



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

BOARD OF DIRECTORS

REGULAR SESSION AGENDA

LOCATION: 120 N LARCH PL. YAMHILL OR 97148

Or VIA ZOOM <https://us06web.zoom.us/j/84122422468>

Thursday December 02, 2021

Regular Session: 6:00pm

AGENDA

- I. Flag Salute
- II. Call to Order Regular Session
- III. Individuals, Delegations, Recognitions, and Communications
 - A. YCES – Amanda Dallas – Verbal Report
 - B. YCIS – Matt Wiles & Chad Tollefson – Verbal Report
 - C. YCHS – Steve Cooper & Scott Henderson – Student Spotlight

Public Comment – The Board welcomes you to its monthly meeting. We ask that you complete an Intent to Speak Form by sending an email to the Board Secretary at vertnert@ycschools.org. The Board will receive public comments at this time but will defer issues to the appropriate administrator. During public comment, the Board listens but neither discusses, nor responds to questions and concerns. Speakers are limited to three minutes.

- IV. Review of Agenda (Action Item)
- V. Regular Session- Consent Agenda (Action Item)
 - A. Approval of Board of Directors minutes
 - 1. Work Session Minutes: 11/08/2021
 - 2. Regular session Minutes: 11/10/2021
 - 3. Work Session Minutes: 11/29/2021
 - B. Personnel
 - C. Enrollment
- VI. Announcements and Reports
 - A. Superintendent's Report – Clint Raever – Verbal Report
 - B. District Facilities Report- Todd Hendrickson – Verbal Report
 - C. Financials & List of Bills for November 2021 – Tami Zigler (Action Item)
- VII. New Business
 - A. 1st read of the updated Suspected Sexual Conduct with Students & Reporting Requirements – JHFF/GBNAA
 - B. 1st read of the updated Suspected Abuse of a Child Reporting Requirements – JHFE/GBNAB
 - C. 1st read of the updated Freedom of Expression - IB
 - D. 1st read of the updated Alternative Education Programs Policy – IGBHA
 - E. 1st read of the Student Conduct Policy - JFC
 - F. Adopt updated Graduation Requirement Policy – IKF (Action Item)
 - G. Adopt updated Non-Discrimination Policy – AC (Action Item)
 - H. Adopt updated Equal Employment Opportunity Policy – GBA (Action Item)
 - I. Adopt updated Work place Harassment Policy – GBEA (Action Item)
 - J. Adopt updated Bilingual Education Policy – IGBI (Action Item)
 - K. Adopt updated Assessment Program Policy – IL (Action Item)

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6983 at least 24 hours prior to the meeting.

L. Adopt updated Every Student Belongs Policy – ACB (Action Item)

M. Adopt Bias Incident Complaint Procedure- ACB-AR (Action Item)

VIII. Board of Directors Comments

IX. Adjournment

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6983 at least 24 hours prior to the meeting.



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

BOARD OF DIRECTORS

WORK SESSION MINUTES

LOCATION; YCSD BOARDROOM, 120 N LARCH PL, YAMHILL OR 97148

Or VIA ZOOM <https://us06web.zoom.us/j/86907409015>

Monday November 8, 2021

Regular Session: 6:00pm

Minutes

I. Call to Order Work Session

S. Fitzgerald called the meeting to order @ 6:00 pm.

II. Introduction of OSBA Trainer Vincent Adams

S. Fitzgerald introduced Vincent Adams from Oregon School Board Association.

III. Work Session

A. Research Review

- *Vincent went over the difference between low performing boards and high performing boards.*
- *6 Key things that are apart of good governance include:*
 - *Having Visions & Goals*
 - *Climate & Resources*
 - *Data & Monitoring*
 - *Cohesive teaming*
 - *Stakeholder & Community Engagement*
 - *Policy & Accountability*

B. Orientation To Strategic Planning

- *Vincent went over the difference between Formal Systems and Cultural systems:*
 - *Some Formal examples are: Process, Policies, Tools, Roles & Responsibilities*
 - *Some Cultural examples are: Beliefs, Customs, Behaviors, Values and Traditions.*

C. Visioning Part 1

- *What Does a Board Do? Some examples are:*
 - *Monitor Progress*
 - *Build Relationships*
 - *Ensure Accountability*
 - *Communication*
 - *doing what is best for students.*

- *Why is what a Board does, important? Some examples are:*
 - *Schools build a stronger community*
 - *Schools prepare children to be adaptable*
 - *Schools prepare children with critical thinking skills*
 - *Schools are the cornerstone of the community*

Adjournment

S. Fitzgerald adjourned the meeting @ 8:02pm



BOARD OF DIRECTORS REGULAR SESSION AGENDA

LOCATION; YCIS GYM, 310 E MAIN ST. YAMHILL OR 97148

Or VIA ZOOM <https://us06web.zoom.us/j/87877812735>

Wednesday November 10, 2021

Regular Session: 6:00pm

Minutes

I. Flag Salute

II. Call to Order Regular Session

S. Fitzgerald called the meeting to order @ 6:03 pm.

III. Individuals, Delegations, Recognitions, and Communications

A. Retiring Staff – Mark Braukman 20 years

S. Fitzgerald presented Mark Braukman with plaque for 20 years of custodial/Maintenance service.

B. YCIS – Matt Wiles & Chad Tollefson – Student Spot Light

-YCIS presented Stephanie Belt-Verhoef's theater class and gave a small skit of the upcoming play. Play starts November 12th and will run through the weekend with multiple performances.

- Matt also thanked Stephanie Belt-Verhoef for her hard work, dedication and time that was poured into this year's production.

- Matt also sent out a special thanks to Amy Brewer for stepping up and helping during the sub shortage.

C. YCES – Amanda Dallas –Verbal Report

-Amanda gave a huge thank you to the PTO for the awesome Costume parade and is looking forward to the Winter Wonderland that they are preparing for next.

-The PTO has also purchased a book for every student at YCES. They will all get to take a book home this year free of charge!

-The first main issues YCES is dealing with is the Sub shortage! Teachers and staff are stepping up to help make sure each class is covered.

-The second main issue is there was a pipe leak in a couple classes.

-Amanda sent out a special thank you to all of the staff and custodians that were involved in cleaning up the mess and moving the classrooms.

D. YCHS – Scott Henderson – Verbal Report

-Fall sports are done. Finished the year out strong with Volleyball, Girls Soccer and football making state playoffs. All lost in 1st round but a great accomplishment for YC!

-Shout out to Lugi Etta for making state in cross country as a freshman!

-Winter sports are off and running. Looking forward to seeing YC bring home some wins.

-League maybe changing next year. Scott plans on fighting to keep YC kids closer to home but it maybe an uphill battle.

Public Comment – The Board welcomes you to its monthly meeting. We ask that you complete an Intent to Speak Form by sending an email to the Board Secretary at vertnert@ycschools.org. The Board will receive public comments at this time but will defer issues to the appropriate administrator. During public comment, the Board listens but neither discusses, nor responds to questions and concerns. Speakers are limited to three minutes.

1 Community member put in for Public Comment:

Erica Stark:

Erica had many questions regarding policies, where to find them and how they are being upheld. Also curious on when the mask mandate would be dropped and if the CoVid vaccine would be required for students to attend YC.

IV. Review of Agenda (Action Item)

- S. Fitzgerald mentioned that the agenda needed to be revised due to the addition of Item N and Item O to the agenda. Also, the removing the 1st read of agenda items E, F, H, I, M & L.
- E. Galyean motioned to add agenda Item N and Item O to the agenda. Also, the removing the 1st read of agenda items E, F, H, I, M & L. K. Watson seconded. All in Favor. Motion carried.
- E. Galyean motioned to approve the agenda as revised. J. Dumdi seconded. All in Favor. Motion carried.

V. Regular Session- Consent Agenda (Action Item)

A. Approval of Board of Directors minutes

1. Regular session Minutes- October 14, 2021

B. Personnel

C. Enrollment

- J. Egland motioned to approve the consent agenda as presented. K. Watson seconded. All in Favor. Motion carried.

VI. Announcements and Reports

A. Superintendent's Report – Clint Raever – Verbal Report

- Oregon Promise doing a series on YC. Good PR for the district and has about 20 students involved.
- Division 22 report was submitted and accepted by ODE.
- Sub shortage still an issue across the state of Oregon. Staff giving up prep time to cover classes.
- YC School district will be closed November 12th due to the number of staff absences and sub shortage.
- Worked with ESS to hire 3 full time subs. Each school will have an onsite substitute to fill in where needed.
- Gave shout out to school admin and secretaries for all of their hard work surrounding Covid protocols and contact tracing.
- Met with Cosa via zoom but no answer on when the mask mandates will be returned to local decision and said there was some discussion revolving about making the vaccine mandatory for students by fall 2022 but no decisions have been made yet by the state.

B. District Facilities Report- Todd Hendrickson – Verbal Report

- Leak @ YCEs caused by rotten drain pipe. Gromley plumbing came out to fix the issue but believes there may be more within the school.
- Dome to be fully completed by November 15th but there was an issue with a leak caused by the contractor.
- Staff shortage is still an ongoing issue.
- Have bids out for work on exterior lighting around the HS. Many dark spots that make it hard to see at night.

C. Financials & List of Bills for October 2021 – Tami Zigler (Action Item)

- K. Watson motioned to approve the Financials & List of Bills for October 2021 as presented. J. Dumdi seconded. All in Favor. Motion carried.

VII. New Business

A. Approve Out of State Travel for Baseball team- March 2022 (Action Item)

- J. Egland motioned to approve the out of state travel for HS Baseball team to Arizona in March 2022.
- J. Dumdi seconded. All in Favor. Motion carried.

B. Adopt Naming of Facilities (Action Item)

- E. Galyean motioned to adopt the Naming of Facilities Policy. K. Watson Seconded. All in favor. Adoption carried.

C. 1st read of the updated Graduation Requirement Policy

D. 1st read of the updated Non-Discrimination Policy

- E. 1st read of the updated Discrimination Complaint Procedure
- F. 1st read of the updated Equal Employment Opportunity Policy
- G. 1st read of the updated Work place Harassment Policy
- H. 1st read of the updated Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Reporting Procedures- Staff
- I. 1st read of the updated Alternative Education Programs Policy
- J. 1st read of the updated Bilingual Education Policy
- K. 1st read of the updated Assessment Program Policy
- L. 1st read of the updated Equal Educational Opportunity Policy
- M. 1st read of the updated Student Conduct Policy
- N. 1st read of the updated Every Student Belongs Policy

-Raeveer explained each policy and that majority of the updates were change/updates in language.

VIII. Board of Directors Comments

IX. Adjournment

S. Fitzgerald adjourned the meeting @7:26 pm



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

BOARD OF DIRECTORS WORK SESSION MINUTES

LOCATION; YCSD BOARDROOM, 120 N LARCH PL, YAMHILL OR 97148

Or VIA ZOOM <https://us06web.zoom.us/j/89879117832>

Monday November 29, 2021

Regular Session: 6:00pm

Minutes

I. Call to Order Work Session

S. Fitzgerald called the meeting to order @ 6:00 pm.

II. Work Session

A. Reviewing and reacting to the draft vision, mission, and value statements from the Board work/training Session on 11/08/2021.

- Board members & Clint Raever collaborated and reviewed draft statements from 11/08/21 and worked with the OSBA consultant (Vincent Adams) to refine the language. Below is the current state of the board's work:

1. VISION:

- Our vision is that all students are prepared to positively contribute to their community and the world.

2. MISSION:

- Our mission is to champion the growth of the whole student with highly effective learning practices.

3. COMMITMENT:

- We educate passionately and with excellence, having high expectations for all students, inspiring curiosity and enthusiasm for life-long learning.

4. VALUES:

- **INTEGRITY:** We build relationships based on trust, respect, accountability, and transparency.
- **COMPASSION:** We lead by serving others with friendly, empathetic, and thoughtful hearts and minds.
- **RESILIENCY:** We are resourceful and innovative in navigating change and overcoming challenges.

