



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

Or VIA ZOOM <https://us06web.zoom.us/j/89756606894>

Thursday, February 10, 2022

Regular Session: 6:00pm

AGENDA

- I. Flag Salute
- II. Call to Order Regular Session
- III. Individuals, Delegations, Recognitions, and Communications

- A. ELL Program Report
- B. YCES – Amanda Dallas – Student Spotlight
- C. YCIS – Matt Wiles & Chad Tollefson – Verbal Report
- D. YCHS – Steve Cooper & Scott Henderson – Verbal Report

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. Regular session Minutes: 1/13/2022
 - 2. Work Session Minutes: 1/31/2022
- B. Personnel
- C. Enrollment
- D. Donations

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 December 2021 – Tami Zigler (Action Item)

VII. New Business

- A. Leave Request – Jeremy Clements (Action Item)
- B. National School Counseling Proclamation (Action Item)
- C. Notice of Intent to Award Contract – YCHS Seismic Strengthening (Action Item)
- D. 1st read of the updated Equal Educational Opportunity Policy – JB
- E. 1st read of the updated Weapons in School – JFCJ
- F. 1st read of the updated Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating, Violence & Domestic – Student – JFCF

VIII. Board of Directors Comments

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 503-852-6980 at least 24 hours prior to the meeting.

IX. Adjournment

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

Or VIA ZOOM <https://us06web.zoom.us/j/89756606894>

Thursday January 13, 2022

Regular Session: 6:00pm

Minutes

I. Flag Salute

II. Call to Order Regular Session

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

III. Individuals, Delegations, Recognitions, and Communications

A. Alliance Academy Spotlight:

- *Kristy Introduced the Alliance Academy Team. Kristy Koopman, Nicole Amuzu & Joann Sisto talked about the many benefits of the Alliance academy.*
- *The team explained what the program offers from Flexibility, course choice, Chromebooks, reimbursements, fieldtrips and weekly art classes.*
- *Karen Parr and Gina Zahn are parents of students enrolled in A.A. They are thankful for the staff at A.A. They are friendly, encouraging and always helpful. Their children are thriving now and they know it is from Alliance Academy.*

B. Board Appreciation

C. YCES – Amanda Dallas –Verbal Report

Amanda stated that the last couple weeks have been bumpy due to staff shortages but a huge shout out to her amazing staff for stepping up and getting creative.

- *Amanda sent a letter home to parents looking for volunteer to help cover the shortages that YCES is facing.*
- *Planning and preparing for the walk a thon that is now names Tiger Dash.*

YCIS – Matt Wiles & Chad Tollefson – Verbal Report

- *Matt gave a shout out to Brad Post for being masterful at making relationships with kids. Brad is a huge asset to YC.*
- *Matt informed the board that enrollment is looking good and YCIS is currently at 350 students.*
- *S. Fitzgerald request I-Ready & Dibbles report for February or March Board meeting.*

D. YCHS – Steve Cooper & Scott Henderson – Verbal Report

- *Steve gave a shout out to all of the secretaries. They have been working extra hard to stay on top of the staff shortages, Covid tracking and testing!*
- *End of Semester January 1st. Senior projects start February 1st.*
- *Shout out to Clint Raever for all his support and Barbie Wood & George Koopman for all of their hard work on keeping the school clean and sanitized.*
- *Scott informed the board that All YC sports will be moving to the coastal league next year.*
- *Big Win for Varsity Girls Basketball team. They Beat Dayton 39-31.*
- *YC has been lucky to stay open as many other schools/ sports have had to cancel or close down.*
- *Wrestling is in Redmond for a tournament. Keeping their heads up and looking to bring home a win.*

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IV. Review of Agenda (Action Item)

E. Galyean motioned to approve the agenda as presented. K. Watson seconded. All in favor, motion carried.

V. Regular Session- Consent Agenda (Action Item)

A. Approval of Board of Directors minutes

- 1. Regular session Minutes: 12/02/2021**
- 2. Work Session Minutes: 12/28/2021**

B. Personnel

C. Enrollment

E. Galyean motioned to approve the Consent agenda as presented. J. Dumdi seconded. All in favor, motion carried.

VI. Announcements and Reports

A. Report on Audit ending June 30 2021 – Pauly Rogers & Company PC. (Action Item)

https://www.ycsd.k12.or.us/departments/finance_office/audits

J. Egland moved to accept the Report on Audit ending June 30 2021 as presented. E. Galyean seconded. All in favor, motion carried.

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

- *Clint wanted to personally thank the board members for all of their support during these trying times.*
- *Clint went over new Covid guidelines and what they mean for YC.*
- *Quarantine days went from 7 days to 5 days.*
- *Clint explained the term "Fully Vaccinated" has a new term. The new term is up to date. Up to date. Up to date is vaccinated in a 6-month window (2 months for John & Johnson Vaccine) Or have the booster shot.*
- *Test to stay proving to be a useful tool in keeping kids in school but running out of test quickly.*
- *Yamhill County will now allow us to accept test to be taken at home.*
- *Midco Bus company is having staff shortages due to Covid. Currently 3 drivers down. They are reaching out to neighboring schools to see if we can get drivers from their districts.*

C. District Facilities Report- Todd Hendrickson – Verbal Report

- *Flag Pole has been replaced but maintenance is waiting on the harness to be able to raise the new flag.*
- *Todd is preparing a list of things needing to be done around YC schools and plans on working on them over spring and summer break.*
- *Todd is aware of the need for more lighting but due to financial restrictions, YC will need to budget it the cost during next years budget planning.*

D. SPED Program Report – John Horne

- *John Horne and Brad Post explained the many categories under Special Ed.*
- *There are 3 programs at each school. LRC, Life Skills and Behavior Skills.*
- *15% - District wide is on an IEP.*

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E. Financials & List of Bills for December 2021 – Tami Zigler (Action Item)

J. Egland moved to accept the Financials & List of Bills for December 2021 as presented. K. Watson seconded. All in favor, motion carried.

