CORBETT SCHOOL DISTRICT

BOARD GOALS and DISTRICT OBJECTIVES 2013-2014
Foster intellectual development, maintain and plan for adequate facilities, develop plans for safety and transportation during the school day, operate the district in a fiscally responsible manner, and build trust in District communication among Corbett School District communities.

CORBETT SCHOOL DISTRICT
REGULAR BOARD MEETING
MPB/BOARD ROOM
7:00 PM - Wednesday, August 21, 2013

1. PRELIMINARY BUSINESS
   Time: 7:00 p.m.
   1. 1. Call to Order / Flag Salute
      Presenter: Charlie O'Neil - Board Chairman
      Time: 7:00 p.m.
   1. 2. Review and Acceptance of Agenda
      Presenter: Charlie O'Neil - Board Chairman
   1. 3. Approval of Minutes
      RESOLUTION NO. 24.8-13 - RESOLVED that the Board approve the minutes of the below listed meetings
      1. 3. a. Regular School Board Meeting July 17, 2013
         Special School Board Meeting August 5, 2013
         Special School Board Meeting August 14, 2013 Action Item
   1. 4. Board Chairman Report
      Presenter: Charlie O'Neil
      1. 4. a. BoardBook Discussion Item
      1. 4. b. Board Agreements as approved on October 17, 2012 Information Item
      1. 4. c. Budget Committee Vacancy Position No. 2 - term expires 12/15 Information Item
      1. 4. d. OSBA Summer Conference Report
   1. 5. Review of Correspondence to Board Information Item
      School District Review of Proposed Use
   1. 6. OSBA Elections - Nominations are open Information Item
   1. 7. Principal / Director Reports
      1. 7. a. GS Principal
         Presenter: DeeDee Hanes
      1. 7. b. CAPS Principal

Presenter: Lori Luna

1. 7. c. MS/HS Principal
Presenter: Phil Pearson

1. 8. Introduction and Comments of Guests and Representatives
The following procedures for public comment are established by Policy.
All individual comments will be limited to three minutes unless the chairman extends the time limit. Issues requiring more time should be placed in writing and forwarded to the superintendent for the correspondence section of the Board agenda. (One week in advance of Board meeting date) Speakers are required to sign up with an audience comments card (give to Board secretary before meeting begins) and announce their name and speak from the table, lectern or microphone. Advice from OSBA: It is not a good idea to engage the public in a discussion at this time. All comments should be directed to the chair. it is appropriate for the chair to direct the superintendent to answer any questions or concerns with the speaker at a later time.

1. 9. Request for Information Action Item
RESOLUTION NO. 25.8-13 - RESOLVED that the Board approve or deny the request for the generation of reports from Directors Purvine and Calcagno of August 18 and August 19. (See Policy BBAA - http://policy.osba.org/corbett/AB/BBAA%20G1.PDF)

2. FINANCIAL REPORTS/MATTERS

2. 1. Resolution Making Appropriations For the 2013-2014 Budget Action Item
RESOLUTION NO. 26-8-13 - WHEREAS, the appropriation for the Debt Service Fund, as adopted, was listed under the wrong function, and is in need of revision, BE IT RESOLVED, that the fiscal year beginning July 1, 2013, the amount shown are hereby appropriated for the purposes indicated within the funds listed:
see attachment

2. 2. Resolution to call a measure to submit to the electors of the district regarding GO Bond Information Item

2. 3. Explanatory Statement for the Voter's Pamphlet Information Item

2. 4. Report Information Item

3. CONSENT AGENDA
The following procedures for the consent agenda are established by Policy.
The Superintendent recommends adoption by single consent motion the following listed items which are identified on the agenda by a double asterisk**. Any of these items may be removed from the consent agenda by the Director notifying the Superintendent at least 24 hours prior to the meeting that the Director will request that the item be considered separately and as regularly listed on the agenda. Items that remain on the consent agenda will be acted upon following the "Preliminary Business."

The affected individuals, organizations, or institutions shall be notified that the item has been removed from the consent agenda and informed of the approximate time for consideration. Persons who request an opportunity to address the Board prior to action shall be granted up to 15 minutes for such presentations.

If a Director requests the removal of an item at the meeting without prior notification, that item will be considered at the next regular meeting.

3. 1. Consent agenda resolution items 27.8 -13** through 36.8-13** Action Items

8.2 RESOLUTION NO. 27.8-13** - RESOLVED that the Board approve the recommendation to hire Dennis Spencer, Corbett High School Cross Country Coach, effective fall 2013 season.

8.3 RESOLUTION NO. 28.8-13** - RESOLVED that the Board approve the recommendation to hire Danielle Henderson, temporary office support for the MS/HS, effective August 12, 2013 and working 10.5 hours per week for not more than 90 days.

8.4 RESOLUTION NO. 29.8-13** - RESOLVED that the Board approve the recommendation to hire Jessica Waldo, .8 FTE Aide for Physically Challenged, effective August 26, 2013.

8.5 RESOLUTION NO. 30.8-13** - RESOLVED that the Board approve Erika Pace, Food Service Manager, an additional two periods per day teaching HS Culinary Arts.

8.6 RESOLUTION NO. 31.8-13** - RESOLVED that the Board approve a leave of absence from the CEA union, and re-approve her transfer to Administration for Desiree Chiu, .75 FTE Director of Student Services, with $200 per month travel/communication stipend plus a salary of $73,944.00 for a 165 day contract effective for 2013-2014.

8.7 RESOLUTION NO. 32.8-13** - RESOLVED that the Board approve OFLA for George Varkados, Custodian, effective August 12 - August 25, 2013.

8.8 RESOLUTION NO. 33.8-13** - RESOLVED that the Board approve the recommendation for additional hours for Allen Pace, as .67 FTE Instructional Aide, effective August 26, 2013.

9.1 RESOLUTION NO. 34.8-13** - RESOLVED that the Board approve the second reading of the following policies:

a. Policy CBA - Qualifications and Duties of the Superintendent (Version 3)
b. Policy CCG - Licensed Evaluation - Administrators (Version 2)
c. Policy DH - Bonded Employees and Officers
d. Policy GBDA - Mother Friendly Workplace*
e. Policy GCL - Staff Development - Licensed * (Version 1)
f. Policy GCL/GDL - Staff Development * (Version 3)
g. Policy IK - Academic Achievement**
h. Policy IKA - Grading System**
i Policy JECA - Admission of Resident Students**

j. Policy JHCCA - Students - HIV and HBV and AIDS**
k. Policy JHCCB - Students - HIV, AIDS**
l. Policy JHCCF - Pediculosis (Head Lice) (Version 1)
m. Policy JHFF - Reporting Requirements Regarding Sexual Conduct with Students
n. Policy JOB - Personally Identifiable Information**

9.2 RESOLUTION NO. 35.8-13** - RESOLVED that the Board approve the first reading of the following proposed policy:
a. Policy AE - District Goals (Version 1)

