 166 hours.  
  - Migrant Education / English Language Learners:  
    - Professional Development: 79 educators, 1,244 hours. Technical Assistance: 1 educator, 2 hours.  
  - Career & Technical Education:  
    - Professional Development: 61 educators, 336 hours. Technical Assistance: 18 educators, 34 hours.  
  - Safe Schools:  
    - Professional Development: 310 educators, 613 hours. Technical Assistance: 48 educator, 104 hours.  
  - 1,242 Springfield SD students participated in 5,134 hours of School Improvement (SI) student services including Career Fair, Student Leadership, model lessons / direct classroom services.  
  - Springfield School District participated in the following School Improvement grants: Teaching American History, Oregon Writing Assessment, Migrant Education, Carl Perkins CTE Consortium, Math in CTE, and Reconnecting Youth. |
| **Career & Technical Education**: Provide professional development to instructors on Career and Technical Education program design, curriculum and assessment.  
  Facilitate high school and post-secondary partnerships to support student transitions and enhance opportunities for students.  
  Connect Career and Technical Education programs with businesses through sponsoring and coordinating regional events providing students with career-related activities and proactively linking businesses and students. |  |
| **Safe Schools**: Provide professional development for teachers and administrators and school staff that promotes student academic and behavioral success:  
  - Positive school and classroom climate  
  - Violence prevention and intervention  
  - Substance abuse prevention and intervention  
  - Crisis management and tragedy response |  |

(Please note: total educators/participants listed under “Services Delivered” is a duplicated count representing attendance throughout the year.)
### SCHOOL IMPROVEMENT

**Media and Library Services**

<table>
<thead>
<tr>
<th>Goals</th>
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<th>Services Delivered</th>
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</table>
| Provide assistance to school districts for in the adoption of textbooks. Assistance may include providing publisher resources, facilitating inter- and intra-district discussions and consolidating purchases and assistance in the sale and recycling of out of adoption textbooks. | Media and Library Services are a Lane ESD resolution service funded through resolution funds. The budget for 2006-07 to provide these services was $413,000. | Springfield School District received:  
  - 4,940 media library items  
  - 642 responses to inquiries  
  - 496 logins to video streaming  
  - 12 educators received research services  
  - 35 educators participated in media training workshops  
  - 2 educators participated in Lane ESD Book Review  
  - 209 Review Books were checked out |
| Facilitate a review process for the selection of new school library materials that provides district library staff with teacher evaluations on materials, and provides library books/materials at little or no cost. |                                                                                     |                                                                                   |

### TECHNOLOGY

**Technology and Instructional Technology**

<table>
<thead>
<tr>
<th>Goals</th>
<th>Budget</th>
<th>Services Delivered</th>
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</thead>
</table>
| Enhance the current network infrastructure to support scalable technology needs of districts, including hardware and software for the effective utilization of network resources. | Technology and Instructional Technology is a Lane ESD resolution service funded through resolution funds, flex funds, and district funds. The budget for 2006-07 to provide these services was $1,111,000. | Springfield School District received the following enhanced Technology Services:  
  - Video conferencing, Vtel, Polycom services  
  - Blackboard online course management  
  - Technology initiative funding  
  - Instructional Technology:  
    - 112 educators received 170 hours of professional development  
    - 3 check-outs of instructional technology labs / equipment for in-district use |
| Maintain and enhance instructional technology in districts’ instruction and curriculum. |                                                                                     |                                                                                   |
| Develop districts' technology infrastructures to support robust long-range needs, and to ensure staff and student usability. |                                                                                     |                                                                                   |
## ADMINISTRATIVE SERVICES

### Courier Services, Nursing Services, Medicaid Admin. Support

<table>
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<tr>
<th>Goals</th>
<th>Budget</th>
<th>Services Delivered</th>
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<tbody>
<tr>
<td>• Provide timely, accurate and courteous courier services to all component school districts.</td>
<td>The budget for Courier services in 2006-07 was $124,000.</td>
<td>Courier: 1,130 deliveries; 1,147 deliveries of secure student records. Nursing: N/A Medicaid: N/A</td>
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### Home Schooling and Attendance/Truancy Services