- Tami reviewed the funding and plans for the following grants: SIA, High School Success, ESSER, ESSA and Title I.

VII. New Business

A. Approve YCHS Softball team for out of State travel to California (Action Item)

K. Watson moved to approve the out of state travel to California for the YCHS softball team. J. Dumdi Seconded. All in Favor. Motion carried.

B. Approve YCHS Rocketry Club for out of State Travel to Huntsville, Alabama

K. Watson moved to approve the out of state travel to Huntsville, Alabama for the YCHS Rocketry team. J. Dumdi Seconded. All in Favor. Motion carried.

C. Leave Request – Emma Bennett (Action Item)

E. Galyean moved to approve the Leave Request for Emma Bennett. K. Watson Seconded. All in Favor. Motion carried.

D. Budget Calendar

J. Egland moved to approve the Budget Calendar. E. Galyean Seconded. All in Favor. Motion carried.

E. Approve John Donehoo & Kristy Edwards to be appointed to the Budget Committee for the term expiring June 30, 2024 (Action Item)

K. Watson moved to approve John Donehoo & Kristy Edwards to be appointed to the Budget Committee for the term expiring June 30, 2024 J. Dumdi seconded. All in favor, motion carried.

F. Student Investment Account (SIA) Plan Update (Possible Action Item)

K. Watson moved to approve the Student Investment Account (SIA) Plan Update as presented. J. Dumdi seconded. All in favor, motion carried.

G. Resolution 2022-06 – Change in Appropriations (Action Item)

K. Watson moved to approve Resolution 2022-06 - Change of Appropriation as presented. J. Dumdi seconded. All in favor, motion carried.

H. Adopt updated Suspected Sexual Conduct with Students & Reporting Requirements – JHFF/GBNAA

I. Adopt updated Suspected Abuse of a Child Reporting Requirements – JHFE/GBNAB

J. Adopt updated Freedom of Expression Policy – IB

K. Adopt updated Alternative Education Programs Policy – IGBHA

L. Adopt Student Conduct Policy – JFC

E. Galyean moved to Adopt New business items H, I, J, K, & L as presented. J. Egland seconded. All in favor, motion carried.

M. Board of Directors Comments

N. Adjournment

S. Fitzgerald adjourned the meeting @ 8:20 pm.

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BOARD OF DIRECTORS

WORK SESSION

LOCATION: YCSD BOARDROOM, 120 N LARCH PL. YAMHILL OR 97148
and VIA ZOOM <https://us06web.zoom.us/j/81262317043>

Monday, January 31, 2022

Work Session: 6:00pm

Minutes

I. Call to Order Work Session

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

II. Budget Training Session

- *Tami Zigler reviewed the following components of the budget:*
 - o *Revenue Sources and Calculations*
 - o *Expenditure Breakdown by Function / Objects*
 - o *Budget Layout*
 - o *Budget Process*

Adjournment

S. Fitzgerald adjourned the meeting @ 7:15 pm.

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Yamhill Carlton School District
Human Resources
Board Report
February 10, 2022



New Hires

Jayne Hawley, Elementary School Secretary

Resign/Retire/Term Employees

Quinn Takashima, YCHS Varsity Head Volleyball Coach only

Candy Fetch, HS Lead Secretary

Currently Open Positions

Custodial/ Maintenance/ Grounds

Lead Cook— Yamhill Campus

YCIS SPED LRC Teacher

Temporary 1st grade teacher

6th grade teacher—Math Specialist

YCHS Varsity Head Soccer Coach.

**District Enrollment Report
January 2022**

	Female	Male	X	Total
Kindergarten	33	45		78
1st Grade	44	40		84
2nd Grade	50	54		104
3rd Grade	36	33		69
K-3rd Subtotal:	163	172	0	335
4th Grade	43	42		85
5th Grade	36	52		88
6th Grade	38	44		82
7th Grade	44	29		73
8th Grade	41	37		78
4th-8th Subtotal:	202	204	0	406
9th Grade	38	40	2	80
10th Grade	43	40	2	85
11th Grade	28	36		64
12th Grade	31	28		59
Transition	0	0		0
9th-12th Subtotal:	140	144	4	288
District Total:	505	520	4	1029