9.3 RESOLUTION NO. 36-8.13 -** RESOLVED that the Board approve the first reading to rescind the following policy:
a. Policy GCD - Hiring of Licensed Staff

4. CURRICULUM
5. STUDENTS
6. TRANSPORTATION, BUILDINGS AND MAINTENANCE
7. CO-CURRICULAR ACTIVITIES
   7. 1. Booster Club (CARDS) Information item
   7. 2. Vacant Positions Information Item
   The Booster Club has openings for MS Volleyball and MS Girls Soccer Coaches for the fall season 2013.
8. PERSONNEL
   8. 1. Vacant Positions Information Item
   There are no vacant positions at this time.
   8. 2. See 3.1
   8. 3. See 3.1
   8. 4. See 3.1
   8. 5. See 3.1
   8. 6. See 3.1
   8. 7. See. 3.1
   8. 8. See 3.1
9. POLICY
   Time: 8:45 p.m.
   9. 1. See 3.1
   9. 2. See 3.1
   9. 3. See 3.1
10. Superintendent Trani's Report Information item
11. RECESS

12. EXECUTIVE SESSION - ORS 192.660 ....(identify section and item)

RECONVENE TO PUBLIC SESSION FOLLOWING EXECUTIVE SESSION

13. ACTION ON PROPOSED OR TABLED MATTERS TO FOLLOW EXECUTIVE SESSION
14. COMING EVENTS
    - 14. 1. In-Service, Wednesday, August 21
    - 14. 2. Preparation Thursday and Friday, August 22-23, 2013
    - 14. 3. First Day of School - Monday, August 26, 2013
    - 14. 4. Monday, September 2, 2013, Labor Day Holiday
    - 14. 5. Tuesday, September 3, 2013 - Special School Board Meeting, 7:00 p.m. MPB
    - 14. 6. Wednesday, September 4, 2013 - Open House 5:30-8:30 p.m.
    - 14. 7. September 6, 2013 - Friday School Day
    - 14. 8. Regular Board Meeting, Wednesday, September 18, 2013 - 7:00 p.m. MPB
    - 14. 9. OSBA Fall Regional Dinner - Monday, September 30, 2013 - Embassy Suites Airport Hotel
    - 14. 10. OSBA Annual Convention - Thursday - Sunday, November 14-17, 2013, Portland Marriott Downtown
15. ADJOURNMENT

Corbett School District

Board Agreements

The Board will focus first on the primary work of the Board, which is to clarify district purpose, direction and goals.

As trustee for the community, the Board is committed to an on-going, two-way conversation with constituents about their aspirations for the education of the district's students.

The Board has one employee – the superintendent. The Board and superintendent work together to fulfill their mutually complementary roles. Trust combined with open and honest communication is our intent. The Board does not provide direction or oversight of other school district staff.

The Board expects the staff to develop the means to accomplish district goals. Respecting the staff's role and obligation to determine means, the Board will refrain from doing staff work and will not second-guess staff decisions.

As the Board establishes goals, it assures that there is agreement on how the goals will be measured. The board determines the kinds of data it needs to monitor the progress toward goals and compliance with its written policies.

The Board commits itself individually and collectively to stand by its code of conduct, to 'speak with one voice,' to maintain a positive culture and orderly decision-making processes, and to do its work openly.

Each Board member is allowed $100 discretionary expenses at conferences/trainings per fiscal year in the form of purchases for the good of the Board and to be reimbursed by the District with proper receipts.

Agreed _____(date)

Signed:

_____

_____

_____

_____

_____

1.46

RECEIVED AUG 1 3 2013

MULTNOMAH COUNTY
LAND USE & TRANSPORTATION PROGRAM
1600 SE 190th AVENUE
PORTLAND, OR 97233 (503) 988–3043
www.co.multnomah.or.us/dbcs/LUT/land_use

SCHOOL DISTRICT REVIEW

Take a copy of this form to each of the school districts that serve the property

Address of Site 43000 SE HAINES RD, CORBETT, OR 97019

Tax Roll Description of Property 1N4E05BA-3329

Description of Proposed Use SINGLE FAMILY RESIDENCE

If Residential Use, Total Number of Dwelling Units ONE

—TO THE APPLICANT—

Approval of most land uses involving a new or expanded use, or involving the creation of a new parcel requires verification that **all appropriate** school districts have had an opportunity to review and comment on the proposal. Complete the applicable sections of this form and take a copy to each school district serving the property. After receiving a response, attach this form to your application

Applicant's Name JAMES T. KUNZ

Mailing Address 2217 SW MCGINNIS Phone 503-666-5706

City TROUTDALE State OR Zip Code 97060

—TO BE COMPLETED BY A SCHOOL DISTRICT REPRESENTATIVE—

☒ The District has no comment.

☐ The District is incapable of providing service to this property at this time because _____

Date 8/13/13

Corbett School District
Name of School District

Randy Trani
Name of Representative

Superintendent
Position Held

RETURN THIS FORM TO THE APPLICANT

revised 7/04

1.5



Robin Faye Lindeen Blakeley <rlindeen@corbett.k12.or.us>

OSBA Elections - Nominations are open

1 message

OSBA Information <info@osba.org> Mon, Jul 29, 2013 at 8:43 AM
To: Robin Lindeen-Blakeley <rlindeen@corbett.k12.or.us>

Dear Robin Lindeen-Blakeley:

Autumn and a new school year are quickly approaching and with them comes your opportunity to select your representative on the OSBA Board of Directors and Legislatiave Policy Committee (LPC). All *even-numbered positions, Positions 1 and 15 on the OSBA Board of Directors* are up for election this year and all LPC positions are also up for election. We've put together a list that includes the position numbers and region names, in addition to the names of the current representatives and it is available online. Nominations open today.

Nominations

Serving on the OSBA Board or on the LPC provides an opportunity to develop leadership skills and impact issues at the state and federal levels. Board members interested in running for a position on the OSBA Board or the LPC need to be nominated by a member board within their region. Nominations require official board action. Sample language is available to assist in making a motion or resolution to nominate a candidate.

Action for individual board members:

If you want to run for a seat on the OSBA Board or the LPC, ask your local board or another member board in your region to nominate you.

Action for district staff:

Please consult your board about adding an agenda item to its September board meeting asking if any of your board members would like to serve on the OSBA Board or on the LPC and providing the opportunity to take official board action to nominate an interested board member.

Candidate nomination materials are due in the OSBA offices by **5 p.m., Sept. 30.** An election calendar is attached listing all the nomination and election dates.