<table>
<thead>
<tr>
<th>Goals</th>
<th>Budget</th>
<th>Services Delivered</th>
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<tbody>
<tr>
<td>• Assist component school districts in meeting the requirements of the Oregon Revised Statutes regarding home schooling and mandatory school attendance.</td>
<td>Home School Services are funded through Lane ESD General Funds. The budget for 2006-07 to provide these services was $25,000.</td>
<td>Home School: • 447 Springfield students were registered for home school</td>
</tr>
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<td>• Provide services that allow districts to utilize the ESD's economies of scale and expertise to reduce their administrative costs.</td>
<td>Attendance/Truancy is funded by Lane ESD General Funds. The budget for 2006-07 to provide these services was $94,000.</td>
<td>Attendance / Truancy: • 279 Springfield students were referred for attendance / truancy services</td>
</tr>
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<td>• Improve student learning and enhancing quality education by supporting district efforts to maintain student attendance and recapture ADM funding.</td>
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<td>• Provide annual professional development opportunity to school administrators and attendance personnel related to attendance and truancy laws, policies, and procedures.</td>
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NOTES:
BOARD RESOLUTION #07-08.03

DATE: FEBRUARY 11, 2008

BOARD POLICIES FOR APPROVAL

RELEVANT DATA:

The district has contracted with Oregon School Boards Association to review all district policies. Policy revisions for board policies identified as needing to be updated are presented to the Board for approval. These policies were reviewed as first reading at the January 28, 2007, board meeting.

The submitted policies are revised with new language in bold and language recommended for deletion denoted by strike through. Steve Barrett is available to answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors approve the following board policies:

- CG Special Programs Administration
- DN Disposal of District Property
- EEACCA Video Cameras on Transportation Vehicles
- GBECE Drug-Free Workplace
- GBNA/JFCF Hazing/Harassment/Intimidation/Bullying/Menacing
- IC/ICA School Year/School Calendar
- IFA/IFB Curriculum Research/Pilot Projects
- JGAB Use of Restraint and Seclusion
- JHCCA Students – HIV/HBV
- JHCCB HIV, AIDS
- JFCK Elimination of Drugs and Alcohol on District Premises
- JHFD Student Vehicle Use
- JHFE Reporting of Suspected Child Abuse
- KL Public Complaints

Submitted by: 
Steve Barrett
Deputy Superintendent

Approved by: 
Nancy Golden
Superintendent
SPECIAL PROGRAMS ADMINISTRATION

The superintendent will be responsible for administering any program approved by the Board.

The district Springfield Public School District may operate specially funded programs which must be administered in accordance with particular federal and /or state laws and conditions of the grants.

The Board, through its approval of such programs and acceptance of funds, is ultimately responsible for these programs although many of the regulations which govern them are established by another agency.

The superintendent or designee is responsible for coordinating funded projects, for administration of grants, and for ensuring that the various departments which operate these programs do so within the guidelines pertaining to the particular program.

END OF POLICY

Legal References: ORS 332.505

Other:

Adopted: 7-10-95
Amended:
Replaces: 2170, CG/CGA
DISPOSAL OF SCHOOL PROPERTY

The superintendent or designee will follow developed procedures for the disposal of all obsolete, surplus, unwanted, and/or excessively damaged equipment, property (not including real estate) and supplies owned by the District in accordance with state law.

1. The Board will pass a resolution declaring the property surplus.

2. Items estimated by the business manager to have a value of less than $1000 may be sold by the business manager at prices estimated to be the market value of the items. All sales by the business manager will be recorded by item, price and buyer.