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6983 at least 24 hours prior to the meeting.

B. Develop a calendar of strategic planning that goes beyond the three sessions of the transition plan.

- *Board members and Clint Raever committed to a consultant supported planning process that includes three Superintendent Transition Plan sessions (2 hours each) and an additional 5 facilitated sessions.*
- *Clint Raever will work with OSBA trainer, Vincent Adams to review and revise the service agreement and begin to set dates of the trainings.*

Adjournment

S. Fitzgerald adjourned the meeting @ 7:45pm

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6983 at least 24 hours prior to the meeting.

Yamhill Carlton School District Human Resources Board Report November 10, 2021



New Hires

Morgan Anderson, Title 1 Reading specialist

Logan Dorion, YCIS I.A

Leanna Smith, Nurse

Skyler Winkler, Custodial/Grounds/Maintenance

Doug Allen, 7th grade Language Arts Teacher

Resign/Retire/Term Employees

Kevin Aguiar, Custodial/ Maintenance/ Grounds

Currently Open Positions

Title 1 Instructional Assistant

Volunteer Assistant Coach

CoVid Case manager & Communication Specialist

Custodial/ Maintenance/ Grounds

Kindergarten Teacher

Part Time Alliance Academy Secretary

Instructional Assistants– Multiple positions

**District Enrollment Report
November 2021**

	Female	Male	X	Total	
Kindergarten	33	48		81	
1st Grade	44	39		83	
2nd Grade	46	56		102	
3rd Grade	37	35		72	
K-3rd Subtotal:	160	178	0	338	
4th Grade	44	42		86	
5th Grade	35	52		87	
6th Grade	36	44		80	
7th Grade	44	29		73	
8th Grade	40	38		78	
4th-8th Subtotal:	199	205	0	404	
9th Grade	40	42	2	84	
10th Grade	40	42	1	83	
11th Grade	30	36		66	
12th Grade	32	31		63	
Transition	0	0		0	
9th-12th Subtotal:	142	151	3	296	
District Total:		501	534	3	1038

District Enrollment for 2021-22 School Year

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YCES	265	269	271	0	0	0	0	0	0	0
YCIS	343	342	347	0	0	0	0	0	0	0
YCHS	284	283	285	0	0	0	0	0	0	0
Alliance	137	134	135	0	0	0	0	0	0	0
Total	1029	1028	1038	0	0	0	0	0	0	0

YCES Enrollment for 2021-22 School Year

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Kindergarten	62	62	63							
1st Grade	64	65	64							
2nd Grade	81	83	84							
3rd Grade	58	59	60							
21/22 Total	265	269	271	0	0	0	0	0	0	0
20/21 Total	231	229	230	228	225	221	225	223	223	223
19/20 Total	362	365	366	361	363	361	358	364	367	366
18/19 Total	336	337	337	337	332	332	330	332	332	331

YCIS Enrollment for 2021-22 School Year

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
4th Grade	67	65	65							
5th Grade	72	73	73							
6th Grade	70	71	72							
7th Grade	62	62	64							
8th Grade	72	71	73							
21/22 Total	343	342	347	0	0	0	0	0	0	0
20/21 Total	291	287	276	276	272	273	282	291	282	282
19/20 Total	308	312	311	313	307	303	303	307	307	307
18/19 Total	325	310	312	310	310	305	304	305	304	303

YCHS Enrollment for 2021-22 School Year

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
9th Grade	78	78	78							
10th Grade	76	77	78							
11th Grade	66	66	66							
12th Grade	64	62	63							
Transition	0	0	0							
21/22 Total	284	283	285	0	0	0	0	0	0	0
20/21 Total	290	290	292	290	290	290	291	291	276	291
19/20 Total	299	300	298	295	295	290	286	287	284	284
18/19 Total	277	277	279	281	278	281	279	274	275	261

Alliance Academy Enrollment 2021-22

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Kindergarten	18	18	18							
1st Grade	21	20	19							
2nd Grade	19	18	18							
3rd Grade	13	13	12							
4th Grade	21	21	21							
5th Grade	13	13	14							
6th Grade	9	8	8							
7th Grade	7	8	9							
8th Grade	4	4	5							
9th Grade	6	6	6							
10th Grade	6	5	5							
11th Grade	0	0								
12th Grade	0	0								
21/22 Total	137	134	135	0	0	0	0	0	0	0
20/21 Total	255	258	266	269	267	254	250	234	247	247
19/20 Total	91	91	91	92	89	90	88	88	88	88
18/19 Total	88	89	94	94	99	105	106	106	103	103

Mission

The Yamhill-Carlton School District champions the growth of its students. Our students recognize their individual strengths and talents, overcome their challenges, grow past proficiency, and succeed in their aspirations so each may contribute positively to a local and global society.



To: Board of Directors – Yamhill Carlton School District
Clint Raever, Superintendent
From: Tami Zigler, Business Manager
Date: December 2, 2021
Re: District Financial Report

SUMMARY

This General Fund summary excludes Beginning Fund Balance (5400-5499).

For the current period, total revenue was \$66,816 more than planned and total expenditures were \$255,876 less than planned. The combined result is a \$322,691 favorable surplus condition for the current year period.

REVENUES

TAXES: Taxes are \$27,509 over plan. This favorable condition represents 0.9% of the year-to-date plan amount of \$3,198,891. The current year variance amount is considered tolerable, and was primarily driven by an increase in 1112 PRIOR YEAR TAXES. For the current year period, Taxes increased 105.7% over the prior year period compared to an average decrease of 12.0% over the preceding 4 years.

TUITION, FEES, OTHER: Tuition, Fees, Other is \$47,795 over plan. This favorable condition represents 128.4% of the year-to-date plan amount of \$37,232. This variance amount is considered material, and was primarily driven by an increase in 1990 MISCELLANEOUS. For the current year period, Tuition, Fees, Other increased 232.3% over the prior year period compared to an average decrease of 27.5% over the preceding 4 years.

EARNINGS ON INVESTMENTS: Earnings on Investments are \$2,310 under plan. This unfavorable condition represents -32.8% of the year-to-date plan amount of \$7,053. This variance amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Earnings on Investments decreased 75.2% over the prior year period compared to an average increase of 27.9% over the preceding 4 years.

INTERMEDIATE REVENUE: Intermediate Revenue is on plan. The current year variance amount is considered trivial and meets expectations based on budget appropriations.

STATE UNRESTRICTED AID AND SSF: State Unrestricted Aid and SSF is \$23,451 under plan. This unfavorable condition represents -0.7% of the year-to-date plan amount of \$3,306,665. This variance amount is considered tolerable, and was primarily driven by a decrease in 3101 STATE SCHOOL FUND - GENERAL SUPPORT. For the current year period, State Unrestricted Aid and SSF decreased 6.4% over the prior year period compared to an average increase of 1.4% over the preceding 4 years.

INTERFUND TRANSFERS/LONG TERM DEBT/OTHER: Interfund Transfers/Long Term Debt/Other is \$17,273 over plan. The current year variance amount is considered material, and was primarily driven by an increase in 5300 SALE OF/COMPENSATION FOR LOSS OF FIXED ASSETS.

EXPENDITURES

SALARIES: Salaries are \$50,555 under plan. This favorable condition represents -3.2% of the year-to-date plan amount of \$1,594,661. This amount is considered tolerable, and was primarily driven by decreases in 0130 ADDITIONAL SALARY, 0112 CLASSIFIED SALARIES, and 0111 LICENSED SALARIES. For the current year period, Salaries increased 3.1% over the prior year period compared to an average increase of 1.4% over the preceding 4 years. The largest Salaries groups - 0111 LICENSED SALARIES, 0112 CLASSIFIED SALARIES, and 0113 ADMINISTRATORS, representing 85.0% of total Salaries, decreased by 0.7%.

ASSOCIATED PAYROLL COSTS: Associated Payroll Costs are \$83,140 under plan. This favorable condition represents -9.3% of the year-to-date plan amount of \$890,948. This amount is considered material, and was primarily driven by decreases in 0241 EMPLOYEES INSURANCE, and 0213 PERS UAL CONTRIBUTION. For the current year period, Associated Payroll Costs increased 2.4% over the prior year period compared to an average increase of 2.8% over the preceding 4 years.

PURCHASED SERVICES: Purchased Services are \$117,856 under plan. This favorable condition represents -17.3% of the year-to-date plan amount of \$681,617. This amount is considered material, and was primarily driven by decreases in 0310 INSTR, PROF & TECH SRVS, and 0311 SUBSTITUTE SERVICES. For the current year period, Purchased Services increased 15.2% over the prior year period compared to an average increase of 0% over the preceding 4 years. The largest Purchased Services groups - 0331 REIMBURSABLE STUDENT TRANSPORTATION, 0310 INSTR, PROF & TECH SRVS, 0359 OTHER COMMUNICATION SERVICES, 0325 ELECTRICITY, and 0322 REPAIRS & MAINTENANCE SERVICES, representing 74.1% of total Purchased Services, increased by 1.0%.

SUPPLIES: Supplies are \$61 over plan. This unfavorable condition represents 0% of the year-to-date plan amount of \$179,436. This variance amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Supplies decreased 12.9% over the prior year period compared to an average increase of 4.1% over the preceding 4 years. The largest Supplies groups - 0470 COMPUTER SOFTWARE, 0410 CONSUMABLE SUPPLIES & MATERIALS, and 0420 TEXTBOOKS, representing 90.8% of total Supplies, decreased by 0.2%.

CAPITAL OUTLAY: Capital Outlay is \$5,709 over plan. This unfavorable condition represents 8.2% of the year-to-date plan amount of \$69,667. The current year variance amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Capital Outlay increased 1407.5% over the prior year period.

OTHER OBJECTS: Other Objects are \$9,995 under plan. This favorable condition represents -4.4% of the year-to-date plan amount of \$229,200. This amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Other Objects increased 10.1% over the prior year period compared to an average increase of 6.7% over the preceding 4 years.

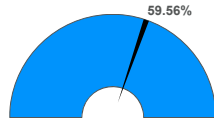
TRANSFERS: Transfers are \$100 under plan. This favorable condition represents 0% of the year-to-date plan amount of \$314,679. This variance amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Transfers increased 27.4% over the prior year period compared to an average increase of 19.4% over the preceding 4 years.

OTHER USES OF FUNDS: Other Uses of Funds are on plan. This variance amount is considered trivial and meets expectations based on budget appropriations.