Other resources

- Explanation of the essential duties of OSBA Board members
- Explanation of the essential duties of LPC members

1.6

- OSBA's Election Center containing all election information

Betsy Miller-Jones
OSBA Executive Director
osbaelections@osba.org

2013 OSBA Elections Calendar Approved-June 2013.pdf
39K

2013 Open Board of Directors Positions with incumbents

Position	Region name	Last Name	First Name	Title	Organization
Posiiton 01	Eastern				
Position 02; Vice President	Columbia	Krumbein	Dave	Board Member	Pendleton 16
Position 04; President-elect	Southeast	Theros	Lori	Board Member	Klamath Falls City Schools
Position 06	Lane	Duerst-Higgins	Sherry	Board Chair/Board Member	South Lane 45J/Lane ESD
Position 08	Clackamas				
Position 10	Linn/Benton/Lincoln	Schuster	Anne	Board Chair	Corvallis 509J
Position 12	Marion	Beeson	David	Board Member	Silver Falls 4J
Position 14	North Coast	Kintz	Greg	Board Member	Vernonia 47J
Position 15	Washington				
Position 16	Washington	Marble	Fred	Board Member	Forest Grove
Position 18; Past President	Multnomah	Howatt	Kris	Board Member	Gresham-Barlow 10

RESOLUTION MAKING APPROPRIATIONS FOR THE 2013-2014 BUDGET

WHEREAS, the appropriation for the Debt Service Fund, as adopted, was listed under the wrong function, and is in need of revision,

BE IT RESOLVED, that the fiscal year beginning July 1, 2013, the amount shown are hereby appropriated for the purposes indicated within the funds listed:

	Major Function							
FUND	1000 Instruction	2000 Support Services	3000 Enterprise & Community Service	4000 Facility Acquisition & Construction	5000 Transfers	5100 Debt Service	6000 Contingency	TOTAL
General	7,542,793	2,965,616			115,300	196,378	200,000	**11,020,087**
Food Service			182,060					**182,060**
Federal Funds	130,000							**130,000**
Early Retirement		28,600						**28,600**
Student Body	400,000							**400,000**
Bus Replacement								**0**
Capital Projects				60,000				**60,000**
Debt Service						819,088		**819,088**
Energy Projects					12,000			**12,000**
TOTAL	**8,072,793**	**2,994,216**	**182,060**	**60,000**	**127,300**	**1,015,466**	**200,000**	**12,651,835**

RESOLUTION NO. __

A RESOLUTION OF CORBETT SCHOOL DISTRICT NO. 39, MULTNOMAH COUNTY, OREGON, CALLING A MEASURE ELECTION TO SUBMIT TO THE ELECTORS OF THE DISTRICT THE QUESTION OF CONTRACTING GENERAL OBLIGATION BONDED INDEBTEDNESS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $15,000,000 TO FINANCE CAPITAL COSTS; DECLARING INTENT TO REIMBURSE EXPENDITURES; AND RELATED MATTERS.

WHEREAS, the Board of Directors (the "Board") of Corbett School District No. 39, Multnomah County, Oregon, (the "District") has determined that a need exists for the District to finance capital costs, as more fully described in the notice of bond election attached hereto as Exhibit A (the "Project") and pay bond issuance costs; and

WHEREAS, in connection with the Project, the District has evaluated the need for safety improvements, the joint funding of safety improvements with other public and private entities and the funding of safety improvements in accordance with ORS 332.176; and

WHEREAS, the costs of the Project and issuance costs are estimated to be not more than $15,000,000; and

WHEREAS, ORS 328.205, as amended, subject to voter approval, authorizes the District to contract bonded indebtedness to provide funds to finance the costs of the Project and to pay bond issuance costs; and

WHEREAS, the District currently collects state school fund dollars for each out of district student which in the calculation of what the District receives takes into account the capital and operating costs of the District; and

WHEREAS, the District anticipates incurring expenditures (the "Expenditures") to finance the costs of the Project and wishes to declare its official intent to reimburse itself for any Expenditures it may make from its general funds on the Project from the proceeds of voter-approved general obligation bonds (the "Bonds") which may be issued as tax-exempt obligations or qualified tax credit bonds; and

WHEREAS, the Board has determined that those moneys advanced to pay the Expenditures prior to the issuance of such Bonds are available only for a temporary period and it is necessary to reimburse the District for the Expenditures from the proceeds of such Bonds.

NOW, THEREFORE, the Board of Directors of Corbett School District No. 39, Multnomah County, Oregon, resolves as follows:

1. A measure election is hereby called for the purpose of submitting to the electors of the District the question of contracting general obligation bonded indebtedness in the name of the District in an amount not to exceed $15,000,000. Bond proceeds will be used to finance the

Project and pay all Bond issuance costs. The Bonds shall mature over a period of not more than twenty-six (26) years from the date of issue and may be issued in one or more series.

2. The measure election hereby called shall be held in the District on the 5th day of November 2013. As authorized by the County Clerk of Multnomah County, Oregon, and the Oregon Secretary of State, the election shall be conducted by mail pursuant to ORS 254.465 and 254.470.

3. The District authorizes the Superintendent, Business Manager (each an "Authorized Representative") or his/her designee to submit the final ballot title and explanatory statement and to take such further action as is necessary to carry out the intent and purposes herein in compliance with the applicable provisions of law.

4. The Authorized Representative shall cause to be delivered to the Election Officer of Multnomah County, Oregon (the "Election Officer"), a Notice of Bond Election (the "Notice") in substantially the form of, attached hereto as Exhibit A, which shall be approved and filed by the Authorized Representative of the District, not later than September 5, 2013, (sixty-one (61) days prior to the election date).

5. The District hereby declares its official intent pursuant to Treasury Regulation Section 1.150-2 to reimburse itself with the proceeds of the Bonds for any of the Expenditures incurred by it prior to the issuance of the Bonds.

6. The law firm of Hawkins Delafield & Wood LLP, is hereby appointed to serve as Bond Counsel with respect to the issuance of the Bonds and Piper Jaffray & Co. is hereby appointed to serve as Underwriter with respect to the issuance of the Bonds. The District will pay the fees and expenses of Bond Counsel and Underwriter from Bond proceeds.

ADOPTED by the Board of Directors of Corbett School District No. 39, Multnomah County, Oregon this _____ day of _____, 2013.

CORBETT SCHOOL DISTRICT NO. 39, MULTNOMAH COUNTY, OREGON

By:_____
Chair, Board of Directors

ATTEST:

By:_____
Superintendent/District Clerk

EXHIBIT A

NOTICE OF BOND ELECTION

CORBETT SCHOOL DISTRICT NO. 39
MULTNOMAH COUNTY, OREGON

NOTICE IS HEREBY GIVEN _____, 2013 that a measure election will be held in Corbett School District No. 39 located in Multnomah County, Oregon on November 5, 2013. The following shall be the ballot title of the measure to be submitted to the district's voters:

CAPTION (10 WORD LIMIT)

Bonds for Safety Improvements, Seismic Renovations and Operational Efficiencies

QUESTION (20 WORD LIMIT)

Shall Corbett School District renovate, save operating costs and improve safety by issuing $15 million in general obligation bonds? If the bonds are approved, they will be payable from taxes on property
or property ownership that are not subject to the limits of sections11 and 11b, Article XI of the Oregon Constitution.