3. Property or materials estimated by the business manager to be greater than $1000 may be declared surplus and may be sold by the business manager through abiding procedure. If public sales fail to produce any interested buyers or bidders, remaining unsold materials may then, at the superintendent’s discretion, be disposed of as scrap or junk or be donated to appropriate charitable or educational agencies.

END OF POLICY

Legal References:
ORS 279B.055 332.155  ORS Chapters 279A, 279B and 279C
ORS 332.155

OAR 125-350-015  OAR 125-350-025

Other:

Adopted: 7-24-95
Amended:
Replaces:

Springfield Public Schools • 525 Mill Street • Springfield, OR 97477 • (541) 747-3331
The Board recognizes the district’s continuing responsibility to maintain and improve discipline and ensure the health, welfare and safety of its staff and students on school transportation vehicles.

The Board, after having carefully weighed and balanced the rights of privacy of students and staff with the district’s duty to ensure discipline, health, welfare and safety of staff and students on school transportation vehicles, supports the use of video cameras on its transportation vehicles.

Video cameras may be used to monitor student behavior on school transportation vehicles transporting students to and from curricular and extracurricular activities.

Such equipment may also be used to monitor the performance of district employees in the fulfillment of their duties on school transportation vehicles transporting students to and from curricular and extracurricular activities.

Students in violation of district conduct rules shall be subject to disciplinary action in accordance with established Board policy and administrative regulations governing student conduct and discipline.

Staff shall be subject to established Board personnel policies, administrative regulations and labor agreements including provisions related to evaluation, discipline and dismissal.

Video recordings, depending on how they are used in student disciplinary proceedings, may become a part of a student’s education record. In such cases, the district shall comply with all applicable state and federal laws related to education records. Such records will also be subject to established district procedures regarding education records including access, review and release of such records.

The superintendent or designee shall develop procedures for the notification of staff, students, parents and others as necessary of the use of video cameras on school vehicles and such other procedures as may be required for the implementation of this policy.
END OF POLICY

Legal References:
ORS 30.864 ORS 326.575 ORS 165.535-165.540
ORS 336.187 ORS 339.260 ORS 192.420-192.505
ORS 326.565 OAR 581-022-1660
OAR 581-053-517(47)(a)-(f) OAR 581-021-0210 to -0440

Other:
Family Education Rights and Privacy Act of 1974, 20 U.S.C. , § 1232g (2006);
In the matter of A.O., A Minor (March 28, 1988) (Superintendent of Public
Instruction Ruling)

Adopted: 1-26-98
Amended:
Replaces:
The district shall provide a drug-free workplace.

1. Definitions
   a. “Controlled substance”: A controlled substance shall include any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or other controlled substance.
   b. “Alcohol”: Alcohol shall include any form of alcohol for consumption including beer, wine, wine coolers or liquor.
   c. “Conviction”: A finding of guilt (including a plea of no contest) or imposition of sentence, or both, by any judicial body charge with the responsibility to determine violations of the federal or state criminal drug statutes.
   d. “Criminal drug statute”: A federal or state criminal statute involving the manufacture, distribution, dispensation, possession or use of any controlled substance or alcohol.
   e. “Drug-free workplace”: A site for the performance of work at which employees are prohibited from engaging in the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, or alcohol or misuse of prescription medications.

2. Purpose
   The purpose of this policy is to promote safety, health and efficiency by prohibiting, in the workplace, the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, or alcohol or misuse of prescription medications.

3. Applicability
   This policy applies to all employees, including, but not limited to, those exempt, unclassified, management service, classified and temporary employees who are paid directly or indirectly from funds received under a federal grant or contract.

4. Prohibitions
   An employee shall not, in the workplace, unlawfully manufacture, distribute, dispense, possess or use a controlled substance or alcohol.