District Enrollment for 2021-22 School Year

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YCES	265	269	271	264	273	0	0	0	0	0
YCIS	343	342	347	349	351	0	0	0	0	0
YCHS	284	283	285	285	278	0	0	0	0	0
Alliance	137	134	135	134	127	0	0	0	0	0
Total	1029	1028	1038	1032	1029	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	60	60					
1st Grade	64	65	64	63	67					
2nd Grade	81	83	84	84	86					
3rd Grade	58	59	60	56	60					
21/22 Total	265	269	271	263	273	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	65	66					
5th Grade	72	73	73	73	74					
6th Grade	70	71	72	73	74					
7th Grade	62	62	64	64	64					
8th Grade	72	71	73	74	73					
21/22 Total	343	342	347	349	351	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	78	75					
10th Grade	76	77	78	79	80					
11th Grade	66	66	66	66	64					
12th Grade	64	62	63	62	59					
Transition	0	0	0	0	0					
21/22 Total	284	283	285	285	278	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	18	18					
1st Grade	21	20	19	19	17					
2nd Grade	19	18	18	18	18					
3rd Grade	13	13	12	12	9					
4th Grade	21	21	21	20	19					
5th Grade	13	13	14	14	14					
6th Grade	9	8	8	8	8					
7th Grade	7	8	9	9	9					
8th Grade	4	4	5	5	5					
9th Grade	6	6	6	5	5					
10th Grade	6	5	5	6	5					
11th Grade	0	0	0	0	0					
12th Grade	0	0	0	0	0					
21/22 Total	137	134	135	134	127	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

February 2022 Donations

2/1/2022: Kahler Farms - \$90.00 for YCHS Trap Shooting Club

2/1/2022: Alan & Kelly Sitton - \$440.00 for YCHS Trap Shooting Club

2/1/2022: Blue Line Electric - \$440.00 for YCHS Trap Shooting Club

2/1/2022: Josh & Casey Ward- \$510.00 for YCHS Trap Shooting Club

2/2/2022: Brad & Maggie Davis - \$120.00 for YCHS Trap Shooting Club

2/2/2022: Marion Ag Services – 350lbs of Tara Green PRG Grass Seed

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: February 10, 2022
Re: District Financial Report

SUMMARY

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

For the current period, total revenue was \$30,199 less than planned and total expenditures were \$421,585 less than planned. The combined result is a \$391,385 favorable surplus condition for the current year period.

REVENUES

TAXES: Taxes are \$95,582 under plan. This unfavorable condition represents -2.7% of the year-to-date plan amount of \$3,585,402. This variance amount is considered tolerable, and was primarily driven by a decrease in 1111 CURRENT YEAR TAXES. For the current year period, Taxes increased 4.7% over the prior year period compared to an average increase of 5.4% over the preceding 4 years.

TUITION, FEES, OTHER: Taxes are \$72,430 under plan. This unfavorable condition represents -2.0% of the year-to-date plan amount of \$3,635,009. This amount is considered tolerable, and was primarily driven by a decrease in 1111 CURRENT YEAR TAXES. For the current year period, Taxes increased 5.2% over the prior year period compared to an average increase of 5.4% over the preceding 4 years.

EARNINGS ON INVESTMENTS: Earnings on Investments are \$3,270 under plan. This unfavorable condition represents -24.7% of the year-to-date plan amount of \$13,257. The current year variance amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Earnings on Investments decreased 64.5% over the prior year period compared to an average increase of 16.5% over the preceding 4 years.

INTERMEDIATE REVENUE: Intermediate Revenue is \$9,629 over plan. This favorable condition represents 30.8% of the year-to-date plan amount of \$31,250. This variance amount is considered trivial and meets expectations based on budget appropriations. For

the current year period, Intermediate Revenue increased 30.8% over the prior year period compared to an average decrease of 13.8% over the preceding 4 years.

STATE UNRESTRICTED AID AND SSF: State Unrestricted Aid and SSF is \$17,932 under plan. This unfavorable condition represents -0.4% of the year-to-date plan amount of \$4,482,309. The current year 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 4.6% over the prior year period compared to an average increase of 1.0% over the preceding 4 years.

INTERFUND TRANSFERS/LONG TERM DEBT/OTHER: Interfund Transfers/Long Term Debt/Other is \$17,273 over plan. This 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 \$95,971 under plan. This favorable condition represents -3.9% of the year-to-date plan amount of \$2,492,493. This amount is considered tolerable, and was primarily driven by decreases in 0112 CLASSIFIED SALARIES, and 0111 LICENSED SALARIES. For the current year period, Salaries increased 0.6% over the prior year period compared to an average increase of 1.8% over the preceding 4 years. The largest Salaries groups - 0111 LICENSED SALARIES, 0112 CLASSIFIED SALARIES, and 0113 ADMINISTRATORS, representing 85.5% of total Salaries, decreased by 2.5%.

ASSOCIATED PAYROLL COSTS: Associated Payroll Costs are \$153,156 under plan. This favorable condition represents -10.9% of the year-to-date plan amount of \$1,410,587. The current year variance 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 decreased 1.3% over the prior year period compared to an average increase of 3.5% over the preceding 4 years. The largest Associated Payroll Costs groups - 0241 EMPLOYEES INSURANCE, 0213 PERS UAL CONTRIBUTION, and 0220 FICA/MEDICARE, representing 87.1% of total Associated Payroll Costs, increased by 0.2%.

PURCHASED SERVICES: Purchased Services are \$149,250 under plan. This favorable condition represents -13.4% of the year-to-date plan amount of \$1,116,362. This amount is considered material, and was primarily driven by decreases in 0331 REIMBURSABLE STUDENT TRANSPORTATION, 0310 INSTR, PROF & TECH SRVS, and 0389 OTHER NON-INSTR PROF & TECH SRVS. This decrease was partially offset by an increase in 0326 FUEL. For the current year period, Purchased Services increased 27.7% over the prior year period compared to an average decrease of 1.3% over the preceding 4 years.