SUMMARY: (175 WORD LIMIT)
If approved, District would renovate/replace buildings to reduce maintenance costs, replace old plumbing, electrical, and heating/ventilation systems; meet building codes for seismic, fire and life safety; improve safety and traffic flows and comply with federal ADA and educational equity laws.

This measure is expected to:

- Make seismic and fire protection upgrades to the Multipurpose Cafeteria, Old Gym and High School.
- Replace seismically challenged Middle School to improve safety.
- Renovate 1970 Gym; add classrooms and second multi-purpose facility.
- Construct new Bus Barn.
- Acquire land with building to save construction costs; make improvements if Board determines to be cost effective.
- Furnish, equip and make site improvements for all projects; pay for demolition and costs of issuance.
- Excess proceeds could be used to contribute to track construction. Private funds would also be solicited.

Bonds would mature in a period not to exceed twenty-six years. The initial tax rate is estimated to be approximately $2.29 per $1000 of assessed property value, an estimated increase of nine cents per $1000 of assessed value from the 2012-2013 rate.

The following authorized District Official hereby certifies the above ballot title is true and complete.

Signature of authorized District Official	Date signed
Printed name of authorized District Official	Title

EXPLANATORY STATEMENT

The last significant investment in Corbett School facilities occurred in 1994 when voters passed a $6.5 million bond to construct a new elementary school.

In January 2013, the District appointed a diverse group of Corbett citizens who, along with professional architects, engineers and construction experts studied facility needs. Community meetings gathered feedback from the general public and Corbett voters were surveyed about different options.

Except for the elementary school, District buildings are between 35 and 90 years old. Since their original construction, building codes have been updated to reflect new requirements for fire and life safety and earthquake resistance. The Middle School (1923) is constructed almost entirely of hollow clay tiles and classified as "dangerous" according to building codes.

The Middle School and Old Gym have been maintained, but do not contain energy-efficient mechanical, electrical and plumbing systems that could save on operating costs and protect the community's investment.

With the expiration of the 1994 bond, and a lower interest rate climate, a new $15 million bond would cost an estimated $2.29 per thousand of assessed value. If this new bond were approved, property taxpayers in the Corbett School district are estimated to see an increase in their property tax rate attributable to schools of nine cents per thousand of assessed value above the rate paid in 2012-2013. This is an estimate only.

With a new bond, the District would renovate buildings to reduce maintenance costs; replace old plumbing, electrical, and heating/ventilation systems; meet building codes for seismic, fire and life safety; improve campus safety and traffic flows and comply with federal ADA and educational equity laws.

Specifically, the bond is expected to:

- Make seismic and fire protection upgrades to the Multipurpose Cafeteria (1970), Old (1954) Gym and High School (1977) to improve safety and security.
- Replace the seismically challenged Middle School with an energy-efficient building to increase safety and save money on operating costs.
- Renovate the Gym Addition (1970) to increase energy efficiency and improve safety, add classrooms and a larger multi-purpose facility to complement the smaller auditorium in the Multipurpose Cafeteria.
- Furnish, equip and make site improvements for all projects; pay for demolition and costs of issuance.

- Acquire nearby land, with building, that would save construction costs in the replacement for the Middle School and make improvements to this property if the Board determines them to be cost effective.
- Construct a new Bus Barn that would improve the safety of students and staff, ease traffic congestion and save operating costs.
- Use some bond proceeds to leverage any additional available state funding for seismic and energy efficiency projects.

If proceeds remain after the above projects are completed, the District would consider using a portion to contribute to the construction of a new track. Private funds would also be solicited for this purpose .

A citizen bond oversight committee would be appointed by the School Board to ensure that bond proceeds are spent properly and only on projects described in the ballot title and explanatory statement.

Code: CBA
Adopted:

Qualifications and Duties of the Superintendent (Version 3)

POSITION: Superintendent of Schools

QUALIFICATIONS:

1. A current Oregon administrative license with an authorization for all levels superintendent's endorsement or a transitional superintendent license;

2. Successful experience as an educational leader and administrator;

3. In lieu of the experience and training requirements above, the Board may consider as a candidate for its superintendent's position an individual who meets transitional administrator or exceptional administrator licensure requirements. The Board may, jointly with the individual, submit an application for such license for Teacher Standards and Practices Commission approval pursuant to OAR 584-080-0151 and 584-080-0161;

4. Other qualifications as determined by the Board.

REPORTS TO: Board of Directors

SUPERVISES: Central office administrators and school principals; and through them, all district personnel.

JOB GOAL: Provide effective administration of all schools and departments, and educational leadership throughout the school system and community.

Performance Responsibilities

The superintendent:

1. Serves as chief executive officer of the Board except as otherwise provided by law, makes rules not in conflict with law or with Board policies and decides all matters of administrative and supervisory detail in connection with the operation and maintenance of the schools;

2. Initiates and directs the development of policies for approval by the Board, delegating such responsibility to associates and subordinates as deemed desirable;

3. Attends all meetings of the Board except those concerned with his/her own contract status and takes part in the deliberations, but does not vote;

4. Assists the Board in reaching sound judgments, establishing policies and approving those matters which the law requires the Board to approve; places before the Board necessary and helpful facts,

comparisons, investigations, information and reports; and makes available the personal advice on special or technical matters by those persons who are qualified to furnish it;

5. Implements and interprets Board policies;

6. Recommends the appointment, ~~assignment, transfer, promotion,~~ renewal, contract extension, ~~demotion,~~ contract nonrenewal, contract nonextension or discharge of ~~any~~ licensed employees of the Board as provided by law, Board policies and the employee's collective bargaining agreement, as applicable, and with such recommendations reported to the Board for approval;

7. Assigns or transfers licensed employees as provided by state law, Board policies, collective bargaining agreements and meet and confer agreements, as applicable;

8. Appoints, assigns, transfers, promotes, demotes or discharges classified and nonrepresented employees as provided by state law, Board policies, collective bargaining agreements and meet and confer agreements, as applicable;

9. Directs the professional supervisory staff in visits to the schools under his/her charge; through this staff, directs, assigns and assists teachers and all other educational employees in the performance of their duties; classifies, assigns and controls the promotion of students; and performs other duties as the Board determines;

10. Directs the work of the professional staff in evaluating curriculum and instructional materials and, upon the basis of such study, makes recommendations to the Board;

11. Supervises the establishment or modification of attendance and transportation area boundaries subject to Board approval;

12. Directs the preparation of the budget showing the estimated receipts and disbursements necessary to cover the needs of the district for the ensuing budget period, and submits this estimate to the Board in accordance with law;

13. Approves and directs, in accordance with law and Board policy, purchases and expenditures, within the limits of the budget;

14. Exercises leadership in directing studies of sites and buildings, considering the population trend and the educational and cultural needs of the district, to ensure timely decisions by the Board and electorate regarding construction and renovation projects;

15. Represents the district in dealings with other school systems, social institutions, business firms, government agencies and the general public;

16. Keeps the public informed about current educational practices, educational trends and issues confronting the district.