5. Compliance with Policy
   An employee shall, as a condition of employment, abide by the provisions of this policy.

---

1 Districts directly receiving grants or contracts of $100,000 or more from the federal government are required to meet this obligation.
6. Sanctions and Remedies
   a. The district, upon determining that an employee has engaged in the unlawful manufacture, distribution, dispensation or possession of a controlled substance, or alcohol or misuse of prescription medications, or upon having reasonable suspicion under section 7 of this policy, of employee unlawful use of a controlled substance or alcohol in the workplace, shall, pending any criminal drug statute conviction for a violation occurring in the workplace, take action with regard to the employee determined to be appropriate which may include transfer, granting of leave with or without pay or suspension with or without pay.
   b. Within 30 days of an employee’s criminal drug statute conviction for a violation occurring in the workplace, the district shall:
      
      (1) Take action with regard to the employee determined to be appropriate which may include discipline up to and including termination; and/or
      (2) Require satisfactory participation by the employee in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, state or local health, law enforcement or other appropriate agency.

7. Basis for Reasonable Suspicion and Mandatory Drug/Alcohol Testing of Employees Use of Controlled Substance/Alcohol.
   Reasonable suspicion of employee use of an unlawful controlled substance, or alcohol or misuse of prescription medications shall be based upon any of the following:
   a. Observed abnormal behavior or impairment in mental or physical performance (for example, slurred speech or difficulty walking);
   b. Direct observation of use in the workplace;
   c. The opinion of a medical professional;
   d. Reliable information concerning use in the workplace, the reliability of any such information shall be determined by employer;
   e. A work-related accident or injury in conjunction with a basis for reasonable suspicion as listed above.

8. Employee Assistant Program
   An employee having a drug or alcohol problem is encouraged to seek assistance, on a confidential basis, under the Employee Assistance Program if such program is provide by the employer.

9. Leave for Participation in Abuse Assistance or Rehabilitation Program
   The district shall, upon employee request, grant leave with or without pay to permit an employee to participate in a drug abuse assistance or rehabilitation program.

10. Establishment of Drug-Free Awareness Program
The district shall establish a drug-free awareness program to inform employees of the:

a. Dangers of drug abuse in the workplace;
b. Existence of and content of this policy for maintaining a drug-free workplace;
c. Availability of drug-counseling, rehabilitation and employee assistance programs; and
d. Penalties that may be imposed for drug abuse violations occurring in the workplace.

11. Notification by Employee of Conviction
An employee shall, as a condition of employment, notify the district of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.

12. Notification by Springfield School District Employee Conviction
The district shall notify the appropriate federal granting or contracting agency of an employee’s criminal drug statute conviction for a violation occurring in the workplace no later than 10 days after receiving notice of such conviction.

13. Provision of Copy of Policy to Employees.
The district shall provide to each employee a copy of this policy.

END OF POLICY

Legal References
ORS 243.650  ORS 657.176  ORS 336.222
ORS 809.260  ORS Chapter 475  OAR 584-020-0040(5)(e)


Other

Adopted: 9-11-95
Amended: 3-17-2005
Replaces: 2231, 3840.2, 4540.2
HAZING/HARASSMENT/INTIMIDATION/BULLYING/MENACING

The Board is committed to providing a positive and productive living and working environment. Hazing, harassment, intimidation, menacing or bullying by students, staff or third parties is strictly prohibited and shall not be tolerated in the district. Students whose behavior is found to be tolerated in the district.

Students whose behavior is bound to be in violation of this policy will be subject to discipline, up to and including expulsion. The district may also file a request with the Oregon Department of Transportation to suspend the driving privileges or the right to apply for driving privileges of a student 15 years of age or older who has been suspended or expelled at least twice for menacing another student or employee, willful damage or injury to district property or for the use of threats, bullying, intimidation, harassment or coercion. Staff whose behavior is found to be in violation of this policy will be subject to discipline, up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or designee or Board.

Individuals may also be referred to law enforcement officials. Staff will be reported to Teacher standards and Practices Commission, as provided by OAR 584-0020-0041.