SUPPLIES: Supplies are \$23,155 under plan. This favorable condition represents -10.3% of the year-to-date plan amount of \$225,395. The current year variance amount is considered material, and was primarily driven by a decrease in 0460 NON-CONSUMABLE ITEMS. This decrease was partially offset by an increase in 0420 TEXTBOOKS. For the current year period, Supplies decreased 33.1% over the prior year period compared to an average increase of 11.4% over the preceding 4 years.

CAPITAL OUTLAY: Capital Outlay is \$10,459 over plan. This unfavorable condition represents 15.0% of the year-to-date plan amount of \$69,667. This amount is considered material, and was primarily driven by increases in 0530 IMPROVEMENTS OTHER THAN BUILDINGS, and 0542 REPLACEMENT EQUIPMENT PURCHASES. For the current year period, Capital Outlay increased 1502.5% over the prior year period.

OTHER OBJECTS: Other Objects are \$10,410 under plan. This favorable condition represents -4.5% of the year-to-date plan amount of \$232,223. This amount is considered tolerable, and was primarily driven by decreases in 0653 PROPERTY INSURANCE PREMIUMS, and 0640 DUES AND FEES. For the current year period, Other Objects increased 11.0% over the prior year period compared to an average decrease of 0.6% over the preceding 4 years.

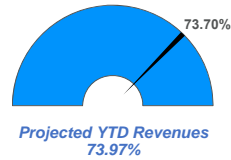
TRANSFERS: Transfers are \$100 under plan. This favorable condition represents 0% of the year-to-date plan amount of \$314,679. This variance amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Transfers increased 27.4% over the prior year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

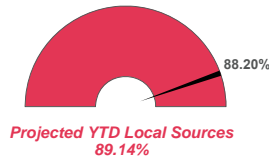
100 GENERAL FUND Revenue Dashboard Summary

For the Period Ending January 31, 2022

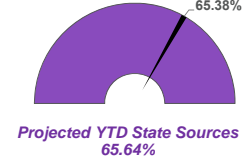
Actual YTD Revenues



Actual YTD Local Sources



Actual YTD State Sources

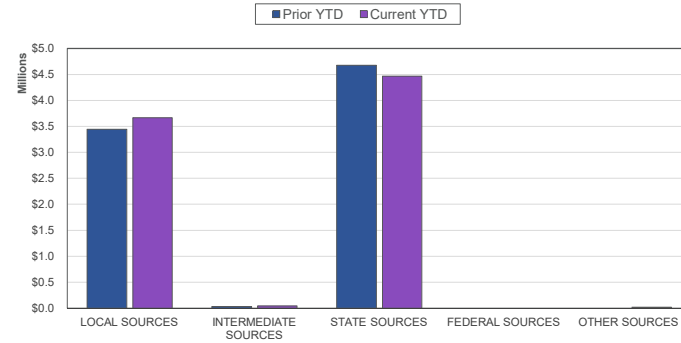


General Fund Revenues

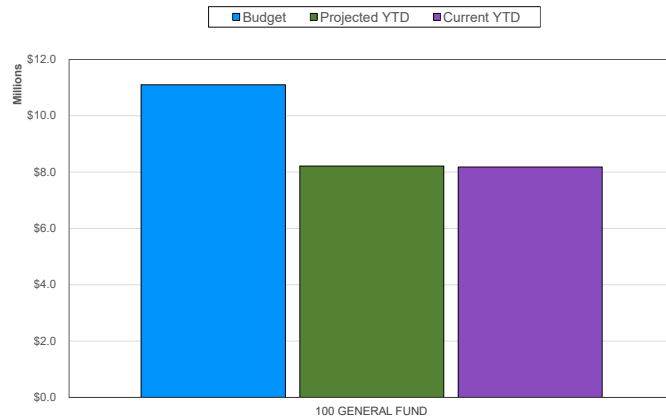
Top 10 GENERAL FUND Sources of Revenue (Year-to-Date)

State School Fund	\$4,464,377
Ad Valorem Taxes Levied By District	\$3,555,779
Resources - Beginning Fund Balance	\$1,899,600
Miscellaneous	\$71,269
Unrestricted Revenue	\$40,653
Sale Of Or Compensation For Loss Of Fixed Assets	\$17,273
Interest On Investments	\$9,987
Fees	\$9,525
Penalties And Interest On Taxes	\$6,799
Fees Charged To Grants	\$5,932
Percent of Total Revenues Year-to-Date	99.94%

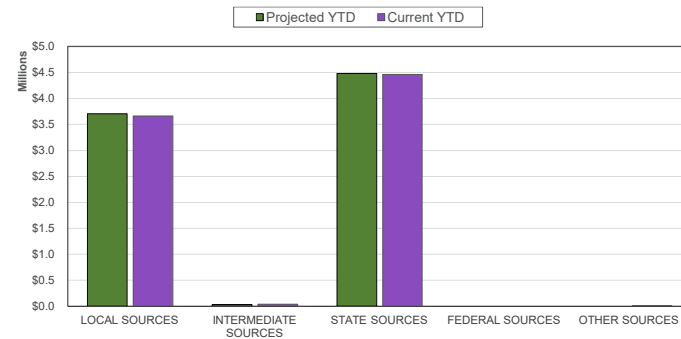
GENERAL FUND Revenue by Source | Prior YTD vs. Current YTD



Revenues by Fund | Budget / Projected YTD / Current YTD



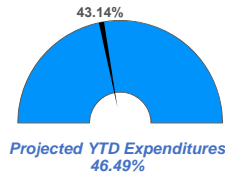
GENERAL FUND Revenue by Source | Projected YTD vs. Current YTD