The specific enumeration of the superintendent's duties as detailed above will not act to limit the broad authority and responsibility of the office.

END OF POLICY

Legal Reference(s):

ORS 327.133
ORS 332.075
ORS 332.515
ORS 342.125
ORS 342.140
ORS 342.143
ORS 342.173
ORS 342.175
ORS 342.200

OAR 581-022-0102 to -1940
OAR 581-023-0006 to -0050
OAR 584-020-0000 to -0045
OAR 584-036-0035(1)
OAR 584-046-0003 to -0024
OAR 584-048-0085 to -0095
OAR 584-080-0151
OAR 584-080-0152
OAR 584-080-0161

R/28/13 DH

Oregon School Boards Association
Selected Sample Policy

Code: CCG
Adopted:

Licensed Evaluation - Administrators (Version 2)

Each administrator will be evaluated ~~[annually]~~ by his/her immediate supervisor.

The purpose of administrator evaluations is to assist administrators to develop and strengthen their professional abilities, to improve the instructional program and ~~to improve the~~ management of the school system and for supervisors to make recommendations regarding their employment and/or salary status.

Administrators' evaluations shall be customized based on collaborative efforts and include the educational leadership-administrator standards[1] adopted by the State Board of Education.

The standards include:

1. Visionary leadership;
2. Instructional improvement;
3. Effective management;
4. Inclusive practice;
5. Ethical leadership;
6. Socio-political context.

Evaluations must attempt to:

7. Strengthen the knowledge, skills, disposition and administrative practices of administrators;
8. Refine the support, assistance and professional growth opportunities offered to an administrator, based on the individual needs of the administrator and the needs of the school and district;
9. Allow the administrator to establish a set of administrative practices and student learning objectives that are based on the individual circumstances of the administrator;
10. Establish a formative growth process for each administrator that supports professional learning and collaboration with other administrators; and
11. Use evaluation methods and professional development, support and other activities that are based on curricular standards and are targeted to the needs of the administrator.

[1]These standards are aligned with the Interstate School Leaders Licensure Consortium (ISLLC) and the Educational Leadership Constituents Council (ELCC) standards for Education Leadership.

The administrative evaluation system will also include provisions for initiating dismissal, contract nonextension ~~[or demotion]~~ procedures if the need for such procedures is indicated.

END OF POLICY

Legal Reference(s):

ORS 192.660(2), (8)
ORS 332.505
ORS 342.513
ORS 342.815

OAR 581-022-1720
OAR 581-022-1723
OAR 581-022-1725

Hanson v. Culver Sch. Dist. (FDAB 1975)

R6/06/13|BH

Oregon School Boards Association
Selected Sample Policy

Code: **DH**
Adopted:

Bonded Employees and Officers

All district employees responsible for funds, fees, cash collections or inventory control will be bonded to protect the district against loss in an amount determined by the Board and upon recommendation of the district's agent-of-record. In compliance with Oregon statutes and administrative rules, the superintendent[, custodian of funds and other individuals as deemed necessary by the Board] will have individual fidelity bond coverage ~~in the amount of [$50,000]~~ or equivalent crime coverage. The district will pay the cost of such ~~bonds~~ coverage.

END OF POLICY

Legal Reference(s):

ORS 328.441
ORS 332.525

OAR 581-022-1720

HR6/06/13 PH

9.1c

Code: GBDA
Adopted:

Mother Friendly Workplace*

The district recognizes that a normal and important role for mothers is to have the option and ability to provide for their child by breast-feeding or expressing milk in the workplace. The Board directs the superintendent or designee to take measures and develop regulations to ensure that all district employees shall be provided with an adequate location for the expression of milk [or breast-feeding].

The superintendent or designee shall see that the district makes a reasonable effort to provide a room or other location in close proximity to work areas, other than a restroom, where an employee can breast-feed her child or express milk in privacy. This policy directs the superintendent or designee to include the following in the development of a regulation to ensure the provisions for employees required by this policy:

1. [The ~~A~~]dvice of a school nurse or health professional in determining the most reasonable facility accommodation;

2. The plan shall include an accessible, private room with a lock that would allow a mother:

   a. To breast-feed a child brought in during a lunch or other break period; [or]
   b. To pump breast milk to be stored for later use~~; and~~[.]
   ~~c. A flexible work schedule in consideration of the requirements of the staff members responsibility.~~

3. The room shall include:

   a. Electrical outlets for electric pumps;
   b. Sanitation facilities including a sink close by, for hand washing and the rinsing of containers; and
   c. A sign up sheet and a sign posting the room as "private during use."

~~4. Time allotted for this activity is not to exceed the normal time allowed for lunch and/or breaks.~~

A reasonable effort will be made to provide a flexible work schedule in consideration of the requirements of the staff member's responsibility.

The district shall provide the employee a 30-minute rest period to breast-feed or express milk during each 4-hour work period, or the major part of a 4-hour work period, to be taken by the employee approximately in the middle of the work period. If feasible, the employee will take the rest period at the same time as the rest periods or meal periods provided by the district.

[1] District should refer to their collective bargaining agreements to determine if the rest period is paid, non-paid, or a combination.

9.1d

END OF POLICY

Legal Reference(s):

ORS 243.650
ORS 653.077
ORS 653.256

OAR 839-020-0051

R2/28/13 HR

Code: GCL
Adopted:

Staff Development - Licensed * (Version 1)

The Board recognizes the importance of continued educational experiences and other professional growth activities as a means to improve job performance. Continual work toward professional growth will be expected of all licensed staff members.

Professional growth experiences may include, but are not limited to, college courses, workshops, curriculum planning, research, travel, supervision of teacher trainees and other activities approved by the supervisor.

When contracting with third parties to provide training for employees, the Board recognizes it is not relieved of the responsibility to ensure that appropriate reasonable accommodations for qualified individuals with disabilities have been made. The Board will provide reasonable accommodations to ensure such training, whether provided by the district or through district contracts with third parties, is made available for employees with disabilities.

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

1. Requests are to be submitted sufficiently in advance to permit Board consideration; and

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

Completion of ~~C~~continuing professional development (CPD) ~~plan~~ requirements, as set forth in OAR Chapter 584, Division 090 by the Teacher Standards and Practices Commission (TSPC) for license renewal, are the sole responsibility of the employee. The selection of the employee's CPD adviser shall be subject to approval by the individual's supervisor.

END OF POLICY

Legal Reference(s):

ORS 329.095
ORS 329.125
ORS 329.704
ORS 342.135(2)(a)
ORS 342.138(3)

OAR 581-022-0606
OAR 581-022-1720

~~OAR 584-090-0001 to 0060~~
OAR 584-090-0100-0120

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

RJ2/13/12/RS

Code: GCL/GDL
Adopted:

Staff Development * (Version 3)

In order to strengthen and refine professional skills of district personnel, the superintendent or his/her designee will develop a staff development program for all employees.