The superintendent or designee is directed to develop administrative regulations to implement this policy. Regulations shall include descriptions of prohibited conduct, reporting and investigative procedures, as needed, and provisions to ensure notice of this policy is provided to students, staff and third parties.

Legal References on page 2.

It is the policy of the District that harassment of employees in the workplace by other staff members will not be tolerated.

1. “Harassment” includes any conduct in the workplace that is motivated by race, religion, color, sex, national origin, martial status, or age, and that disrupts or interferes with another employee's work performance or creates an intimidating, offensive, or hostile environment.

2. All employees of the District are expected to avoid any behavior toward another employee that could be reasonably interpreted as harassment.

3. Complainants are encouraged to file a complaint by using the complaint process established by the District administrative procedure.

4. If a complaint is found to have merit, the offending employee will be subject to appropriate disciplinary action up to and including termination.
5. All complaints of harassment will be investigated promptly, impartially and as confidentially as circumstances permit. The superintendent or designee will develop appropriate procedures for responding to employee complaints of harassment.

END OF POLICY

Legal References
ORS 163.190 ORS 166.065 ORS 166.155-166.165
ORS 332.072 ORS 332.107 ORS 339.240
ORS 339.250 ORS 339.254 ORS 339.260
ORS 339.351 – 339.364

OAR 581-021-0045 OAR 581-021-0046 OAR 581-021-0055
OAR 581-02201140


Other
Springfield Public Schools Administrative Procedures: GBN-AR
Springfield Public Schools Policy JBA

Adopted: 11-5-90
Amended: 3-18-96, 2-10-97, 11-05-2001
Replaces: 4311
SCHOOL YEAR/SCHOOL CALENDAR

The Board will approve the school year calendar for each year. After Board approval, any modification of the calendar will require Board action.

The calendar will include the number of student days, number of work days for staff and holidays. The calendar will meet all state requirements.

If the student educational time lost causes the district to drop below the state minimum, the instructional time will be made up.

END OF POLICY

Legal References:
ORS 187.010
ORS 332.075(1)(a)
ORS 243.650
ORS 336.010
OAR 581-022-1620

Other:

Adopted: 12-11-95
Amended:
Replaces: 3430
CURRICULUM RESEARCH/PILOT PROJECTS

A pilot project is defined as a trial program conducted in a controlled environment for a period of time sufficient to test the applicability and viability of that program for fulfilling present and future needs of the district.

Requests for permission to conduct such projects must be submitted to the superintendent or designee. Pilot projects are subject to compliance with state and federal laws and to Board policy and administrative regulations.

Parents have the right to inspect, upon request, any instructional material used as part of the educational curriculum for students. The district will develop procedures for granting a request by a parent for such access.

END OF POLICY

Legal References:

ORS 329.675 – 329.745


Other:

Adopted: 12-11-95
Amended: 3-6-2006
Replaces:
USE OF RESTRAINT AND SECLUSION

The Board is dedicated to the development and application of best practices within the district’s educational/behavioral programs. It is the intent of the Board to establish a policy that defines the circumstances that must exist and the requirements that must be met prior to, during and after the use of restraint and/or seclusion as an intervention with district students.

Definitions

Physical restraint means the restriction of a student's movement by one or more persons holding the student or applying physical pressure upon the student. Physical restraint does not include touching or holding a student without the use of force for the purpose of directing the student or assisting the student in completing a task or activity.

Seclusion means the involuntary confinement of a student alone in a room from which the student is prevented from leaving. Seclusion does not include “time out.”

Time out means the removal of a student for a short period of time to provide the student with an opportunity to regain self-control, in a setting from which the student is not physically prevented from leaving.

The use of physical restraint and/or seclusion is only permitted as a part of a behavioral support plan when other less restrictive interventions would not be effective and the student's behavior poses a threat of imminent, serious physical harm to the student or others.