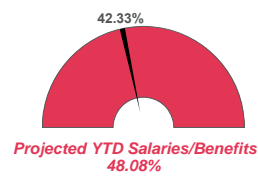
100 GENERAL FUND Expense Dashboard Summary

For the Period Ending January 31, 2022

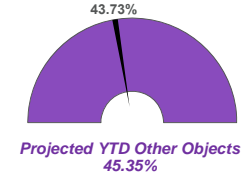
Actual YTD Expenditures



Actual YTD Salaries/Benefits



Actual YTD Other Objects

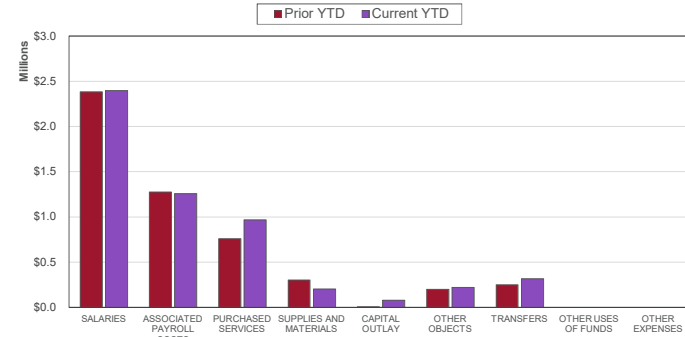


General Fund Expenditures

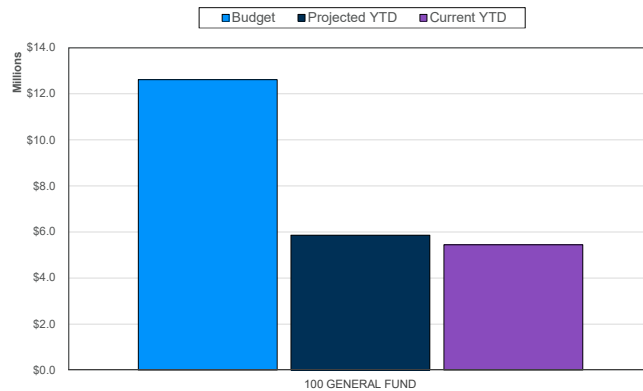
Top 10 GENERAL FUND Expenditures by Program (Year-to-Date)

Licensed Salaries	\$1,151,340
Employees Insurance	\$523,898
Classified Salaries	\$498,313
Administrators	\$398,658
Pers Ual Contribution	\$393,456
Reimbursable Student Transportation	\$252,720
Instr, Prof & Tech Srvs	\$214,366
Fica/Medicare	\$178,197
Property Insurance Premiums	\$169,856
Managerial-Classified- Conf	\$145,864
Percent of Total Expenditures Year-to-Date	72.18%

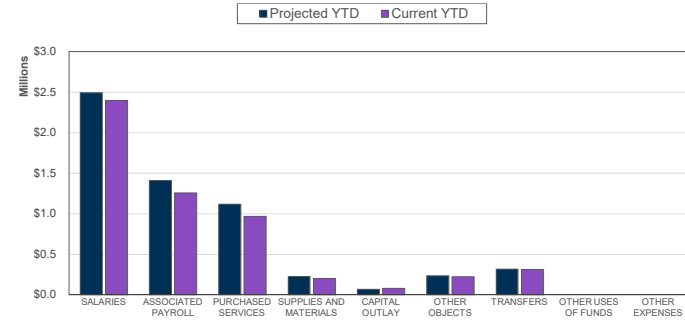
GENERAL FUND Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Projected YTD / Current YTD