100 GENERAL FUND Revenue Dashboard Summary

For the Period Ending November 30, 2021

Actual YTD Revenues



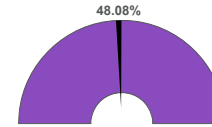
Projected YTD Revenues
58.96%

Actual YTD Local Sources



Projected YTD Local Sources
78.05%

Actual YTD State Sources



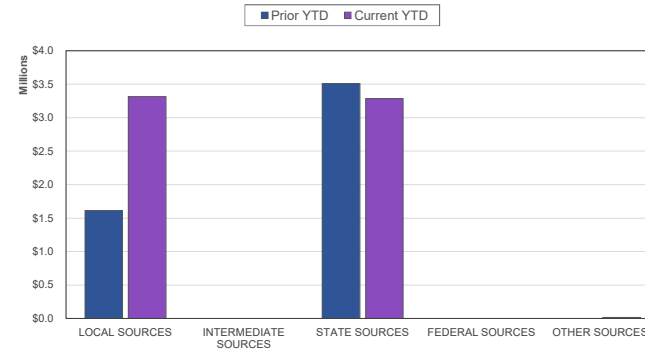
Projected YTD State Sources
48.42%

General Fund Revenues

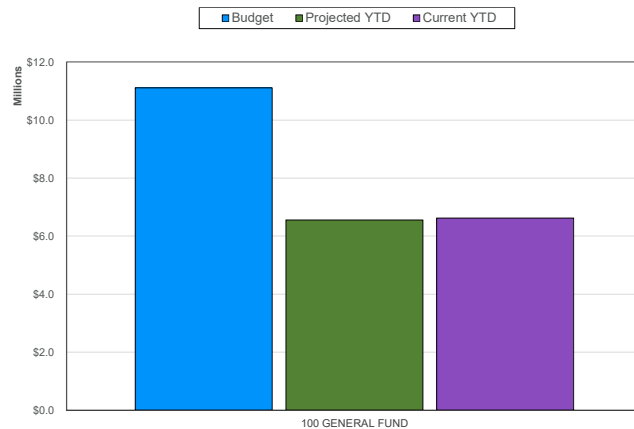
Top 10 GENERAL FUND Sources of Revenue (Year-to-Date)

State School Fund	\$3,283,214
Ad Valorem Taxes Levied By District	\$3,221,626
Resources - Beginning Fund Balance	\$1,899,600
Miscellaneous	\$68,510
Sale Of Or Compensation For Loss Of Fixed Assets	\$17,273
Fees	\$7,775
Fees Charged To Grants	\$5,932
Penalties And Interest On Taxes	\$4,774
Interest On Investments	\$4,743
Recovery Of Prior Years' Expenditure	\$1,829
Percent of Total Revenues Year-to-Date	99.99%

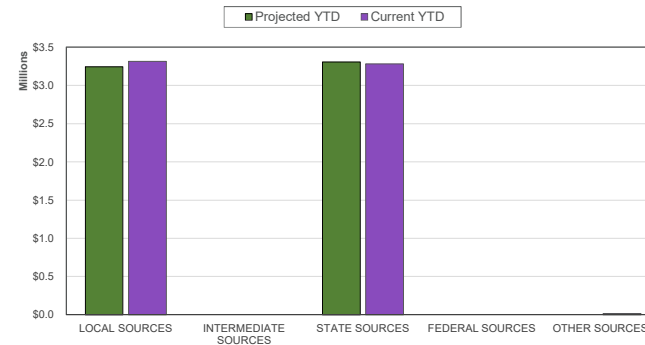
GENERAL FUND Revenue by Source | Prior YTD vs. Current YTD



Revenues by Fund | Budget / Projected YTD / Current YTD



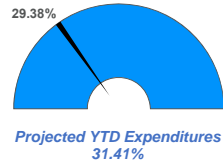
GENERAL FUND Revenue by Source | Projected YTD vs. Current YTD



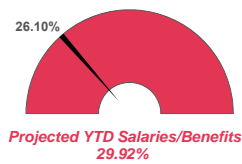
100 GENERAL FUND Expense Dashboard Summary

For the Period Ending November 30, 2021

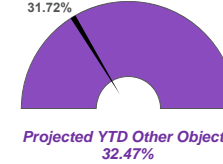
Actual YTD Expenditures



Actual YTD Salaries/Benefits



Actual YTD Other Objects

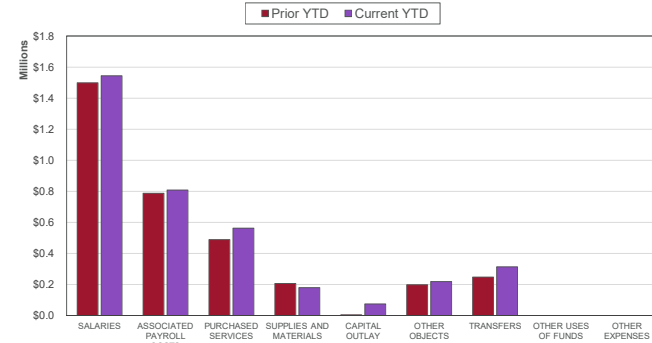


General Fund Expenditures

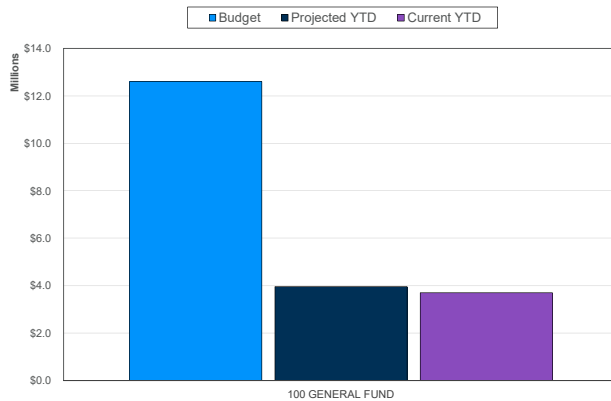
Top 10 GENERAL FUND Expenditures by Program (Year-to-Date)

Licensed Salaries	\$698,452
Employees Insurance	\$329,714
Classified Salaries	\$328,189
Administrators	\$286,242
Pers Ual Contribution	\$256,296
Reimbursable Student Transportation	\$193,479
Property Insurance Premiums	\$169,856
Transfer To Building Fund	\$121,000
Other Transfers	\$118,579
Fica/Medicare	\$114,730
Percent of Total Expenditures Year-to-Date	70.63%

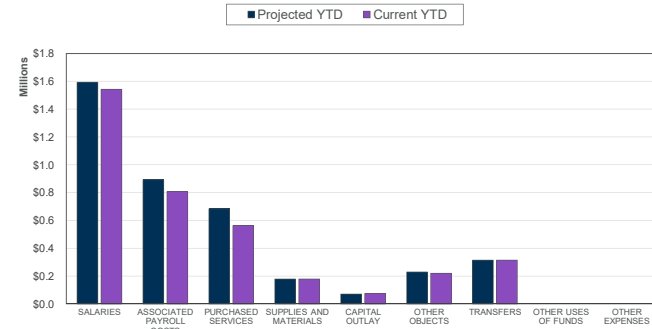
GENERAL FUND Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Projected YTD / Current YTD



GENERAL FUND Expenditures by Object | Projected YTD vs. Current YTD

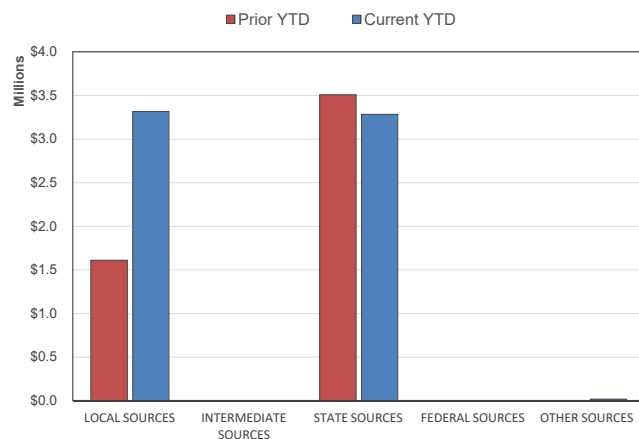


100 GENERAL FUND | Financial Summary by Object

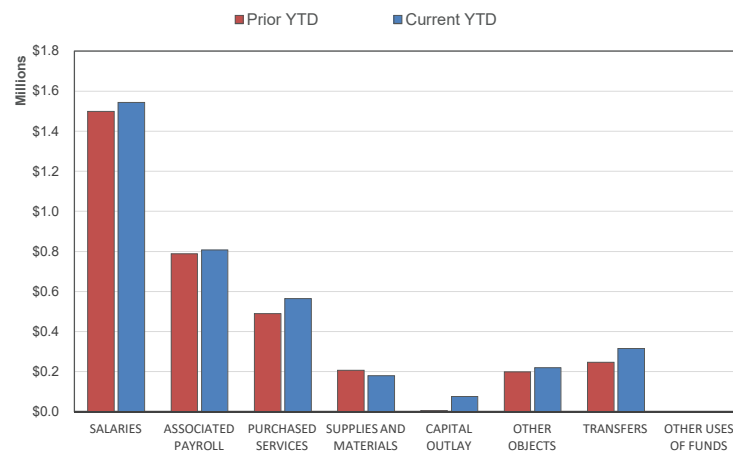
For the Period Ending November 30, 2021

	Prior YTD	Prior Year Actual	YTD % of PY Actual	Current YTD	Annual Budget	YTD % of Budget
Beginning Fund Balance	\$ 1,819,360	\$ 1,819,360		\$ 1,899,600	\$ 1,500,000	
REVENUES						
Local Sources	1,612,953	3,871,949	41.66%	3,316,170	4,155,050	79.81%
Intermediate Sources	-	128,364	0.00%	-	125,000	0.00%
State Sources	3,508,685	6,861,661	51.13%	3,283,214	6,828,811	48.08%
Federal Sources	-	-		-	-	
Other Sources	-	-		17,273	-	
TOTAL REVENUE	\$ 5,121,638	\$ 10,861,974	47.15%	\$ 6,616,657	\$ 11,108,861	59.56%
EXPENDITURES						
Salaries	\$ 1,498,143	\$ 5,338,433	28.06%	\$ 1,544,107	\$ 5,359,537	28.81%
Associated Payroll Costs	788,519	2,886,207	27.32%	807,808	3,105,454	26.01%
Purchased Services	489,273	1,645,667	29.73%	563,761	2,150,000	26.22%
Supplies and Materials	205,977	435,848	47.26%	179,497	356,546	50.34%
Capital Outlay	5,000	5,000	100.00%	75,375	67,000	112.50%
Other Objects	199,065	205,158	97.03%	219,205	235,645	93.02%
Transfers	246,926	246,926	100.00%	314,579	334,679	93.99%
Other Uses of Funds	-	-		-	1,000,000	0.00%
Other Expenses	-	-		-	-	
TOTAL EXPENDITURES	\$ 3,432,901	\$ 10,763,238	31.89%	\$ 3,704,331	\$ 12,608,861	29.38%
SURPLUS / (DEFICIT)	\$ 1,688,737	\$ 98,735		\$ 2,912,326	\$ (1,500,000)	
ENDING FUND BALANCE	\$ 3,508,097	\$ 1,918,096		\$ 4,811,925	\$ -	