Except in the case of an emergency, only staff current in the required training in accordance with the district-designated physical restraint and seclusion training program will implement physical restraint or seclusion with a student. In an emergency, physical restraint and/or seclusion may also be used by a school administrator, teacher or other school employee [or volunteer] as necessary to prevent a student from harming his/herself, students, staff or others or from causing damage to district property. The use of physical restraint/seclusion under these circumstances is only allowed so long as the student's behavior poses a threat of imminent, serious physical harm to themselves, others or to district property. Any student being restrained or secluded within the district, whether in an emergency or as a part of a plan, shall be constantly monitored by staff for the duration of the intervention. Any room used for seclusion of a student should allow staff full view of the student in all areas of the room and be free of potentially hazardous conditions such as unprotected light fixtures and electrical outlets.
The district shall utilize the Oregon Intervention System (OIS) for Education training program of physical restraints and seclusion for use in the district. As required by state regulation, the selected program shall include: behavioral support, prevention, de-escalation and crisis response techniques. Any program selected by the district must be in compliance with state and federal law with respect to the use of restraint and/or seclusion.

An annual review of the use of physical restraint and seclusion, including a review of all district cases involving restraint and/or seclusion, shall be completed to ensure compliance with district policies and procedures. The results of the annual review shall be documented.

The district shall investigate all complaints regarding the use of restraint and/or seclusion practices according to the procedures outlined in Board policy KL – Public Complaints.

The superintendent or designee shall develop administrative regulations to carry out the requirements set forth in this policy and to meet any additional requirements established by law.

END OF POLICY

Legal References
ORS 339.250
OAR 581-021-0061
OAR 581-021-0062

Other

Adopted:
Amended:
Replaces:
STUDENTS HIV AND HBV

This policy applies to students six years or older who have HIV or HBV and are not special risk.

“Special risk” students as used in this policy and as defined by Oregon Department of Human Services, Health Services, means students who lack control of their body secretions or who display behaviors such as biting, sitting or scratching and/or who have uncoverable, oozing lesions.

The District will adhere strictly in policies and procedures to the Oregon Revised Statutes and the Oregon Administrative Rules as they relate to a student infected with HIV+ and AIDS.

The District recognizes a student (parent or guardian) has no obligation to inform the District of an HIV or HBV+ or AIDS condition and that the student has a right to attend school.

If the District is informed, written guidelines shall be requested of the student (parent/guardian). These guidelines shall include who may have the information, who will give the information, how the information will be given, and where and when the information will be given.

When informed of the infection, and with written permission from the student (parent/guardian), the District will develop procedures for formulating an evaluation team. The team shall address the nature, duration and severity of risk as well as any modification of activities. The team shall continue to monitor the student’s condition.

Accommodations for a student infected with HIV or HBV+ or AIDS shall be the same as with any other illness.

Notification of alternative educational programs shall be made if an HIV or HBV+ or AIDS student withdraws from school. (Applies to students enrolled in the District and not special education students.)

The district shall also develop policies and/or procedures for rumor control, infection control, student accommodations and public relations/media.

Legal references on page 2.

1 HIV – Human Immunodeficiency Virus; HBV – Hepatitis B Virus.
END OF POLICY

Legal References:
ORS 326.565  ORS 326.575  ORS 332.061
ORS 336.187  ORS 339.030  ORS 339.250
ORS 433.008  ORS 433.045  OAR 332-012-0270
OAR 333-018-0000 ORS 333-018-0005 OAR 581-022-0705
OAR 581-022-1660

Or. Health Division, Guidelines for Schools with Children Who Have Hepatitis B Virus or HIV Infection (2001).

Other:
Adopted: 6-12-95
Amended:
Replaces: 5150.3
This policy applies to **HIV students five years of age or younger**, special risk students who are HIV positive as well as all students with AIDS.

The District shall adhere strictly in policies and procedures to the Oregon Revised Statutes and Oregon Administrative Rules as they relate to a student infected with HIV or AIDS.