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

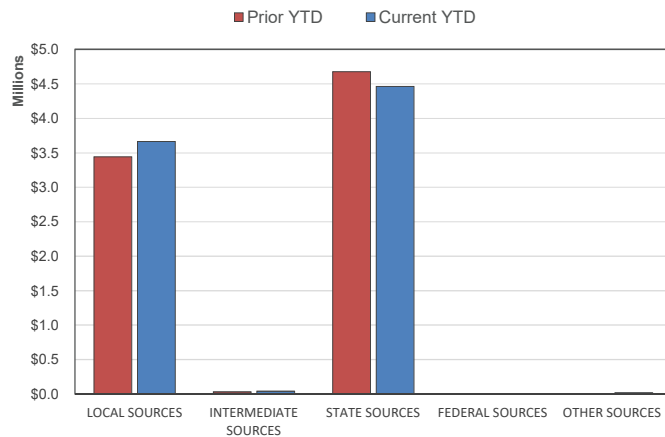


100 GENERAL FUND | Financial Summary by Object

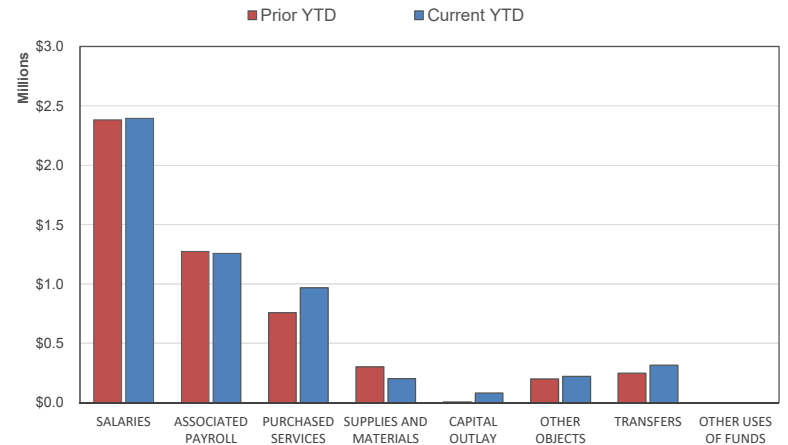
For the Period Ending January 31, 2022

	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	3,443,427	3,871,949	88.93%	3,664,802	4,155,050	88.20%
Intermediate Sources	31,250	128,364	24.34%	40,879	125,000	32.70%
State Sources	4,678,220	6,861,661	68.18%	4,464,377	6,828,811	65.38%
Federal Sources	-	-		-	-	
Other Sources	-	-		17,273	-	
TOTAL REVENUE	\$ 8,152,897	\$ 10,861,974	75.06%	\$ 8,187,331	\$ 11,108,861	73.70%
EXPENDITURES						
Salaries	\$ 2,382,182	\$ 5,338,433	44.62%	\$ 2,396,521	\$ 5,359,537	44.72%
Associated Payroll Costs	1,274,506	2,886,207	44.16%	1,257,430	3,105,454	40.49%
Purchased Services	757,398	1,645,667	46.02%	967,112	2,150,000	44.98%
Supplies and Materials	302,303	435,848	69.36%	202,240	356,546	56.72%
Capital Outlay	5,000	5,000	100.00%	80,125	67,000	119.59%
Other Objects	199,911	205,158	97.44%	221,813	235,645	94.13%
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	\$ 5,168,227	\$ 10,763,238	48.02%	\$ 5,439,821	\$ 12,608,861	43.14%
SURPLUS / (DEFICIT)	\$ 2,984,670	\$ 98,735		\$ 2,747,510	\$ (1,500,000)	
ENDING FUND BALANCE	\$ 4,804,031	\$ 1,918,096		\$ 4,647,110	\$ -	

Revenues by Source | Prior YTD vs. Current YTD



Expenditures by Object | Prior YTD vs. Current YTD

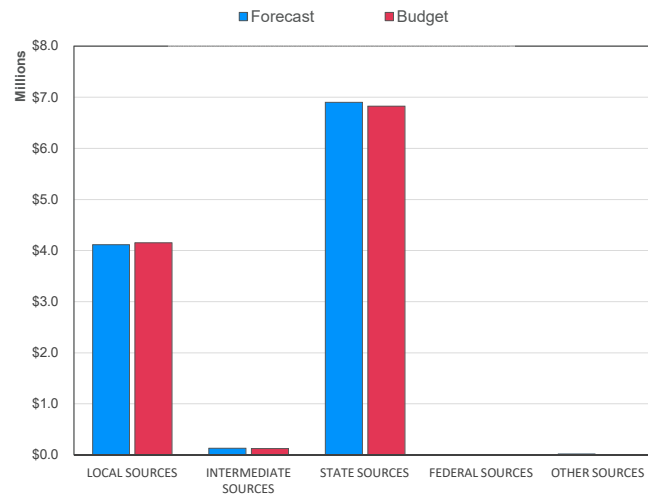


100 GENERAL FUND | Financial Projection by Object

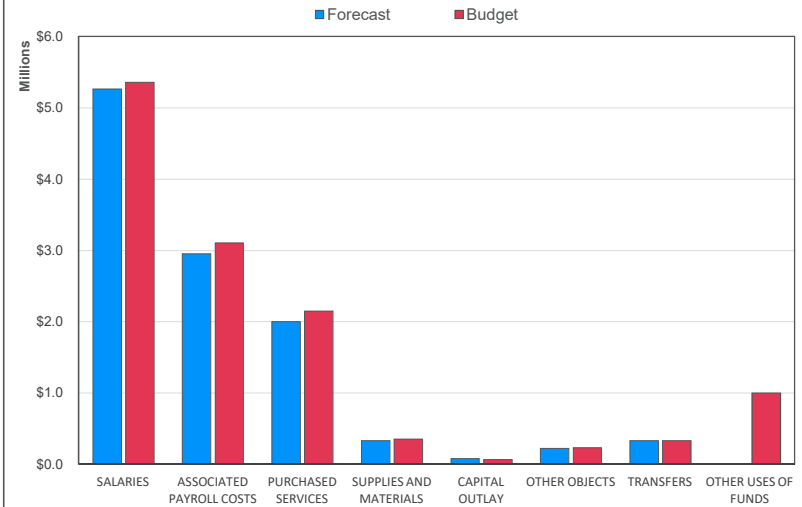
For the Period Ending January 31, 2022

	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	3,443,427	3,664,802	451,079	4,115,881	4,155,050	(39,169)
Intermediate Sources	31,250	40,879	93,750	134,629	125,000	9,629
State Sources	4,678,220	4,464,377	2,439,446	6,903,823	6,828,811	75,012
Federal Sources	-	-	-	-	-	-
Other Sources	-	17,273	-	17,273	-	17,273
TOTAL REVENUE	\$ 8,152,897	\$ 8,187,331	\$ 2,984,275	\$ 11,171,606	\$ 11,108,861	\$ 62,745
EXPENDITURES						
Salaries	\$ 2,382,182	\$ 2,396,521	\$ 2,867,044	\$ 5,263,566	\$ 5,359,537	\$ 95,971
Associated Payroll Costs	1,274,506	1,257,430	1,694,867	2,952,298	3,105,454	153,156
Purchased Services	757,398	967,112	1,033,638	2,000,750	2,150,000	149,250
Supplies and Materials	302,303	202,240	131,151	333,391	356,546	23,155
Capital Outlay	5,000	80,125	-	80,125	67,000	(13,125)
Other Objects	199,911	221,813	3,422	225,235	235,645	10,410
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	\$ 5,168,227	\$ 5,439,821	\$ 5,750,122	\$ 11,189,943	\$ 12,608,861	\$ 1,418,918
SURPLUS / (DEFICIT)	\$ 2,984,670	\$ 2,747,510	\$ (2,765,847)	\$ (18,337)	\$ (1,500,000)	
ENDING FUND BALANCE				\$ 1,881,263		