[District site councils] ~~[Building site councils]~~ will be encouraged to participate in the development and implementation of the district's staff development ~~plan~~ program including provisions for the professional growth of staff.

Staff development programs, whether provided directly by the district or through district contracts with third parties, will provide appropriate reasonable accommodations to ensure such programs are available to employees with disabilities.

Completion of ~~C~~continuing professional development (CPD) ~~plan~~ requirements, as set forth in OAR Chapter 584, Division 090 by the Teacher Standards and Practices Commission (TSPC) for license renewal, are the sole responsibility of the employee. The selection of the employee's CPD adviser shall be subject to approval by the individual's supervisor.

END OF POLICY

Legal Reference(s):

ORS 329.095
ORS 329.125
ORS 329.704

OAR 581-022-0606
OAR 581-022-1720

OAR 584-090-0100 to 0120

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

R12/13/12/RS

9.1 f

Oregon School Boards Association
Selected Sample Policy

Code: IK
Adopted:

Academic Achievement**

The Board believes it is important that teachers have as much accurate knowledge of student achievement as possible to assess students' needs and growth; thus, a sharing of information among parent, teacher and student is essential.

The district shall ensure that all students have the opportunity to demonstrate progress toward becoming proficient in the knowledge and skills of the student's current grade level. Students who have not yet met or who exceed all of the standards at any grade level, will be offered additional services or alternative public education options.

The Board directs staff to follow these guidelines in measuring and reporting student progress:

1. Parents will be informed ~~regularly,~~ at least ~~[four] times a year~~ annually of their student's progress ~~in school;~~ to meet or exceed grade level academic content standards, including but not limited to:

   a. Information on progress in each subject area, including major goals used to determine the information;

   b. Specific evidence of student progress on the continuum of knowledge and skills (academic content standards) of a subject area, upon request from a parent;

   c. Student scores on all state and local assessments indicating any of the requirements that have been waived for the district or the individual and time periods for the waiver; and

   d. Student progress toward completion of diploma requirements to parents of students in grades 9-12, including credits earned, demonstration of extended application and demonstration of the Essential Skills.

2. Parents will be alerted and conferred with as soon as possible when a student's performance or attitude becomes unsatisfactory or shows marked or sudden deterioration;

3. Grades and/or portfolio content assessment will be based upon academic performance and will not include student attitude or behavior. Grades will not be used for disciplinary purposes. Absenteeism or misconduct shall not be the sole criterion for the reduction of a student's grade. Behavior performance shall be reported separately;

4. At comparable levels, the school system will strive for consistency in grading and reporting except when this consistency is inappropriate for certain classes or certain students;

5. When no grades are given but the student is evaluated in terms of progress, the school staff will also provide a realistic appraisal of the student's standing in relation to his/her peers;

6. The staff will take particular care to explain to parents the meaning of marks and symbols used to reflect student performance.

9.19

END OF POLICY

Legal Reference(s):

ORS 107.154
ORS 329.485
ORS 343.295

OAR 581-021-0022
OAR 581-022-1660
OAR 581-022-1670

R6/06/13 | BH

Oregon School Boards Association
Selected Sample Policy

Code: IKA
Adopted:

Grading System**

The district's grading system shall be based on Board-adopted course content and is designed to enable the student and parent to clearly know how well the student is achieving course requirements at the student's current grade level, and be based on the student's progress toward becoming proficient in a continuum of knowledge and skills. Absenteeism or misconduct shall not be the sole criterion for the reduction of a student's grades. Behavioral performance shall be reported separately.

~~Letter grades will be used in the district.~~

Grading will be conducted on a [~~nine~~ 12-week] basis. The [~~nine~~ 12-week] grade will be based on many factors, such as: basic assignments, both oral and written; class participation; special assignments; research; activities of various types and kinds; and special contributions.

At the beginning of the grading period students and parents will be informed regarding the basis of the grades and the methods to be used in determining them.

END OF POLICY

Legal Reference(s):

ORS 329.485

OAR 581-021-0022
OAR 581-022-1670

6/06/13 RH

9.1h

Oregon School Boards Association
Selected Sample Policy

Code: JECA
Adopted:

Admission of Resident Students**

School-age students who live within the district attendance area between the ages of 5-19 shall attend school without paying tuition.

1. ~~Residents over age 19 who have a diploma may be admitted with the approval of the [Board] [superintendent] and upon payment of tuition at the rate established by the Board.~~ Students who turn 19 years of age during the school year shall continue to be eligible for a free and appropriate public education for the remainder of the school year.

2. The Board may admit otherwise eligible students who are not receiving special education and who have not yet attained 21 years of age prior to the beginning of the current school year if they are shown to be in need of additional education in order to receive a diploma. These students may attend school without paying tuition for the remainder of the school year.

3. The Board shall admit otherwise eligible students who have not yet attained age 21 prior to the beginning of the current school year if the student is receiving special education services and:

   a. Has not yet received a regular high school diploma; or
   b. Has received a modified diploma, an extended diploma or an alternative certificate.

4. Students with disabilities voluntarily placed outside the home by their parent may continue to attend the school the student was attending prior to the placement as a district resident, when the student's parent and school staff can demonstrate it is in the student's best interest.

5. The Board ~~[will] [will not]~~ [may, based on district criteria,] deny regular school admission to students who have become residents and who are under expulsion from another district for reasons other than a weapons policy violation.

6. The Board shall deny, for at least one calendar year from the date of the expulsion, regular school admission to students who have become residents and who are under expulsion from another district for a weapons policy violation.

7. The Board ~~[will] [will not]~~ [may, based on district criteria,] provide alternative programs of instruction to students expelled for a weapons policy violation.

END OF POLICY

9.1i

Legal Reference(s):

ORS 109.056
ORS 327.006
ORS 339.115
ORS 339.133
ORS 339.134
ORS 433.267

HR/06/13|RS

Oregon School Boards Association
Selected Sample Policy

Code: JHCCA
Adopted:

Students - HIV and ~~and~~ HBV and AIDS**

~~This policy applies to students six years or older who are HIV or HBV[1] 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, spitting 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 or HBV or diagnosed with AIDS.

The district recognizes a parent (student) 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 of such a student, written guidelines shall be requested of the parent (student). 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 parent (student), 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.

Notification of alternative education programs shall be made to the parent or eligible student if an HIV ~~or~~ HBV or AIDS student withdraws from school.

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

END OF POLICY

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[1]HIV - Human Immunodeficiency Virus; HBV - Hepatitis B Virus; AIDS - Acquired Immune Deficiency Syndrome

9.17

Legal Reference(s):

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 333-012-0265~~

~~OAR 333-012-0270~~
OAR 333-018-0000
OAR 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).~~ OREGON SCHOOL HEALTH SERVICES MANUAL, COMMUNICABLE DISEASES APPENDIX IV, GUIDELINES FOR SCHOOLS WITH CHILDREN WHO HAVE BLOODBORNE PATHOGENS, OREGON DEPARTMENT OF EDUCATION 2012

~~R6/06/13~~ RH

Oregon School Boards Association
Selected Sample Policy

Code: **JHCCB**
Adopted:

Students - HIV, AIDS**

Delete 6/06/13|PH
This policy applies to HIV students five years of age or younger, special risk HIV students as well as all students with AIDS.