A special risk student with HIV or AIDS must notify the district school superintendent for continued educational services. If the student or parent does not notify the District, the Oregon Health Division or local health department will issue an order to exclude the student from the district school, or the student or parent may voluntarily withdraw from the district school. In either case, the District must notify the student and parent of alternative education programs.

If the District is informed, written guidelines shall be requested of the student or parent. These guidelines shall include who may have the student information, who will give the information, how the information will be given, and where and when the information will be given.

After the Oregon Health Division or local health department evaluates the student’s risks to others, including any restrictions that may be required, this condition will be reported by the parents to the District.

When informed and with written permission from the student or parent, the District will develop procedures for formulating an evaluation team. The team shall address the nature, duration and severity of risk as well as any modification of activities. Monitoring of the student's condition shall be included.

END OF POLICY

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Legal references on page 2.
Legal References:

ORS 326.565    ORS 326.575    ORS 332.061
ORS 336.187    ORS 339.030    ORS 339.250
ORS 433.008    ORS 433.045    ORS 433.255
ORS 433.260    OAR 333-012-0270 OAR 333-018-0000
OAR 333-018-0005 OAR 333-018-0030 OAR 333-018-0031
OAR 581-022-0705 OAR 581-022-1660 OAR 581-022-1910

Or. Health Division, Guidelines for Schools with Children Who Have Hepatitis B Virus or HIV Infection (2001).

Other:

Administrative Procedures Pertinent to Communicable Diseases and Infection Control

Adopted: 11-27-95
Amended: 8-28-2000
Replaces:

Springfield Public Schools ● 525 Mill Street ● Springfield, OR 97477 ● (541) 747-3331
ELIMINATION OF DRUGS AND ALCOHOL ON DISTRICT PREMISES

The District shall publish expectations and develop procedures designed to eliminate the use of drugs and alcohol on District premises. However, concern for drug and alcohol use extends beyond school premises.

Each year the District shall include in the Student Responsibilities and Rights handbook, clear statements of expectations and consequences should a student use drugs or alcohol on school premises. Students and parents shall be informed that unlawful delivery of a controlled substance to the student or minor within 1,000 feet of district school property is a Class A felony. Punishment is a maximum of 20 years of imprisonment, $375,000 fine or both.

The district shall record incidents and report the findings to the Board in September of each year.

END OF POLICY

Legal References:
ORS 339.240  ORS 339.250  ORS  Chapter 475
ORS 161.625  OAR 581-021-0050 to -0075  OAR 581-053-0015
OAR 581-053-0545(4)(c)(R)-(T)
OAR 581-053-0550(5)(q)-(s)


Other: Springfield Public Schools Responsibilities and Rights Handbook

Adopted: 9-25-95
Amended: 8-28-2000, 3-17-2005
Replaces: 5630
STUDENT VEHICLE USE

All students who drive cars or other motorized vehicles to school are subject to parking and driving rules developed by the principal.

The District may require all students parking vehicles on District property on a regular basis to show evidence:

1. That the student driving the vehicle holds a valid driver’s license;
2. That the vehicle is currently registered;
3. That the student driving is insured under a motor vehicle liability insurance policy or other satisfactory proof of compliance with the financial responsibility requirements of the state;
4. That the vehicle is in compliance with District rules as specified in the Student Responsibilities and Rights Handbook.

Parking privileges will be subject to the specific requirements of this policy and any other applicable policy and/or rules of the District. Schools with district authorization may charge fees for student parking lot.

The District will post appropriate parking signs.

END OF POLICY

Legal References:
ORS 332.107
ORS 806.060 – 806.080
ORS 332.445
ORS 339.260
ORS 806.060 – 806.080
OAR 581-021-0050

Other:

Adopted: 11-27-95
Amended:
Replaces:
REPORTING OF SUSPECTED CHILD ABUSE

Any district school employee who has reasonable cause or reasonable suspicion to believe that any child with whom he/she has come in contact has suffered abuse or neglect, as defined in state law, or that any adult with whom he/she is in contact has abused a child, will immediately notify the Department of Human Services or the local law enforcement agency. The district school employee shall also immediately inform his/her supervisor, building principal or superintendent.