Revenues by Source | Prior YTD vs. Current YTD



Expenditures by Object | Prior YTD vs. Current YTD

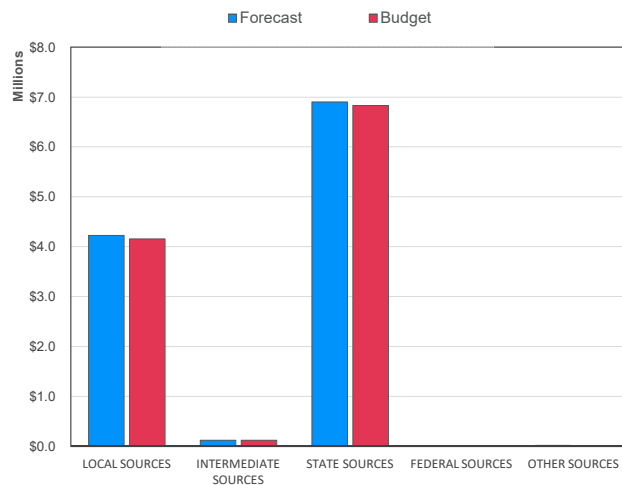


100 GENERAL FUND | Financial Projection by Object

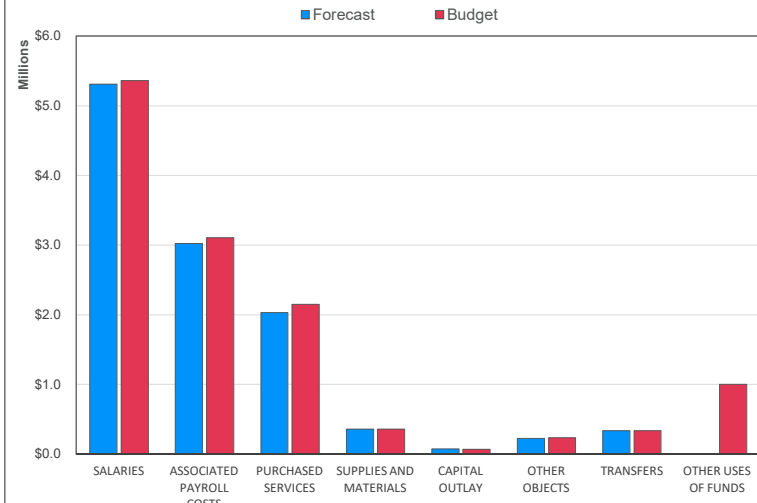
For the Period Ending November 30, 2021

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
Beginning Fund Balance	\$ 1,819,360	\$ 1,899,600	\$ -	\$ 1,899,600	\$ 1,500,000	\$ 399,600
REVENUES						
Local Sources	1,612,953	3,316,170	911,874	4,228,044	4,155,050	72,994
Intermediate Sources	-	-	125,000	125,000	125,000	-
State Sources	3,508,685	3,283,214	3,615,090	6,898,304	6,828,811	69,493
Federal Sources	-	-	-	-	-	-
Other Sources	-	17,273	-	17,273	-	17,273
TOTAL REVENUE	\$ 5,121,638	\$ 6,616,657	\$ 4,651,964	\$ 11,268,621	\$ 11,108,861	\$ 159,760
EXPENDITURES						
Salaries	\$ 1,498,143	\$ 1,544,107	\$ 3,764,876	\$ 5,308,982	\$ 5,359,537	\$ 50,555
Associated Payroll Costs	788,519	807,808	2,214,506	3,022,314	3,105,454	83,140
Purchased Services	489,273	563,761	1,468,383	2,032,144	2,150,000	117,856
Supplies and Materials	205,977	179,497	177,110	356,607	356,546	(61)
Capital Outlay	5,000	75,375	-	75,375	67,000	(8,375)
Other Objects	199,065	219,205	6,445	225,650	235,645	9,995
Transfers	246,926	314,579	20,000	334,579	334,679	100
Other Uses of Funds	-	-	-	-	1,000,000	1,000,000
Other Expenses	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 3,432,901	\$ 3,704,331	\$ 7,651,321	\$ 11,355,652	\$ 12,608,861	\$ 1,253,209
SURPLUS / (DEFICIT)	\$ 1,688,737	\$ 2,912,326	\$ (2,999,357)	\$ (87,031)	\$ (1,500,000)	
ENDING FUND BALANCE				\$ 1,812,568		

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget



Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 11/01/2021 To: 11/30/2021 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
0	ALISON CHEATHAM	\$606.48
0	AMANDA GREENE	\$270.18
0	AMAZON CAPITAL SERVICES	\$4,692.80
0	AMUZU, NICOLE M	\$76.16
59546	ANTHONY PAOLO	\$124.95
59518	AVEANNA HEALTHCARE	\$2,641.00
0	BLICK ART MATERIALS	\$684.36
59479	BLICK ART MATERIALS	\$0.00
59520	BRIGHTSIDE ELECTRIC AND	\$1,050.00
0	BRYAN LONG	\$194.93
59521	CARISSA COLLINS	\$500.00
0	CARNEGIE LEARNING INC	\$133.32
59522	CAROLINA BIOLOGICAL SUPPLY CO.	\$127.39
0	CHANDRA GUREL	\$274.84
59499	CITY OF CARLTON	\$1,961.85
59481	CITY OF YAMHILL	\$4,492.85
59523	CITY OF YAMHILL	\$2,500.00
59524	COLLEGE BOARD	\$408.00
59500	COMCAST NETWORK SERVICES	\$4,398.54
59482	CPM EDUCATIONAL PROGRAM	\$442.08
0	CRYSTAL SHULMIRE	\$42.89
0	DANNA JOHNSON	\$200.00
59501	DAVISON AUTO PARTS	\$55.66
59525	DECKER INC	\$553.21
0	ERIKA BARBER	\$845.36
0	ESS WEST LLC	\$15,890.23
59503	GARRETT, HEMANN, ROBERTSON	\$733.50

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 11/01/2021 To: 11/30/2021 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
0	GONNUSCIO, JENNIFER	\$181.16
59527	GORMLEY PLUMBING AND HEATING	\$543.00
0	HADASSAH SHEPARD	\$450.00
0	HEIDI WISMER	\$573.84
59547	HEILI HARRIS-BRANT	\$881.78
59528	HEINEMANN	\$259.60
59483	IRON MOUNTAIN INCORPORATED	\$266.11
59484	JACKRIS PUBLISHING LLC	\$263.25
0	JAYLYNN REA	\$62.00
0	JONATHAN GROVER	\$320.00
59548	JULIE BRANDAO	\$96.95
0	KATIE LEN WAI	\$351.99
0	KATIE PORRITT	\$182.30
0	KONE INC	\$1,077.32
0	LATISHA BARKER	\$124.95
59485	LEARNING WITHOUT TEARS	\$130.90
0	LINDSEY MOORE	\$145.34
59549	LOMELI, JASMINE	\$210.00
59486	LOWE'S COMPANIES INC.	\$515.94
59505	LOWE'S COMPANIES INC.	\$226.18
59529	LOWE'S COMPANIES INC.	\$67.76
59487	LYONS, CURTIS JAMES	\$1,575.00
59530	MAC GLASS	\$60.50
0	MAHON, BRIAN	\$500.00
59489	MCMINNVILLE GAS INC.	\$155.15
59531	MCMINNVILLE GAS INC.	\$161.75
0	MEGHAN PLIES	\$321.29

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 11/01/2021 To: 11/30/2021 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
0	MICHAEL ERWIN	\$255.00
0	MID COLUMBIA BUS CO., INC	\$71,992.72
0	MOLLY PANIDA	\$175.00
0	MONIQUE BICKLE	\$219.99
59550	MORGAN, LAURA R.	\$634.00
0	NICHOLAS TURNER	\$102.37
0	NORTHWEST REGIONAL ESD	\$1,098.16
59490	OASBO	\$150.00
59491	OFFICE DEPOT, INC	\$1,359.60
59532	OFFICE DEPOT, INC	\$5,438.40
59533	OREGON DEPARTMENT OF REVENUE	\$120.00
59492	OREGON FLAG AND POLE LLC	\$8,010.00
59506	OREGON GOVERNMENT ETHICS COMMISSION	\$768.35
59534	OSBA	\$1,300.00
59493	OSFMA	\$35.00
59494	OSPA	\$399.00
59507	PAC-VAN	\$114.40
0	PACIFIC OFFICE AUTOMATION	\$4,257.77
0	PACIFIC OFFICE AUTOMATION (LEASE)	\$1,595.08
59535	PAULY, ROGERS AND CO., P.C.	\$10,760.00
59536	PORTLAND GENERAL ELECTRIC	\$13,645.12
0	PROCARE THERAPY	\$1,089.00
0	QUILL CORPORATION	\$15.29
59508	RECOLOGY OREGON COMPOST, MCMINNVILLE	\$654.69
59537	RECOLOGY WESTERN OREGON GARBAGE	\$1,604.34
59495	SAFEGUARD FIRE EXTINGUISHER	\$558.40
0	SAIF CORPORATION	\$3,579.59

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 11/01/2021 To: 11/30/2021 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
59538	SALEM SOCCER REFEREES ASSOC.	\$2,834.00
0	SARA MORALES	\$198.00
0	SHAYNA BEATTY	\$239.97
0	SIERRA SPRINGS	\$41.91
0	SISTO, JOANN	\$95.76
59509	T AND E GENERAL STORE	\$20.95
0	TAD BECKWITH	\$102.76
0	TAMARA DERBYSHIRE	\$235.29
59510	THE HOME DEPOT PRO	\$1,196.23
59541	THE HOME DEPOT PRO	\$2,205.40
0	THERESA BREITHAAPT	\$970.75
59551	TIFFANY PISCITELLI	\$500.00
0	UMPQUA BANK-CC	\$2,037.64
59552	VALERIE BREWER	\$123.00
0	VERIZON WIRELESS	\$3,398.18
59542	WESTERN CHRISTIAN SCHOOL	\$200.00
59543	WESTSIDE CHRISTIAN HIGH SCHOOL	\$75.00
59544	WILCO	\$112.15
59545	ZIPLY FIBER	\$1,553.04
Total for 100 - GENERAL FUND		\$199,675.94
201 - TITLE IA		
0	ESS WEST LLC	\$761.76
59488	MARENEM INC	\$1,188.00
Total for 201 - TITLE IA		\$1,949.76
204 - TITLE IIA		
59480	BOWMAN CONSULTING GROUP LLC	\$6,263.44

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 11/01/2021 To: 11/30/2021 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
Total for 204 - TITLE IIA		\$6,263.44
212 - ESSER II FUNDS 2020-2023		
59540	TEACHERS SYNERGY LLC	\$3,700.00
59497	WILLAMETTE E.S.D.	\$6,153.76
Total for 212 - ESSER II FUNDS 2020-2023		\$9,853.76
213 - ESSER III FUNDS		
0	CURRICULUM ASSOCIATES LLC	\$45,570.68
59504	HIGH NOON BOOKS	\$835.07
Total for 213 - ESSER III FUNDS		\$46,405.75
230 - MISC GRANTS		
59512	YAMHILL CARLTON ELEMENTARY	\$225.00
Total for 230 - MISC GRANTS		\$225.00
233 - MEASURE 98		
0	UMPQUA BANK-CC	\$63.80
Total for 233 - MEASURE 98		\$63.80
250 - FOOD SERVICES		
0	AMAZON CAPITAL SERVICES	\$20.99
59519	BRIDGET NEAL	\$421.45
0	GOODY MAN DISTRIBUTING INC	\$842.36
0	SPRING VALLEY DAIRY INC	\$363.85
59496	SYSCO FOOD SERVICES	\$4,204.97
59539	SYSCO FOOD SERVICES	\$8,383.73
Total for 250 - FOOD SERVICES		\$14,237.35
266 - TUITION REIMBURSEMENT		
0	MARSTELLER, ASHLEIGH N	\$366.00
0	SUNDAY, ERIN	\$415.00

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 11/01/2021 To: 11/30/2021 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
Total for 266 - TUITION REIMBURSEMENT		\$781.00
280 - STUDENT BODY FUNDS		
0	AMAZON CAPITAL SERVICES	\$1,047.84
59502	FUTURE FARMERS OF AMERICA	\$1,620.00
59526	GOPHER SPORT	\$78.34
0	UMPQUA BANK-CC	\$249.00
59498	YAMHILL CARLTON HIGH SCHOOL	\$7,750.00
Total for 280 - STUDENT BODY FUNDS		\$10,745.18
300 - DEBT SERVICE FUNDS		
59511	US BANK ST PAUL	\$245,622.57
Total for 300 - DEBT SERVICE FUNDS		\$245,622.57
Grand Total:		\$535,823.55

End of Report

Yamhill-Carlton School District No. 1

Expenditure Summary Report

Fiscal Year: 2021-2022

Criteria:

From Date: 11/01/2021

To Date: 11/30/2021

Report Sort: Remit Name

UMPQUA BANK-CC				
Check#	FUND	FUNCTION	OBJECT	Amount
GENERAL FUND				
0	GENERAL FUND	BOARD OF EDUCATION SERVICES	CONSUMABLE SUPPLIES & MATERIALS	\$103.94
0	GENERAL FUND	EDUCATIONAL MEDIA SERVICES	CONSUMABLE SUPPLIES & MATERIALS	\$57.81
0	GENERAL FUND	FISCAL SERVICES	DUES AND FEES	\$349.00
0	GENERAL FUND	FISCAL SERVICES	POSTAGE	\$7.38
0	GENERAL FUND	HIGH SCHOOL PROGRAMS	COMPUTER SOFTWARE	\$31.16
0	GENERAL FUND	HIGH SCHOOL PROGRAMS	CONSUMABLE SUPPLIES & MATERIALS	\$182.45
0	GENERAL FUND	HIGH SCHOOL-EXTRACURRICULAR	CONSUMABLE SUPPLIES & MATERIALS	\$265.00
0	GENERAL FUND	HIGH SCHOOL-EXTRACURRICULAR	DUES AND FEES	\$79.50
0	GENERAL FUND	HIGH SCHOOL-EXTRACURRICULAR	INSTR, PROF & TECH SRVS	\$135.20
0	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	CONSUMABLE SUPPLIES & MATERIALS	\$177.00
0	GENERAL FUND	OPERATION & MAINTENANCE - PLANT SERVICES	CONSUMABLE SUPPLIES & MATERIALS	\$649.20
Total for GENERAL FUND				\$2,037.64
MEASURE 98				
0	MEASURE 98	HIGH SCHOOL PROGRAMS	CONSUMABLE SUPPLIES & MATERIALS	\$63.80
STUDENT BODY FUNDS				
0	STUDENT BODY FUNDS	UNDESIGNATED	ACCOUNTS RECEIVABLE	\$249.00
Total for UMPQUA BANK-CC				\$2,350.44
Grand Total:				\$2,350.44

Recap for FUND for remit name

100	GENERAL FUND	\$2,037.64
233	MEASURE 98	\$63.80
280	STUDENT BODY FUNDS	\$249.00

End of Report

Yamhill Carlton School District 1

Code: JHFF/GBNAA
Adopted: 4/09/20
Readopted: ____/____/____

Suspected Sexual Conduct with Students and Reporting Requirements *

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is prohibited and will not be tolerated. All district employees, contractors, agents, and volunteers are subject to this policy. Students are also subject to this policy if they are acting as an employee, contractor, agent or volunteer.

⁴“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

Any district employee, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that

¹ “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

² “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

³ “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

⁴ This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Director who shall report the suspected sexual conduct to the Board chair.

If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.

When a designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

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 person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;

2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 332.107

ORS 339.370 - 339.400

ORS 419B.005 - 419B.045

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

House Bill 2136 (2021).

Senate Bill 51 (2021).

Yamhill Carlton School District 1

Code: JHFE/GBNAB
Adopted: 10/09/06
Revised/Readopted: 4/14/08; 12/10/12; 4/09/20; ____/____/____

Reporting of Suspected Abuse of a Child Reporting Requirements**

Any district employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse¹ shall orally report or cause an oral report immediately by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to Oregon Revised Statute (ORS) 419B.010. Any district employee who has reasonable cause to believe that **any adult or student person**² with whom the employee is in contact has abused a child shall immediately report or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010. If known, the report shall contain the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

Abuse of a child by district employees, contractors³, agents⁴, volunteers⁵, or students is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative regulation.

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to the Oregon Department of Human Services (DHS) or its designee or the local law enforcement agency pursuant to ORS 419B.015, and to the designated licensed administrator.

¹ Includes the neglect of a child; abuse is defined in ORS 419B.005.

² "Person" could include adult, student or other child.

³ "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

⁴ "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

⁵ "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

The district will designate a licensed administrator and an alternate licensed administrator, in the event that the designated licensed administrator is the suspected abuser, for each school building to receive reports of suspected abuse of a child by district employees, contractors, agents, volunteers or students.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Director who shall also report to the Board chair.

The district will post the names and contact information of the designees for each school building, in the respective school, designated to receive reports of suspected abuse and the procedures in JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child the designee will follow upon receipt of a report, the contact information for local law enforcement and the local DHS office or its designee, and a statement that the this duty to report suspected abuse is in addition to the requirements of reporting to a designated licensed administrator.

When a designee receives a report of suspected abuse, the designee will follow procedure established by the district and set forth in administrative regulation JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child. All such reports of suspected abuse will be reported to a law enforcement agency or DHS, or its designee, for investigation, and the agency will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged abuser.

When there is reasonable cause to support the a report, a district employee suspected of abuse shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety. When there is reasonable cause to support the a report, a district contractor, agent or volunteer suspected of abuse shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify the person, as allowed by state and federal law, who was subjected to the suspected abuse about any actions taken by the district as a result of the report.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

The initiation of a report in good faith, pursuant to this policy, may not adversely affect any terms or conditions of employment or the work environment of the person initiating the report or who may have been subjected to abuse. If a student initiates a report of suspected abuse of a child by a district employee, contractor, agent, volunteer or student, in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer. Intentionally making a false report of abuse of a child is a Class A violation.

The district shall provide information and training each school year to district employees on the prevention and identification of abuse, the obligations of district employees under ORS 339.388 and ORS 419B.005 - 419B.050 and as directed by Board policy to report suspected abuse of a child, and appropriate electronic communications with students. The district shall make available each school year the training described above to contractors, agents, volunteers, and parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees. The district shall provide each school year information on the prevention and identification of

abuse, the obligations of district employees under Board policy to report abuse, and appropriate electronic communications with students to contractors, agents and volunteers. The district shall make available each school year training that is designed to prevent abuse to students attending district-operated schools.

The district shall provide to a district employee at the time of hire, or to a contractor, agent, or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute abuse;
2. A description of the investigatory process and possible consequences if a report of suspected abuse is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors, and agents when they attempt to obtain a new job, as provided under ORS 339.378.

Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The district shall make available to students, district employees, contractors, agents, and volunteers a policy of appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail, using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is prohibited.

The superintendent shall develop administrative regulations as are necessary to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

[ORS 339.370 - 339.400](#)
[ORS 418.257 - 418.259](#)

[ORS 419B.005 - 419B.050](#)

[OAR 581-022-2205](#)

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009), vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F.3d 1201 (9th Cir. 2011).
Senate Bill 51 (2021).

Yamhill Carlton School District 1

Code: IB
Adopted: 10/09/06
Readopted: 4/14/08; ___/___/___

Freedom of Expression

Students have a general right to freedom of expression within the school system. The district requires that students exercise their rights fairly, responsibly and in a manner not disruptive to other individuals or to the educational process.

Freedom of Student Inquiry and Expression

1. Generally, students and student organizations are free to examine and discuss questions of interest to them and to express opinions publicly and privately within the school system, provided such examination and expression is fair and responsible and is not disruptive to other individuals or to the educational process. Students may support or oppose causes by orderly means which do not disrupt other individuals or the operation of the school.
2. In the classroom, students are free to examine views offered in any course of study, provided such examination is expressed in a responsible manner.

Freedom of Association

Students are free to organize associations to promote their common interests. Student organizations should be open to all students. Membership criteria may not exclude students on the basis of age, race, religion, color, national origin, disability, marital status, familial status, parental status, linguistic background, culture, socioeconomic status, capability, geographic location, sex, or sexual orientation or gender identity. Each student organization must have a staff adviser to counsel and, when necessary, supervise students in the organization. All student organizations must submit to the school a statement of purpose, criteria for membership, rules and procedures and a current list of officers. School administrators may establish reasonable rules and regulations governing the activity of student organizations.

Publications K-8, Displays and Productions

On occasion, materials such as leaflets, newsletters, cartoons and other items including displays and productions are prepared, produced and/or distributed by students as part of the educational process and free expression in an academic community. Materials may be reviewed by the administrator or may be restricted or prohibited pursuant to legitimate educational concerns. Such concerns include:

1. The material is or may be defamatory;
2. The material is inappropriate based on the age, grade level and/or maturity of the audience;
3. The material is poorly written, inadequately researched, biased or prejudiced;

4. Whether there is an opportunity for a named individual or named individuals to make a response;
5. Whether specific individuals may be identified even though the material does not use or give names;
6. The material is or may be otherwise generally disruptive to the school environment. Such disruption may occur, e.g., if the material uses, advocates or condones the use of profane language or advocates or condones the commission of unlawful acts;
7. Students, parents and members of the public might reasonably perceive the materials to bear the sanction or approval of the district.

High School Student Journalists

Generally, high school student journalists have the right to exercise freedom of speech and of the press in school-sponsored media. "School-sponsored media" means materials that are prepared, substantially written, published or broadcast by student journalists; that are distributed or generally made available, either free of charge or for a fee, to members of the student body; and that are prepared under the direction of a student media adviser. School-sponsored media does not include media intended for distribution or transmission solely in the classrooms in which they are produced.

School-sponsored media prepared by student journalists are subject to reasonable time, place and manner restrictions, pursuant to state and federal law. School-sponsored media cannot contain material that:

1. Is libelous or slanderous;
2. Is obscene, pervasively indecent or vulgar;
3. Is factually inaccurate or does not meet journalistic standards established for school-sponsored media;
4. Constitutes an unwarranted invasion of privacy;
5. Violates federal or state law or regulation; or
6. So incites students as to create a clear and present danger of:
 - a. The commission of unlawful acts on or off school premises;
 - b. The violation of district or school policies; or
 - c. The material and substantial disruption of the orderly operation of the school. A school official will base a forecast of material and substantial disruption on specific facts, including past experience in the school and current events influencing student behavior, and not on undifferentiated fear or apprehension.

[Modifications or removal of items may be appealed in writing to the superintendent. The superintendent shall schedule a meeting within three school days of receiving the written appeal. Those present at the meeting shall include the individual(s) making the appeal, the individual(s) who made the decision to modify or remove materials and the superintendent. At the superintendent's discretion, the district's legal counsel may also attend the meeting. The superintendent shall make his/her decision within three school

days of the meeting. If the complainant is not satisfied with the decision of the superintendent, he/she the complainant may appeal to the Board under established district procedures.

END OF POLICY

Legal Reference(s):

[ORS 174](#).100

[ORS 332](#).072

[ORS 332](#).107

[ORS 336](#).477

[ORS 339](#).880

[ORS 339](#).885

[ORS 659](#).850

[OAR 581](#)-021-0050

[OAR 581](#)-021-0055

Equal Access Act, 20 U.S.C. §§ 4071-4074 (20122018).

Westside Cmty. Bd. of Educ. v. Mergens, 496 U.S. 226 (1990).

Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988).

U.S. CONST. amend. I; U.S. CONST. amend. XIV.

OR. CONST., art. I, § 8.

House Bill 3041 (2021).

Yamhill Carlton School District

Board Policy

Code: **IGBHA**
Adopted: 5/12/08
Revised: __/__/__

Alternative Education Programs

The Board is dedicated to providing educational options for all students. It is recognized there will be students in the district whose needs and interests are best served by participation in an alternative education program.

“Alternative education program” means a school or separate class group designed to best serve students’ educational needs and interests and assist students in achieving the academic standards of the school district and the state.

A list of alternative education programs will be approved by the Board annually. The superintendent may provide for the involvement of staff, parents or guardians and the community in recommending alternative education programs for Board approval, and in the development of related Board policy and an administrative regulation. Annual evaluation of alternative education programs will be made in accordance with Oregon Revised Statute (ORS) 336.655 and Oregon Administrative Rule (OAR) 581-022-2505. The superintendent will develop administrative regulations as necessary to evaluate the district’s alternative education programs.

Alternative education programs will consist of instruction or instruction combined with counseling. These programs may be public or private. A private alternative education program shall be registered with the Oregon Department of Education. Alternative education programs must meet all the requirements set forth in state law and rules, and federal law, as applicable. A qualified district may contract with a qualified private alternative education program to provide services to a qualified home-schooled child.

Students, after consultation with a parent or guardian, may be placed in an alternative education program if the district determines that the placement serves the student’s educational needs and interests, and assists the student in achieving district and state academic content standards. Such placement must have the approval of the student’s resident district and, as appropriate, the attending district. The district will also consider and propose alternative education programs for students prior to expulsion or leaving school as required by law.

