



Roseburg Public Schools
Roseburg, Oregon

Policy Committee

10:00 AM

January 17, 2020

X	Charles Lee, Chair	X	Jared P. Cordon, Superintendent
Exc	Micki Hall	X	Robert Freeman, Human Resources Director
X	Rebecca Larson		

Summary of the Policy Committee Meeting held on Friday, January 17, 2020 at 10:00 a.m.

Committee members present – Chairman Charles Lee and Director Rebecca Larson. Administrators present – Superintendent Cordon and Human Resources Director, Robert Freeman. Director Micki Hall was excused.

Call to Order: The meeting was called to order at 10:11 a.m.

Superintendent Cordon shared his desire to take these updates and develop processes across the district that will promote a system to monitor, evaluate and provide guidance, making these policies effective.

Mr. Freeman noted that Policy AC recommended changes are based on new statutes. The policy itself is straight forward.

Policy AC: Nondiscrimination

The team opted to move forward with the OSBA suggested policy with no revisions. Policy AC: Nondiscrimination will be presented to the School Board on the January 29th agenda for first reading.

Mr. Freeman noted that OSBA is suggesting a revision to Policy AC-AR.

Policy AC-AR: Non-Discrimination Reporting Procedure

The team discussed the importance of process and consistency in implementing these procedures by training staff to clarify concern versus complaint and be diligent to offer assistance with the Discrimination Complaint Form when it is needed.

The team reviewed this recommended policy administrative rule and made the following changes:

Page One

- Remove “Non” and “Reporting” from the policy title. Remove all remaining paragraphs of this page.

Page Two

- Step 1, First paragraph: Insert “The District is eager to investigate and resolve any concerns about improper discrimination. If you are concerned about possible harassment or improper discrimination, then please complete the discrimination complaint form, either in writing or orally, giving details to a principal or supervisor. All complaints using the district adopted Discrimination Complaint Form”. Remove “Complaints may be oral or in writing and”. ...must be filed with the principal...add “or supervisor”. Add “or supervisor” after principal in the two remaining sentences.
- Step 2, Where principal is used, add “or supervisor”; where principal’s is used, add “or supervisor’s”. Where superintendent [or designee] is used, change superintendent to “superintendent’s” and remove “or”.
- Add Step 3

Page Three

- Change Step 3 to “4”, First sentence: Remove “or designee”, “or designee’s” and change Step 2 to “3”. Third sentence: remove “the next regular or special Board meeting”.
- Remove all remaining paragraphs.

Page Four

- First sentence: change superintendent to “superintendent’s” and remove “or”.
- Second sentence: Change Step 3 to “4”.
- Third paragraph: Change Step 3 to “4” and change district counsel to “District’s legal counsel” in the first and second sentences. In the second sentence, following District’s legal counsel, remove “Board Vice Chair”.
- Sixth paragraph: Remove “through a board resolution” in the first sentence. Remove “may appeal” and “Board chair” in the second sentence.
- Remove “OR” and the final paragraph.

Page Five

- In the sentence following the complainant’s fill-in information, ...submitted to the principal, add “or supervisor”.

Policy JHFE: Reporting of Suspected Child Abuse:

With only 15 minutes remaining, Robert concluded that the team would resume with Policy JHFE at the next scheduled meeting.

ADJOURNMENT: The meeting was adjourned at 11:22 a.m. The next scheduled meeting for this committee will be Tuesday, February 25, 2020 at 10:00 a.m.

Prepared by:

Patty Boggs, Administrative Assistant