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: 01/01/2022 To: 01/31/2022 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
0	AMAZON CAPITAL SERVICES	\$756.84
0	AVEANNA HEALTHCARE	\$3,671.50
59622	BRIGHTSIDE ELECTRIC AND	\$4,702.53
59643	BRIGHTSIDE ELECTRIC AND	\$1,173.82
59659	BRIGHTSIDE ELECTRIC AND	\$1,379.00
59666	BRIGHTSIDE ELECTRIC AND	\$180.00
0	BRITTANI JOHNSON	\$1,431.96
0	CENTURY LINK	\$185.61
59623	CITY OF CARLTON	\$1,684.63
59624	CITY OF YAMHILL	\$4,285.64
59625	CLACKAMAS ESD	\$3,204.25
59626	COMCAST NETWORK SERVICES	\$351.10
59644	COSA	\$219.00
59627	DAVISON AUTO PARTS	\$592.76
59645	DAVISON AUTO PARTS	\$552.14
0	ERIN CONNAUGHTON	\$248.06
0	ESS WEST LLC	\$26,137.36
0	GEORGE FOX UNIVERSITY	\$13,000.00
59668	GIUDICE, BEN	\$160.00
59646	GORMLEY PLUMBING AND HEATING	\$3,789.00
0	HEIDI WISMER	\$832.20
0	HENDERSON, SCOTT M	\$11.79
59628	IRON MOUNTAIN INCORPORATED	\$93.67
0	JAYLYNN REA	\$266.05
59669	JOHNSTON, CARALEE	\$240.50
59647	KALAMA SCHOOL DISTRICT #402	\$0.00
0	KARISSA PETERSON	\$75.31

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 01/01/2022 To: 01/31/2022 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
0	KONE INC	\$1,126.29
59629	LAKERIDGE HIGH SCHOOL	\$100.00
0	LATISHA BARKER	\$86.15
59630	LAWRENCE COMPANY	\$100.00
59631	LEARNING WITHOUT TEARS	\$216.23
59670	LIBRARY WORLD, INC	\$495.00
59632	LOWE'S COMPANIES INC.	\$346.47
59648	LOWE'S COMPANIES INC.	\$404.66
59660	LOWE'S COMPANIES INC.	\$63.49
0	LUCIANA RUMAGIT	\$235.00
59633	MCMINNVILLE GAS INC.	\$352.75
59649	MCMINNVILLE GAS INC.	\$139.25
59661	MCMINNVILLE GAS INC.	\$4,363.87
59671	MCMINNVILLE GAS INC.	\$27,178.95
0	NATASHA ALLEN	\$98.44
0	NORTHWEST REGIONAL ESD	\$72,178.25
0	PACIFIC OFFICE AUTOMATION	\$2,983.77
59650	PAULY, ROGERS AND CO., P.C.	\$7,890.00
59662	PORTLAND GENERAL ELECTRIC	\$16,547.55
59635	PROBUILD CONTRACTORS LLC	\$1,361.01
0	PROCARE THERAPY	\$6,175.60
0	REALLY GREAT READING COMPANY LLC	\$190.00
59651	RECOLOGY OREGON COMPOST, MCMINNVILLE	\$601.78
59636	RECOLOGY WESTERN OREGON GARBAGE	\$1,041.84
59672	rSCHOOL TODAY	\$825.00
59652	SAFEGUARD BUSINESS SYSTEMS	\$277.67
59653	SCHOOL SPECIALTY	\$86.02

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 01/01/2022 To: 01/31/2022 Voucher: ALL
 Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
59640	SECRETARY OF STATE- AUDIT DIVISION	\$350.00
0	SHAYNA BEATTY	\$245.00
0	SIERRA SPRINGS	\$27.91
59674	THE HOME DEPOT PRO	\$3,456.50
0	UMPQUA BANK-CC	\$963.77
59637	UNITED RENTALS (NORTH AMERICA) INC	\$673.20
59675	VALERIE BREWER	\$164.95
59638	WILCO	\$337.26
59664	WILCO	\$55.98
0	WILLIAMSON, JODY	\$362.88
0	WRIGHT, JOLYNN M	\$228.63
0	YAMHILL SHELL STATION	\$720.79
59639	ZIPLY FIBER	\$1,219.54
Total for 100 - GENERAL FUND		\$223,496.17
201 - TITLE IA		
0	AMAZON CAPITAL SERVICES	\$374.36
0	ESS WEST LLC	\$253.92
Total for 201 - TITLE IA		\$628.28
212 - ESSER II FUNDS 2020-2023		
0	PEAR DECK INC	\$2,965.82
Total for 212 - ESSER II FUNDS 2020-2023		\$2,965.82
233 - MEASURE 98		
0	AMAZON CAPITAL SERVICES	\$326.31
59642	BELLEVILLE WHOLESALE HOBBY	\$847.14
0	BLICK ART MATERIALS	\$70.46
Total for 233 - MEASURE 98		\$1,243.91