The district shall pay the actual cost of an alternative education program or an amount equal to 80 percent of the district’s estimated current year’s average per-student net operating expenditure, whichever is less. When contracting with a private alternative education program, the district’s contract will meet the requirements of law.

END OF POLICY

Legal Reference(s):

[ORS 329.485](#)
[ORS 332.072](#)
[ORS 336.014](#)
[ORS 336.175](#)
[ORS 336.615 - 336.665](#)

[ORS 339.030](#)
[ORS 339.250](#)
[OAR 581-021-0045](#)
[OAR 581-021-0065](#)
[OAR 581-021-0070](#)

[OAR 581-021-0071](#)
[OAR 581-022-2320](#)
[OAR 581-022-2505](#)
[OAR 581-023-0006](#)
[OAR 581-023-000](#)

Yamhill Carlton School District 1

Code: JFC
Adopted: ____/____/____

Student Conduct** (Version 1)

The Board expects student conduct to contribute to a productive learning climate. Students shall comply with the district's written rules, pursue the prescribed course of study, submit to the lawful authority of district staff and conduct themselves in an orderly manner at school during the school day or during district-sponsored activities.

Careful attention shall be given to procedures and methods whereby fairness and consistency without bias in discipline shall be assured each student. The objectives of disciplining any student must be to help the student develop a positive attitude toward self-discipline, realize the responsibility of one's actions and to maintain a productive learning environment. All staff members have responsibility for consistency in establishing and maintaining an appropriate behavioral atmosphere.

A student handbook, code of conduct or other document shall be developed by district administration[, in cooperation with staff,] and will be made available and distributed to parents, students and employees outlining student conduct expectations and possible disciplinary actions, including consequences for disorderly conduct. In addition, each school in the district shall publish a student/parent handbook detailing additional rules specific to that school.

Students in violation of Board policy, administrative regulation and/or code of conduct provisions will be subject to discipline up to and including expulsion. Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school-sponsored events, while at other schools in the district and while off campus, whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of rights of others. Students may be denied participation in extracurricular activities. Titles and/or privileges available to or granted to students may also be denied and/or revoked (e.g., valedictorian, salutatorian, student body, class or club office positions, senior trip, prom, etc.). A referral to law enforcement may also be made.

Students are prohibited from making knowingly false statements or knowingly submitting false information in bad faith as part of a complaint or report, or associated with an investigation into misconduct.¹

The district will annually record and report expulsion data for conduct violations as required by the Oregon Department of Education.

END OF POLICY

¹ The district is prohibited from retaliating against any student "for the reason that the student has in good faith reported information that the student believes is evidence of a violation of a state or federal law, rule or regulation." ORS 659.852.

Legal Reference(s):

[ORS 339.240](#)
[ORS 339.250](#)

[ORS 659.850](#)

[OAR 581-021-0050 - 0075](#)

Nondiscrimination on the Bases of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Tinker v. Des Moines Sch. Dist., 393 U.S. 503 (1969).
Hazelwood Sch. District v. Kuhlmeier, 484 U.S. 260 (1988).
Bethel Sch. Dist. v. Fraser, 478 U.S. 675 (1986).
Shorb v. Grotting and Powers Sch. Dist., Case No. 00CV-0255 (Coos County Circuit Ct.) (2000).
Ferguson v. Phoenix Talent Sch. Dist. #4, 172 Or. App. 389 (2001).
Morse v. Frederick, 551 U.S. 393, 127 S. Ct. 2618 (2007).
C.R. v. Eugene S.D. 4J, No. 12-1042, U.S. District Court of OR (2013).

Yamhill Carlton School District 1

Code: IKF
Adopted:

Graduation Requirements** (Version 1)

The Board will establishes² graduation requirements for the awarding of a high school diploma, a modified diploma, an extended diploma and an alternative certificate which meet or exceed state requirements.

A student may satisfy graduation requirements in less than four years. The district will award a diploma to a student fulfilling graduation requirements in less than four years if consent is given by the student's parent or guardian or by the student if the student is 18 years of age or older or emancipated.

If the district requires diploma requirements beyond the state requirements, the district shall grant a waiver for those requirements to any student who, at any time from grade 9 to 12, was:

1. A foster child¹;
2. Homeless;
3. A runaway;
4. A child in a military family covered by the Interstate Compact on Educational Opportunity for Military Children;
5. A child of a migrant worker; or
6. Enrolled in the Youth Corrections Education Program or the Juvenile Detention Education Program.

For any student identified above, the district shall accept any credits earned by the student in another district or public charter school, applying those credits toward the state requirements for a diploma if the credits satisfied those requirements in that district or public charter school.

Diploma

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits² which include at least:

¹ As defined in ORS 30.297.

² If the district has additional credit or graduation requirements, the district is required to include those additional credits and graduation requirements in the following lists.

1. Three credits in mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits in English language arts (shall include the equivalent of one unit in written composition);
3. Three credits in science;
4. Three credits in social sciences (including history, civics³, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education;
7. Three credits in career and technical education, the arts or world languages (units shall be earned in any one or a combination), and
8. One credit in Advisory/Career Exploration.

Honors Diploma

In addition to the Standard Diploma, Yamhill Carlton High School offers an Honors Diploma. The Honors Diploma recognizes the student who pursues a more rigorous course load throughout their four years of high school. An honors diploma will be awarded to students in grades 9 through 12 who maintain a 3.5 cumulative GPA complete a minimum of 26 credits which include at least:

1. Four credits in mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits in English language arts (shall include the equivalent of one unit in written composition);
3. Four credits in science;
4. Three credits in social sciences (including history, civics⁴, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education;
7. Three credits in career and technical education, the arts or world languages (units shall be earned in any one or a combination); and

³ Civics becomes a half-credit requirement beginning on January 1, 2026 (Senate Bill 513, 2021).

⁴ Civics becomes a half-credit requirement beginning on January 1, 2026 (Senate Bill 513, 2021).

8. One credit in Advisory/Career Exploration.
9. Complete 3 of the specialty categories from the following list:

Mathematics	5 Credits including Calculus
Science	4 Credits – <i>If 3 Credits, must be Biology I and above, not CTE</i>
Spanish	4 Credits
Adv. Humanities	2 of the following; Adv. English, Adv. US History, Law & Politics, History Through Film or Veteran's Legacies. (<i>earning college credit not required</i>)
Fine and Performing Arts	4 Years of the same track (Theater, Music or Visual Arts)
CTE	4 credits

Distinguished Diploma

In addition to the Standard Diploma, Yamhill Carlton High School offers a Distinguished Diploma. The Distinguished Diploma recognizes the student who pursues a more rigorous course load than is required by the Honors Diploma throughout their four years of high school. A Distinguished diploma will be awarded to students in grades 9 through 12 who maintain a 3.5 cumulative GPA complete a minimum of 28 credits which include at least:

1. Four credits in mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits in English language arts (shall include the equivalent of one unit in written composition);
3. Four credits in science;
4. Three credits in social sciences (including history, civics⁵, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education;
7. Four credits in career and technical education, the arts or world languages (units shall be earned in any one or a combination); and
8. One credit in Advisory/Career Exploration.

⁵ Civics becomes a half-credit requirement beginning on January 1, 2026 (Senate Bill 513, 2021).

9. Complete 4 of the specialty categories from the following list:

Mathematics	5 Credits including Calculus
Science	4 Credits – <i>If 3 Credits, must be Biology I and above, not CTE</i>
Spanish	4 Credits
Adv. Humanities	2 of the following; Adv. English, Adv. US History, Law & Politics, History Through Film or Veteran's Legacies. (<i>earning college credit not required</i>)
Fine and Performing Arts	4 Years of the same track (Theater, Music or Visual Arts)
CTE	4 credits

The district shall offer students credit options provided the method for obtaining such credits is described in the student's personal education plan and the credit is earned by meeting requirements described in Oregon Administrative Rule (OAR) 581-022-2025.

To receive a diploma, in addition to credit requirements outlined in OAR 581-022-2000, a student must⁶:

1. Demonstrate proficiency in the Essential Skills of reading, writing, and applying mathematics in a variety of settings;
1. Develop an education plan and build an education profile;
2. Demonstrate extended application through a collection of evidence; and
3. Participate in career-related learning experiences.

Essential Skills

The district [will] [will not] allow English Language Learner (ELL) students to demonstrate proficiency in all required Essential Skills in the student's language of origin.

[⁷{ The district will develop procedures to provide assessment options as described in the *Test Administration Manual*, in the ELL student's language of origin, and will develop procedures to ensure that locally scored assessment options administered in an ELL student's language of origin are scored by a qualified rater.}]

⁶ The proficiency in Essential Skills requirement has been waived and is not a condition of receiving a high school diploma during the 2021-2022, 2022-2023 or 2023-2024 school year (Senate Bill 744, 2021).

⁷{ This paragraph is required if the district allows ELL students to demonstrate proficiency in Essential Skills in their language of origin.}

[Essential Skills Appeal]

The district will [establish an appeal process] [follow Board policy KL - Public Complaints] in the event of an appeal for the denial of a diploma based on the Essential Skills graduation requirement. The district will retain student work samples and student performance data to ensure that sufficient evidence is available in the event of an appeal.]

Modified Diploma

A modified diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic standards adopted by the State Board of Education for a diploma while receiving reasonable modifications and accommodations. A modified diploma may only be awarded to a student who meets the eligibility criteria below and other criteria, if applicable, outlined in OAR 581-022-2010(3):

1. Has a documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers; or
2. Has a documented history of a medical condition that creates a barrier to achievement.

Having met the above eligibility criteria, a modified diploma will be awarded to students who, while in grade nine through completion of high school, complete 24 credits which shall include:

1. Three credits in English language arts;
2. Two credits in mathematics;
3. Two credits in science;
4. Two credits in social sciences (which may include history, civics, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education;
7. One credit in career technical education, the arts or world languages (units may be earned in any one or a combination); and
8. One credit in Advisory/Career Exploration.

Students may earn additional credits to earn a modified diploma pursuant to OAR 581-022-2010.

In addition to credit requirements as outlined in OAR 581-022-2010, a student must:

1. Develop an education plan and build an education profile; and
2. Demonstrate extended application through a collection of evidence.

A student must also demonstrate proficiency in the Essential Skills with reasonable modifications and accommodations.

Districts may make modifications to the assessment for students who seek a modified diploma when the following conditions are met:

1. For a student on an individualized education program (IEP) or Section 504 plan, any modifications to work samples must be consistent with the requirements established in the IEP or 504 plan. Modifications include practices and procedures that compromise the intent of the assessment through a change in learning expectations, construct, or content that is to be measured, grade level standard, or measured outcome of the assessment. This means that IEP or 504 school teams responsible for approving modifications for a student's assessment may adjust the administration of the assessment and/or the assessment's achievement standard;
2. For a student not on an IEP or 504 plan, any modifications to work samples must have been provided to the student during their instruction in the content area to be assessed and in the year in which the student is being assessed, and modifications must be approved by the school team that is responsible for monitoring the student's progress toward the modified diploma.

Students not on an IEP or a Section 504 Plan may not receive a modified Smarter Balanced assessment.

A student's school team shall decide that a student should work toward a modified diploma no earlier than the end of grade six and no later than two years before the student's anticipated exit from high school. A student's school team may decide to revise a modified diploma decision.

A student's school team may decide that a student who was not previously working toward a modified diploma should work toward one when the student is less than two years from anticipated exit from high school if the documented history has changed.

Beginning in grade five or beginning after a documented history to qualify for a modified diploma, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of a modified diploma.

Extended Diploma

An extended diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards adopted by the State Board of Education for a diploma while receiving modifications and accommodations. To be eligible for an extended diploma, a student must:

1. While in grade nine through completion of high school, complete 12 credits, which may not include more than six credits in a self-contained special education classroom and will include:
 - a. Two credits in mathematics;
 - b. Two credits in English language arts;
 - c. Two credits in science;
 - d. Three credits in history, geography, economics or civics;
 - e. One credit in health;

- f. One credit in physical education; and
 - g. One credit in the arts or a world language.
2. Have a documented history of:
- a. An inability to maintain grade level achievement due to significant learning and instructional barriers;
 - b. A medical condition that creates a barrier to achievement; or
 - c. A change in the student's ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade eight.