"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, spitting or scratching and/or who have uncoverable, oozing lesions.

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[1].

A student with HIV or AIDS must notify the superintendent for continued educational services.

If the parent or student does not notify the district, the Oregon Department of Human Services, Health Services, or local health department will issue an order to exclude the student from school, or the parent (student) may voluntarily withdraw from 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 parent (student). 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 Department of Human Services, Health Services or local health department evaluates the student's risks to others, including any restrictions which may be required, this condition will be reported by the parents to the district.

When informed and with written permission from the parent (student), 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.

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

END OF POLICY

Legal Reference(s):

[1]HIV - Human Immunodeficiency Virus; AIDS - Acquired Immune Deficiency Syndrome

9.1K

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 333-019-0031
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).

DELETE

R2/10/04 | MW

Oregon School Boards Association
Selected Sample Policy

Code: JHCCF
Adopted:

Pediculosis (Head Lice) (Version 1)

(Excludes students infested with either live lice or nits. Does not allow attendance of students with nits.)

The Board recognizes that district programs should be conducted in a manner that protects and enhances student and employee health and is consistent with recognized health practices. Consequently, in order to prevent the spread of pediculosis (head lice) in the school setting, district staff shall institute guidelines for classrooms that will assist in the prevention and spread of head lice. Students with suspected cases of lice shall be referred to the school nurse or administrator for assessment. Students found with live lice or nits will be excluded from school attendance. The district recognizes that the Oregon Department of Human Services, Health Services, no longer requires excluding for the presence of nits (lice eggs) and allows discretion to districts to exclude. Students excluded from school will be readmitted after assessment by designated personnel to confirm no lice or nits are present.

Successful treatment of head lice requires a coordinated approach and may involve the use of antilouse products, combing and implementation of preventative measures recommended by health authorities. The district will provide parents of students found to have contracted head lice with treatment information. It is the district's intent to not only eliminate the current infestation, but also to prevent a repeat episode.

The superintendent will develop administrative regulations, as necessary, to implement this policy.

END OF POLICY

Legal Reference(s):

ORS 433.255
ORS 433.260

OAR 333-019-0010
OAR 437-002-0360
OAR 581-022-0705

9/30/03 | MW

9.1 l

Oregon School Boards Association
Selected Sample Policy

Code: JHFF
Adopted:

Reporting Requirements Regarding Sexual Conduct with Students

Sexual conduct by district/school employees as defined by Oregon law will not be tolerated. All district employees are subject to this policy.

"Sexual conduct" as defined by Oregon law is any verbal or physical [or other] conduct by a school employee that is sexual in nature; directed toward a kindergarten through grade 12 student; unreasonably interferes with a student's educational performance; and creates an intimidating, hostile or offensive educational environment. The definition for sexual conduct does not include behavior that would be considered child abuse as outlined by Oregon law and district Board policy JHFE and JHFE-AR - Reporting of Suspected Abuse of a Child.

Any district/school employee who has reasonable cause to believe that another district/school employee [or volunteer] has engaged in sexual conduct with a student must immediately notify his/her [immediate supervisor][~~the person identified by the district to receive such reports~~].

When the district receives a report of suspected sexual conduct by a district employee, the district may decide to place the employee on paid administrative leave or in a position that does not involve direct, unsupervised contact with students while conducting an investigation. An investigation is a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the complainant, witnesses, the district employee or student who is the subject of the report. If the subject of the report is a school employee, the investigation must meet any negotiated standards of an employment contract or agreement.

If, following the investigation, the report is substantiated, the district will inform the employee that the report has been substantiated and provide information regarding the appeal process. [The employee may appeal the district's decision through the appeal process provided by the district's collective bargaining agreement.] [~~The employee~~ may ~~appeal the district's decision through an appeal process administered by a neutral third party~~.] [A volunteer may appeal the district's decision through the district's complaint procedure.] [A substantiated report is one that: a) an educational provider has reasonable cause to believe is founded based on the available evidence after conducting an investigation; and b) involves conduct that the educational provider determines is sufficiently serious to be documented in the employee's personnel file.]

If the employee decides not to appeal the determination or if the determination is sustained after an appeal, a record of the substantiated report will be placed in the employee's personnel file. The employee will be notified that this information may be disclosed to a potential employer.

The district will post in each school building the name and contact information of the person designated to receive sexual conduct reports, as well as the procedures the [personnel director][superintendent] will follow upon receipt of a report. In the event that the designated person is the suspected perpetrator, the

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[personnel director] [superintendent] [Board chair] shall receive the report. When the ~~[personnel director]~~[superintendent] takes action on the report, the person who initiated the report must be notified.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the complainant. If a student initiates a report of suspected sexual conduct by a district employee in good faith, the student will not be disciplined by the Board or any district employee.

The district will provide annual training to district employees, parents and students regarding the prevention and identification of sexual conduct. The district will provide to employees at the time of hire a description of conduct that may constitute sexual conduct and a description of records subject to disclosure if a sexual conduct report is substantiated.

Educational providers shall follow hiring and reporting procedures as outlined in ORS 339.374 for all district employees.

END OF POLICY

Legal Reference(s):

ORS 339.370 to-339.400
ORS 418.746 to-418.751

ORS 419B.005 to-419B.045

~~HB 4016 (2012)~~

R6/06/13 | KS

Oregon School Boards Association
Selected Sample Policy

Code: JOB
Adopted:

Personally Identifiable Information**

Personally identifiable information includes, but is not limited to:

1. Student's name, if excluded from directory information, as requested by the student/parent in writing;

2. Name of the student's parent(s) or other family member;

3. Address of the student or student's family, if excluded from directory information, as requested by the student/parent in writing;

4. Personal identifier such as the student's social security number or student ID number or biometric record;

5. A list of personal characteristics that would make the student's identity easily traceable such as student's date of birth, place of birth and mother's maiden name;

6. Other information alone or in combination that would make the student's identity easily traceable;

7. Other information requested by a person who the district reasonably believes knows the identity of the student to whom the educational record relates.

Prior Consent to Release

Personally identifiable information will not be released without prior signed and dated consent of the parent, student 18 years of age or older or emancipated.

Notice of and/or request for release of personally identifiable information shall specify the records to be disclosed, the purpose of disclosure and the identification of person(s) to whom the disclosure is to be made. Upon request of the parent or eligible student, the district will provide a copy of the disclosed record.