Child abuse by district school employees is not tolerated. All district school employees are subject to this policy. Reports of suspected child abuse by a district school employee shall also be made to superintendent or designee. Each school building will post the name and contact information for the superintendent or designee and the procedure the Superintendent or designee will follow up on receipt of a report.

If the Superintendent or designee determines there is reasonable cause to support a report, the District shall place the district school employee on paid administrative leave until: (a) the Department of Human Services or a law enforcement agency determines the report is unfounded or that the report will not be pursued; or (b) the Department of Human Services or law enforcement agency determines the report is founded and the District takes the appropriate disciplinary action against the district school employee.

Any district school employee who initiates a good faith report about child abuse will not have the terms or conditions of his or her employment or work environment adversely affected.

A student who initiates a good faith report about child abuse a school employee will not receive discipline for initiation of the report.

The District will notify the person who initiated the report about actions taken by the District based on the report, to the extent allowed by law.

The superintendent will implement such regulations as are necessary to accomplish the intent of this policy and to comply with state law. District employees will be made aware of this policy annually.

District staff shall receive training each school year in the prevention and identification of child abuse and on the obligations of school employees under ORS 419B.005 and as directed by Board policy to report suspected child abuse. In addition, an annual training for parents and legal guardians of students attending district schools shall be provided on the prevention, identification of child abuse and the obligation of school employees to report suspected child abuse. Annual training
designed to prevent child abuse will be made available to students attending district operated schools.

END OF POLICY
BOARD POLICY: KL

PUBLIC COMPLAINTS

No community member, staff member or student will be denied the right to complain to the Board. Complaints will be referred through the proper administrative channels for solution before investigation or action by the Board. Exceptions are complaints that concern Board actions or Board operations.

Complaints are handled and resolved as close to their origin as possible. The proper channeling of complaints involving instruction, discipline or learning materials is as follows:

1. Teacher;
2. Building principal;
3. Superintendent;
4. Board.

Complaints in the following areas must be filed under the District policies and procedures:

1. Sexual harassment: JBA/GBN, JBA/GBN-AR;
2. Instructional materials: II/IIA, II/IIA-AR

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration by the Board. The Board will not hear charges against employees in open session unless the employee requests an open session.

While speakers may offer objective criticism of operations and programs, the Board will not hear personal complaints concerning District personnel nor against any person connected with the school system. To do so could expose the Board to a charge of being party to slander and would prejudice any necessity to act as the final review of administrative recommendations regarding the matter. The Board chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals.

The superintendent will develop and administer the general complaint process.

Legal references on page 2.
END OF POLICY

Legal References: ORS 192.610 - 192.690
ORS 332.107
OAR 581-22-805

Other:

Adopted: 5-8-95
Amended:
Replaces: 2200, 3470, 4470, 5710
SAT TEST & PREP

RELEVANT DATA:

During the Fall Board Goal Planning meeting School Board members were interested in how the district could support students who were preparing to take the SAT test. Following some discussion the Board asked that they be given an update in January.

Following the Board Goal Planning meeting the high school principals and curriculum staff had discussions about the topic and made some plans to support students. Representatives from the high schools will be presenting an overview of what support/training has been done for students who took the tests in the fall and also what support might be offered to additional students this spring.

SUBMITTED BY:

Bruce Smolnisky
Director of Education
RELEVANT DATA:

The Requirements for Graduation Guidelines has been revised for 2008. The guidelines are outlined in the handbooks provided. Rob Hess will be available for questions.

SUBMITTED BY:

ROBERT HESS
STUDENT ACHIEVEMENT LEADER