Beginning in grade five or beginning after a documented history to qualify for an extended diploma, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of an extended diploma.

Alternative Certificates

Alternative certificates will be awarded to students who do not satisfy the requirements for a diploma, a modified diploma, or an extended diploma if the students meet minimum requirements established by the district.

Beginning in grade five or beginning after a documented history to qualify for an alternative certificate, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of an alternative certificate.

Other District Responsibilities

The district will ensure that students have onsite access to the appropriate resources to achieve a diploma, a modified diploma, an extended diploma, or an alternative certificate at each high school. The district will provide age-appropriate and developmentally appropriate literacy instruction to all students until graduation.

The district may not deny a student the opportunity to pursue a diploma with more stringent requirements than a modified diploma or an extended diploma for the sole reason the student has the documented history listed under the above modified diploma or extended diploma requirements.

The district may award a modified diploma or an extended diploma to a student only upon the written consent of a student who is emancipated or who has reached the age of 18 at the time the modified or extended diploma is awarded, or the student's parent or guardian. The district shall receive the written consent during the school year in which the modified diploma or the extended diploma is awarded.

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in either the later of 4 years after starting the ninth grade, or until the student reaches the age of 21 if the student is entitled to a public education until the age of 21 under state or federal law.

A student may satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in less than four years but not less than three years. To satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in less than four years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the district superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

A student who qualifies to receive or receives a modified diploma, an extended diploma, or an alternative certificate shall have the option of participating in a high school graduation ceremony with the student's class.

A student who receives a modified diploma, an extended diploma, or an alternative certificate shall have access to instructional hours, hours of transition services and hours of other services that are designed to meet the unique needs of the student and when added together provide a total number of hours of instruction and services that equals at least the total number of instructional hours that are required to be provided to students who are attending a public high school.

The district will award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an IEP completes high school, the district will give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a free appropriate public education (FAPE) until the age of 21, even if they have earned a modified diploma, an extended diploma, an alternative certificate or completion of a General Education Development document. The continuance of services for students with disabilities for a modified diploma, extended diploma or alternative certificate is contingent on the IEP team determining the student's continued eligibility and special education services are needed.

Students and their parents will be notified of graduation and diploma requirements.

[The district will review graduation requirements biennially in conjunction with the secondary school improvement plan. Graduation requirements may be revised to address student performance.]

The district may not deny a diploma to a student who has opted out of statewide assessments if the student is able to satisfy all other requirements for the diploma. Students who opt-out will need to meet the Essential Skills graduation requirement using another approved assessment option. Students may opt-out of the Smarter Balanced or alternate Oregon Extended Assessment by completing the Oregon Department of Education's Opt-out Form⁸ and submitting the form to the district.

The district will issue a high school diploma pursuant to Oregon law (ORS 332.114) to a veteran if the veteran resides within the boundaries of the district or is an Oregon resident and attended a high school of the district, or to a deceased veteran, upon request from a representative of the veteran, if the deceased

⁸ www.ode.state.or.us: Educator Resources > Student Assessment > Test Administration > Forms > 2018-2019 30-day notice and opt-out form Oregon Department of Education page for: 30-day notice and opt-out form

veteran resided within the boundaries of the district at the time of death or was an Oregon resident at the time of death and attended a high school of the district.

The district shall establish conduct and discipline consequences for student-initiated test impropriety. The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. “Student-initiated test impropriety” means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

END OF POLICY

Legal Reference(s):

[ORS 329.007](#)
[ORS 329.045](#)
[ORS 329.451](#)
[ORS 329.479](#)
[ORS 332.107](#)
[ORS 332.114](#)
[ORS 339.115](#)

[ORS 339.505](#)
[ORS 343.295](#)

[OAR 581-021-0009](#)
[OAR 581-022-2000](#)
[OAR 581-022-2005](#)
[OAR 581-022-2010](#)

[OAR 581-022-2015](#)
[OAR 581-022-2020](#)
[OAR 581-022-2025](#)
[OAR 581-022-2030](#)
[OAR 581-022-2115](#)
[OAR 581-022-2120](#)
[OAR 581-022-2505](#)

Test Administration Manual, published by the OREGON DEPARTMENT OF EDUCATION.
House Bill 2056 (2021).
Senate Bill 744 (2021).

Yamhill Carlton School District 1

Code: AC
Adopted: 10/9/2006
Revised: ____/____/____

Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race¹, color, religion, sex, sexual orientation², gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student assignment to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

The Board encourages staff to improve human relations within the schools, to respect all individuals and to establish channels through which patrons can communicate their concerns to the administration and the Board.

The superintendent shall appoint individuals at the district to contact on issues concerning the Americans with Disabilities Act of 1990 and Americans with Disabilities Act Amendments Act of 2008 (ADA), Section 504 of the Rehabilitation Act, Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments of 1972, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district's administrative office and available on the home page of the district's website.

The district prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising any rights guaranteed under state and federal law.

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

² "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated with the individual's sex at birth.

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 659A.003	ORS 659A.321
ORS 192.630	ORS 659A.006	ORS 659A.409
ORS 326.051(1)(e)	ORS 659A.009	OAR 581-002-0001 – 002-0005
ORS 408.230	ORS 659A.029	OAR 581-021-0045
ORS 659.805	ORS 659A.030	OAR 581-021-0046
ORS 659.815	ORS 659A.040	OAR 581-021-0047
ORS 659.850 - 659.860	ORS 659A.103 - 659A.145	OAR 581-022-2310
ORS 659.865	ORS 659A.230 - 659A.233	OAR 581-022-2370
ORS 659.870	ORS 659A.236	OAR 839-003
ORS 659A.001	ORS 659A.309	

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (20122018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (20122018); 29 C.F.R Part 1626 (20182019).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (20122018); 29 C.F.R. Part 1630 (20182019); 28 C.F.R. Part 35 (20182019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (20122018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (20122018); 34 C.F.R. Part 104 (20182019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (20122018);

Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (20182020).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (20122018); 28 C.F.R. §§ 42.101-42.106 (20182019).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (20122018); 29 C.F.R. § 1601 (20182019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (20122018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (20122018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (20122018); 29 C.F.R. Part 1635 (2019).

House Bill 2935 (2021).

House Bill 3041 (2021).

Yamhill Carlton School District 1

Code: GBA
Adopted: 10/9/2006
Revised: 5/8/2017, 4/9/2020, ___/___/___

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the district regardless of race¹, color, religion, sex, sexual orientation², gender identity, national origin, marital status, pregnancy, childbirth or a related medical condition³, age, veterans' status⁴, service in uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, and disability⁵ if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act of 1990, and the Americans with Disabilities Act Amendments Act of 2008 (ADA), and Section 504 of the Rehabilitation Act. The superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments of 1972. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be provided to all students and employees.

The superintendent will develop other specific recruiting, interviewing and evaluation procedures as are necessary to implement this policy.

END OF POLICY

Legal Reference(s):

¹ Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

² "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated within the individual's sex at birth.

³ This unlawful employment practice related to pregnancy, childbirth or a related medical condition as described in House Bill 2341 (2019) (added to ORS 659A) applies to employers who employ six or more persons.

⁴ The district grants a preference in hiring and promotion to veterans and disabled veterans. A veteran is eligible to use the preference any time when applying for a position at any time after discharge or release from service in the Armed Forces of the United States.

⁵ This unlawful employment practice related to disability as described in ORS 659A.112 applies to employers who employ six or more persons (ORS 659A.106).

[ORS 174](#).100
[ORS 243](#).317 – 243.323
[ORS 326](#).051
[ORS 332](#).505
[ORS 342](#).934
[ORS 408](#).225
[ORS 408](#).230
[ORS 408](#).235
[ORS 652](#).210 - 652.220
[ORS 659](#).850
[ORS 659](#).870
[ORS 659A](#).003
[ORS 659A](#).006
[ORS 659A](#).009

[ORS 659A](#).029
[ORS 659A](#).030
[ORS 659A](#).040
[ORS 659A](#).082
[ORS 659A](#).109
[ORS 659A](#).112
[ORS 659A](#).147
[ORS 659A](#).233
[ORS 659A](#).236
[ORS 659A](#).309
[ORS 659A](#).321
[ORS 659A](#).409
[ORS 659A](#).820
[OAR 581](#)-021-0045

[OAR 581](#)-022-2405
[OAR 839](#)-003-0000
[OAR 839](#)-006-0435
[OAR 839](#)-006-0440
[OAR 839](#)-006-0450
[OAR 839](#)-006-0455
[OAR 839](#)-006-0440
[OAR 839](#)-006-0450
[OAR 839](#)-006-0455
[OAR 839](#)-006-0460
[OAR 839](#)-006-0465

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (20122018).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (20122018).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2018); 29 C.F.R Part 1626 (2019).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (20122018).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (20122018); 34 C.F.R. Part 104 (2019).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (20192020).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (20122018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (20122018).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (20122018).
Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303 (2018).

House Bill 2935 (2021)
House Bill 3041 (2021)

Yamhill Carlton School District 1

Code: GBEA
Adopted: 4/9/2020
Revised: ____/____/____

Workplace Harassment *

Workplace harassment is prohibited and shall not be tolerated. This includes workplace harassment that occurs between district employees or between a district employee and the district in the workplace or at a work-related event that is off district premises and coordinated by or through the district, or between a district and a district employee off district premises. Elected school board members, volunteers and interns are subject to this policy.

Any district employee who believes they have been a victim of workplace harassment may file a report with the district employee designated in the administrative regulation GBEA-AR - Workplace Harassment Reporting and Procedure, may file a report through the Bureau of Labor and Industries' (BOLI) complaint resolution process or under any other available law. The reporting of such information is voluntary. The district employee making the report is advised to document any incidents of workplace harassment.

“Workplace harassment” means conduct that constitutes discrimination prohibited by Oregon Revised Statute (ORS) 659A.030 (discrimination in employment based on race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, age, or expunged juvenile record), including conduct that constitutes sexual assault¹ or that constitutes conduct prohibited by ORS 659A.082 (discrimination against person in uniformed service) or 659A.112 (discrimination in employment based on disability).

The district, upon receipt of a report from a district employee who believes they are a victim of workplace harassment, shall provide information about legal resources and counseling and support services, including any available employee assistance services. The district employee receiving the report, whether a supervisor of the employer or the district employee designated to receive reports, is advised to document any incidents of workplace harassment, and shall provide a copy of this policy and accompanying administrative regulation to the victim upon their disclosure about alleged workplace harassment.

All incidents of behavior that may violate this policy shall be promptly investigated.

Any person who reports workplace harassment has the right to be protected from retaliation.

¹ “Sexual assault” means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat or intimidation.

The district may not require or coerce a district employee to enter into a nondisclosure² or nondisparagement³ agreement.

The district may not enter into an agreement with an employee or prospective employee, as a condition of employment, continued employment, promotion, compensation, or the receipt of benefits, that contains a nondisclosure provision, a nondisparagement provision or any other provision that has the purpose or effect of preventing the employee from disclosing or discussing workplace harassment that occurred between district employees or between a district employee and the district, in the workplace or at a work-related event that is off district premises and coordinated by or through the district, or between a district employee and employer off district premises.

The district may enter into a settlement agreement, separation or severance agreement that includes one or more of the following provisions only when a district employee claiming to be aggrieved by workplace harassment requests to enter into the agreement: 1) a nondisclosure or nondisparagement provision; 2) a provision that prevents disclosure of factual information relating to the claim of workplace harassment; or 3) a no-rehire provision that prohibits the employee from seeking reemployment with the district as a term or condition of the agreement. The agreement must provide the district employee at least seven days after signing the agreement to revoke it.