Exceptions to Prior Consent

The district may disclose personally identifiable information without prior consent under the following conditions:

1. To personnel within the district who have legitimate educational interests;

2. To personnel of an education service district or state regional program where the student is enrolled or is receiving services;

3. To personnel of another school, another district, state regional program or institution of postsecondary education where the student seeks or intends to enroll;

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4. To authorized representatives [of the U.S. Comptroller General, U.S. Attorney General, U.S. Secretary of Education or state and local education authorities or the Oregon Secretary of State Audits Division] in connection with an audit or evaluation of federal or state-supported education programs or the enforcement of, or compliance with federal or state supported education programs or the enforcement of or compliance with federal or state regulations;

5. To personnel determining a financial aid request for the student;

6. To personnel conducting studies for or on behalf of the district;

7. To personnel in accrediting organizations fulfilling accrediting functions;

8. To comply with a judicial order or lawfully issued subpoena;

9. For health or safety emergency;

10. By request of a parent of a student who is not 18 years of age;

11. By request of a student who is 18 years of age or older or emancipated;

12. Because information has been identified as "directory information;"

13. To the courts when legal action is initiated;

14. To a court and state and local juvenile justice agencies.

15. A judicial order or lawfully issued subpoena when the parent is a party to a court proceeding involving child abuse and neglect or dependency matters;

16. To a caseworker or other representative of a state or local child welfare agency or tribal organization that are legally responsible for the care and protection of the student including educational stability of children in foster care.

END OF POLICY

Legal Reference(s):

ORS 30.864
ORS 107.154
ORS 326.565
ORS 326.575
ORS 336.187
OAR 581-015-2000
OAR 581-021-0220 to -0430
OAR 581-022-1660

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400 - 1427 (2006).
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2011).
Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2011).
Uninterrupted Scholars Act (USA) 2013 (P.L. 112-278, Jan 14, 2013) 20 U.S.C. § 1221

R6/06/13 | BH

Oregon School Boards Association
Selected Sample Policy

Code: AE
Adopted:

District Goals (Version 1)

The district shall maintain a coordinated [valid and reliable data-driven] K-12 program designed to improve student achievement, support students' academic growth beyond proficiency in the knowledge and skills of the student's current grade level, encourage their attainment of individual goals and successfully prepare students to function effectively in a rapidly changing world and for the futures they choose to pursue.

The district will work with staff, parents and community members [through 21st Century Schools Councils, local school committees and advisory committees] to develop district goals that support the physical and cognitive growth and development of students. Goals will be adopted by the Board consistent with the goals adopted by the State Board of Education. Goals will be reviewed at least annually and revised as needed. [Goals will utilize valid and reliable data for evaluating the success of curriculum, instruction, resource allocation and school improvement.]

END OF POLICY

Legal Reference(s):

ORS 174.100
ORS 192.630
ORS 329.025
ORS 329.485
ORS 332.107
ORS 659.850
ORS 659A.003
ORS 659A.006
ORS 659A.030
OAR 581-022-1020
OAR 581-022-1030
OAR 839-003-0000

HR9/29/11 | RS

9.2a

Corbett School District 39

Code: **GCD**
Adopted: 1/20/88
Readopted: 5/21/98
Orig. Code(s): GCD

Hiring of Licensed Staff

The superintendent shall process applications for teaching and principal vacancies. His/Her recommendations are then submitted to the Board for their consideration and action. The superintendent will include the applications of the finalists.

In accordance with the provisions of law, "No hiring or written contract of any teacher is valid unless a teacher, on or before the date employment is to begin, holds a valid teaching license."

Licensed personnel are responsible for providing the superintendent with a current copy of official transcripts. They shall be kept on file to be used in making reports and verifying placement on the salary schedule. The transcripts should be on file by September 30 the first year and each year thereafter when additional credits have been accrued.

END OF POLICY

Legal Reference(s):

ORS 332.505

9.3

August 20, 2013

TO: **Board Members, Superintendents, Key Staff**

FROM: **Barbara Jorgensen, MESD Superintendent**
Milt Dennison, CESD Superintendent

Re: **OSBA Fall Regional Dinner Meeting**
Monday, September 30, 2013
Embassy Suites Portland Airport – 7900 NE 82nd Ave

5:15 – 6:00 p.m.	**Registration**	**Banquet Foyer**
5:30 – 7:45 p.m.	**Oak/Spruce Room**	**No host social hour**
6:15 - 9:00 p.m.	**Oak/Spruce Room**	**Dinner will be served**

Multnomah and Clackamas ESDs invite you to the OSBA Fall Regional Dinner for School Board members, Superintendents and key staff.

Public education in Oregon is in the midst of its most significant reorganization in a generation. How can locally elected school board members stay in front of these changes? The Oregon School Boards Association invites you to learn about the most relevant changes to Oregon's education system and the challenges facing boards and districts across our state.

Fall regionals are a great opportunity to meet fellow board members in your region, exchange ideas and build support for local education initiatives. And we need your help as well. OSBA wants to engage our board members and school leaders in conversations that will help guide the advocacy work of the organization and address the service needs of our constituents:

In order to provide a guarantee to Embassy Suites, Multnomah County ESD component districts, please RSVP to Leslie (503-257-1504) or lnelson@mesd.k12.or.us **no later than Wednesday, September 25, 2013** as to your attendance and meal choice.

Clackamas ESD component districts please RSVP to Pam Bonner (503-675-4200) or pbonner@clackesd.k12.or.us.

Again, RSVP no later than September 25th.

C: Milt Dennison, Clackamas ESD Pam Bonner, Clackamas ESD

Superintendent *Barbara Jorgensen* **Chief Operating Officer** *JimRose*
Board of Directors *Francisco Acosta ■ Bernie Giusto ■ Gary Hollands ■ Nels Johnson ■ Doug Montgomery ■ Kevin Spellman ■ Erica Thatcher*
11611 NE Ainsworth Circle ■ Portland, Oregon 97220 ■ 503-255-1841 ■ Fax 503-257-1519 ■ www.mesd.k12.or.us

Multnomah Education Service District

A Regional Cooperative Opening Doors to Education

The dinner menu price is $34.00 (including gratuity) for the following choices:

In order to provide a guarantee to Embassy Suites, please RSVP **no later than Wednesday, September 25, 2013** as to your attendance and meal choice.

RSVP for MESD Component Districts: lnelson@mesd.k12.or.us or 503-257-1504
RSVP for CESD Component Districts: pbonner@clackesd.k12.or.us or 503-675-4200

Flat Iron Steak
10 oz. Grilled Seasoned Flat Iron Stead
accompanied by
Sautéed Onions and Mushrooms

Cod with Oregon Bay Shrimp
Seared Cod Filet with Oregon Bay Shrimp
Accompanied by
Fresh Basil Butter Sauce

Vegetarian - Wellington
Roasted Vegetables, Mozzarella, Parmesan Cheeses
Wrapped in a Savory Puff Pastry
Served on Top of a
Roasted Tomato Coulis

Accompaniments
Market Green Salad,
Seasonal Vegetables
Alameda Dinner Rolls and Butter
Chef's Choice of Starch (potatoes, rice, pasta)
Chef's Choice of Dessert
Starbucks Freshly Brewed Not Coffee