If the district determines in good faith that an employee has engaged in workplace harassment, the district may enter into a settlement, separation or severance agreement that includes one or more of the provisions described in the previous paragraph.

It is the intent of the Board that appropriate corrective action will be taken by the district to stop workplace harassment, prevent its recurrence and address negative consequences. Staff members in violation of this policy shall be subject to discipline, up to and including dismissal and/or additional workplace harassment awareness training, as appropriate. Other individuals (e.g., board members, witnesses, and volunteers) 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 the Board.

The district shall make this policy available to all district employees and shall be made a part of district orientation materials provided and copied to new district employees at the time of hire.

The superintendent will establish a process of reporting incidents of workplace harassment and the prompt investigation.

END OF POLICY

Legal Reference(s):

² A “nondisclosure” agreement or provision prevents either party from disclosing the contents of or circumstances surrounding the agreement.

³ A “nondisparagement” agreement or provision prevents either party from making disparaging statements about the other party.

[ORS 243.317 - 243.323](#)
[ORS 659A.001](#)
[ORS 659A.003](#)
[ORS 659A.006](#)
[ORS 659A.029](#)

[ORS 659A.030](#)
[ORS 659A.082](#)
[ORS 659A.112](#)
[ORS 659A.820](#)
[ORS 659A.875](#)

[ORS 659A.885](#)
[OAR 584-020-0040](#)
[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (20122018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (20122018).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (20192020).

Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).

House Bill 3041 (2021)

Bilingual Education

Bilingual Education**

Students whose primary language is a language other than English will be provided appropriate assistance until they are able to use English in a manner that allows effective, relevant participation in regular classroom instruction and other educational activities.

Parents who are not able to use English in a manner that allows effective, relevant participation in educational planning for their student will be provided with relevant written, verbal or signed communication in a language they can understand.

END OF POLICY

Legal Reference(s):

[ORS 336.074](#)

[ORS 336.079](#)

[OAR 581-021-0046](#)

[OAR 581-022-2310](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (20122018).

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6801-7014 (20122018).

Yamhill Carlton School District 1

Code: IL
Adopted: 10/09/06
Revised: 12/10/12; 4/11/16; ___/___/___

Assessment Program**

The district's assessment program shall be designed for the purpose of determining district and school program improvement and individual student needs including the requirements of the Oregon Administrative Rules. Each year the district shall determine each student's progress toward achieving federal, state and local achievement requirements.

Assessments shall be used to measure the academic content standards and Essential Skills and to identify students who meet or exceed the performance standards and Essential Skills adopted by the State Board of Education.

Accordingly, the district shall maintain the following assessment program:

1. Criterion-referenced assessments, including performance-based assessments, content-based assessments and other valid methods as may be required by state and federal requirements;
2. Assessment of Essential Skills;
3. Individual diagnostic and ability evaluations in all grades when students have been referred and parental permission obtained;
4. Assessments by individual teachers;
5. Optional Other schoolwide and grade level wide assessments, as recommended by the superintendent and as approved by the Board.

It is the intent of the Board that progress be measured in a manner that clearly enables the student and parents to know whether the student is making progress toward meeting or exceeding academic content standards and Essential Skills. District, school and individual results shall be reported to the Board, parents and the community, as prescribed by law.

The district shall make additional services or alternative educational or public school options available to any student who has not met or has exceeded all of the state-required academic content standards. Additionally, students in schools receiving Title I moneys that have been identified by the Oregon Department of Education (ODE), will be provided supplemental services and public school options as required by law.

The district shall not discriminate in the methods, practices and materials used for assessment, evaluating and counseling students on the basis of race, color, national origin, religion, sex, sexual orientation, gender identity, age, disability or marital status. Discrimination complaints shall be processed in accordance with established procedures.

Staff will receive in-service education in the use of designated assessments and interpretation of assessment results.

A parent on behalf of their student or an adult student may annually opt-out of taking a statewide summative assessment by completing and submitting ODE's opt-out form¹ to the school. The district shall provide supervised study time for students who are excused from participating in the assessment. A student may be excused from the Oregon Statewide Assessment Program for disability or religious reasons. Parents and adult students will be provided the required notices² and access to forms by the district that include a time frame in which statewide assessments will take place, and an adult student's or parent's right to request an exemption from taking the statewide summative assessments.

A student may opt-out of the Smarter Balanced and/or alternate Oregon Extended Assessments in English language arts and mathematics as provided in state law. The district shall provide the required notice and necessary forms to the student. The district shall provide supervised study time for students who are excused from participating in the assessment. A student may be excused from the Oregon Statewide Assessment Program for disability or religious reasons. Parents and adult students will be provided the required notices³ that include a time frame in which statewide assessments will take place, and an adult student's or parent's right to request an exemption from taking the statewide summative assessments.

The district shall establish conduct and discipline consequences for student-initiated test impropriety. The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. "Student-initiated test impropriety" means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

The superintendent shall ensure a periodic review and evaluation of the district's assessment program is conducted.

END OF POLICY

Legal Reference(s):

¹ Oregon Department of Education page for: [30-day notice and opt-out form](#)

² Districts are required to provide notice twice each year: once at the beginning of the year and second time at least 30 days prior to the administration of the test.

³ Districts are required to provide notice twice each year: once at the beginning of the year; and second time at least 30 days prior to the administration of the test.

[ORS 40.245](#)
[ORS 326.565](#)
[ORS 326.575](#)
[ORS 329.479](#)
[ORS 329.485](#)
[ORS 336.187](#)
[ORS 659.850](#)

[ORS 659.870](#)
[OAR 581-021-0009](#)
[OAR 581-021-0030](#)
[OAR 581-022-1910](#)
[OAR 581-022-2030](#)
[OAR 581-022-2060](#)
[OAR 581-022-2100](#)

[OAR 581-022-2110](#)
[OAR 581-022-2115](#)
[OAR 581-022-2250](#)
[OAR 581-022-2270](#)
[OAR 581-022-2310](#)
House Bill 3041 (2021)
Senate Bill 602 (2021)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (20122018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (20172021).
Protection of Pupil Rights, 20 U.S.C. § 1232h (20122018); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (20172021).
Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (20122018).
Every Student Succeeds Act, 20 U.S.C. §§ 6311-6322 (20122018).

Yamhill Carton School District 1

Code: **ACB**
Adopted: 12/10/20
Revised: _____

Every Student Belongs

All students are entitled to a high quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All employees are entitled to work in an environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All visitors are entitled to participate in a school or educational environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

“Bias incident” means a person’s hostile expression of animus toward another person, relating to the other person’s perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior.

“Symbol of hate” means nooses¹, symbols of neo-Nazi ideology or the battle flag of the Confederacy.

The district prohibits the use or display of any symbols of hate on school property² or in an education program³ except where used in teaching curriculum that is aligned with state standards of education for public schools.

In responding to the use of any symbols of hate or bias incidents, the district will use non-disciplinary remedial action whenever appropriate.

The district prohibits retaliation against an individual because that individual has in good faith reported information that the individual believes is evidence of a violation of a state or federal law, rule or regulation.

Nothing in this policy is intended to interfere with the lawful use of district facilities pursuant to a lease or license.

The district will use administrative regulation ACB-AR - Bias Incident Complaint Procedure to process reports or complaints of bias incidents.

END OF POLICY

¹ [The display of a noose on public property with the intent to intimidate may be a Class A Misdemeanor under Senate Bill 398 (2021).]

² “School property” means any property under the control of the district.

³ “Education program” includes any program, service, school or activity sponsored by the district.

Legal Reference(s):

ORS 659.850

ORS 659.852

OAR 581-002-0005

OAR 581-022-2312

OAR 581-022-2370

House Bill 2697 (2021)

House Bill 3041 (2021)

Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).

Dariano v. Morgan Hill Unified Sch. Dist., 767 F.3d 764 (9th Cir. 2014).

State v. Robertson, 293 Or. 402 (1982).

Yamhill Carlton School District 1

Code: ACB-AR

Adopted:

Bias Incident Complaint Procedure

The terms “bias incident” and “symbols of hate” are defined in policy. Persons impacted by a bias incident or display of a symbol of hate shall be defined broadly to include persons directly targeted by an act, as well as the community of students as a whole who are likely to be impacted by the act.¹

Step 1: When a staff member learns of a potential bias incident or display of a symbol of hate, the staff member will prioritize the safety and well-being of all persons impacted and promptly report the incident to the building or program administrator.

Step 2: The administrator or designee shall acknowledge receipt of the complaint, reduce the complaint to writing, and investigate any complaint of a bias incident. Responding staff will recognize the experience of all persons impacted, acknowledge the impact, commit to taking immediate action, and commit to preventing further harm against those persons impacted from taking place. Educational components and redirection procedures, if any, will:

- Address the history and impact of bias and hate;
- Advance the safety and healing of those impacted by bias and hate;
- Promote accountability and transformation for people who cause harm; and
- Promote transformation of the conditions that perpetuated the harm.

The administrator or designee must consider whether the behavior implicates other district policies or civil rights laws, and if so, respond accordingly².

The administrator or designee will determine responsibility within 10 days of receiving the complaint.

All persons impacted by the act will be provided with information³ relating to the investigation and outcome of the investigation, including:

- Notice that an investigation has been initiated;
- Notice when an investigation has been completed;
- Findings of the investigation and the final determination based on those findings;
- Actions taken to remedy a person’s behavior and prevent reoccurrence; and

¹ The term “complainant” in this administrative regulation includes persons filing formal complaints and persons reporting bias incidents, regardless of whether the complainant is a victim. Similarly, the term “complaint” includes any report, information or complaint.

² The nature of the behavior or act must determine the process used to respond; what rights and protections are available to the person(s) impacted by the behavior or act; and an individual’s right to appeal to the Oregon Department of Education or the U.S. Department of Education.

³ For additional information regarding required notices, see OAR 581-022-2312(4)(e)(E).

- When applicable, the legal citation of any law prohibiting disclosure of any information described above, and an explanation of how that law applies to the current situation.

Step 3: If complainant or a respondent wishes to appeal the decision of the administrator or designee, the complainant or respondent may submit a written appeal to the superintendent within five school days after receipt of the administrator or designee's response to the complaint.

The superintendent shall acknowledge receipt of the appeal and may meet with all parties involved. The superintendent will review the merits of the complaint and the administrator or designee's decision. The superintendent will respond in writing to the complainant within 10 school days.

The superintendent will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 3, as appropriate.

Step 4: If the complainant or respondent is not satisfied with the decision of the superintendent, a written appeal may be filed with the Board within five school days of receipt of the superintendent's response to Step 3. The Board may decide to hear or deny the request for appeal at a Board meeting. The Board may use an executive session if the subject matter qualifies under Oregon law. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative at a Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing within 10 days of this meeting.

The Board will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 4, as appropriate.

Complaints can be filed with or communicated directly to the administrator or designee, in which case Step 1 will be skipped. Complaints against the administrator can be directed to the superintendent or designee and will begin at Step 3. Complaints against the superintendent or a Board member(s) can be directed to the Board and will begin at Step 4. If complaints begin later than Step 1, the individuals reviewing the complaint will ensure that all requirements are met.

The complainant, if a person who resides in the district, or a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint, may appeal⁴ the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

Complaints may also be filed directly with the U.S. Department of Education Office for Civil Rights.⁵

Building administrators will develop and implement instructional materials to ensure that all school employees, staff and students are made aware of the policy, this administrative regulation and related

⁴ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

⁵ Complaints must meet criteria as established by law. For more information, visit <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>

practices. The materials will include reporting procedures, educational processes, and possible consequences.

When necessary, timelines may be adjusted by the district by communicating to all parties in writing. This communication must include a new timeline and an explanation of why the timeline must be adjusted.