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2021-2022

Criteria: From Check Date: 01/01/2022 To: 01/31/2022 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
250 - FOOD SERVICES		
0	AMAZON CAPITAL SERVICES	\$164.60
0	GOODY MAN DISTRIBUTING INC	\$787.04
0	PROGUARD SERVICES AND SOLUTIONS	\$2,053.77
0	SPRING VALLEY DAIRY INC	\$1,224.87
59654	SYSCO FOOD SERVICES	\$5,062.75
59663	SYSCO FOOD SERVICES	\$1,862.92
59673	SYSCO FOOD SERVICES	\$2,872.27
Total for 250 - FOOD SERVICES		\$14,028.22
265 - UNEMPL/RETIREE RESERVE		
59634	OREGON EMPLOYMENT TAX	\$2,387.24
Total for 265 - UNEMPL/RETIREE RESERVE		\$2,387.24
280 - STUDENT BODY FUNDS		
0	AMAZON CAPITAL SERVICES	\$28.98
59667	FLORAFINDER LLC	\$355.30
59665	WILLAMETTE E.S.D.	\$90.00
Total for 280 - STUDENT BODY FUNDS		\$474.28
304 - JCI PROJECT		
59655	US BANK ST PAUL	\$60,550.00
Total for 304 - JCI PROJECT		\$60,550.00
Grand Total:		\$305,773.92
End of Report		

Yamhill-Carlton School District No. 1

Expenditure Summary Report

Fiscal Year: 2021-2022

Criteria:

From Date: 01/01/2022

To Date: 01/31/2022

Report Sort: Remit Name

UMPQUA BANK-CC

Check#	FUND	FUNCTION	OBJECT	Amount
GENERAL FUND				
0	GENERAL FUND	BOARD OF EDUCATION SERVICES	CONSUMABLE SUPPLIES & MATERIALS	\$231.96
0	GENERAL FUND	FISCAL SERVICES	POSTAGE	\$4.33
0	GENERAL FUND	OFFICE OF THE PRINCIPAL	TRAVEL, OUT OF DISTRICT	\$256.00
0	GENERAL FUND	OPERATION & MAINTENANCE - PLANT SERVICES	CONSUMABLE SUPPLIES & MATERIALS	\$471.48

Total for GENERAL FUND \$963.77

Total for UMPQUA BANK-CC \$963.77

Grand Total: \$963.77

Recap for FUND for remit name

100	GENERAL FUND	\$963.77
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End of Report



PROCLAMATION

WHEREAS, school counselors are employed in public and private schools to help students reach their full potential; and

WHEREAS, school counselors are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development; and

WHEREAS, school counselors help parents focus on ways to further the educational, personal and social growth of their children; and

WHEREAS, school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

WHEREAS, school counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

WHEREAS, comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in school;

**Therefore, I, _____ do hereby proclaim
February 7–11, 2022, as National School Counseling Week.**



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
Todd Hendrickson, Facilities Manager

Date: February 10, 2022

Re: Notice of Intent to Award Contract for the Yamhill Carlton HS Voluntary Seismic Strengthening

Background Information:

The District received a grant from Business Oregon for Seismic strengthening. The District issued an Invitation to Bid on January 12, 2022, advertised on Oregon Buys, our website (www.yscsd.k12.or.us), Daily Journal of Commerce and on social media. Proposals were due at 2:00pm on February 9, 2022. The bids were open in a public meeting at 2:07pm on February 9, 2022. The District received five (5) responsive bids.

The Bids were opened as follows:

Company	Base Bid	Alternate #1	Total Contract*
ProBuild Contractors LLC	\$ 1,295,347.27	\$ 453,237.60	\$ 1,748,584.87
Brockamp & Jaeger, Inc.	837,265.00	336,500.00	1,173,765.00
Par-Tech Construction, Inc.	934,130.00	344,350.00	1,278,480.00
Skyward Construction, Inc.	1,375,000.00	450,000.00	1,825,000.00
Ross Builders Northwest, LLC	1,349,989.00	420,000.00	1,769,989.00

Bid documents were reviewed to ensure that they were responsive bids. Brockamp & Jaeger, Inc., ProBuild Contractors LLC and Par-Tech Construction, Inc. also turned in First Tier Sub Contractor lists by the deadline of 4:00pm on 2/9/2022.

*The total contract will be awarded on the contingency that the alternate has been fully approved by Oregon Business Development Department Infrastructure Finance Authority. Final approval for bid alternate is pending confirmation.

Recommendation:

Approve awarding Yamhill Carlton HS Voluntary Seismic Strengthening contract to Brockamp & Jaeger, Inc. for a total award not to exceed amount of \$1,173,765, pending approval for bid alternate. The actual contract may be the Base Bid of \$837,265, if there are issues or delays with the confirmation from Oregon Business. As with all contracts, additional costs may be incurred for added or changed scope (e.g. change orders for unknowns, unforeseen, or agency requirements).

Proposed Motion: I move to approve the recommendation and approve a Notice of Intent to Award to Brockamp & Jaeger, Inc.; and to authorize the administration to negotiate and execute a contract with the firm.

Yamhill Carlton School District 1

Code: JB
Adopted: 10/09/06
Revised: ____/____/____

Equal Educational Opportunity[**]

Every student of the district will be given equal educational opportunities regardless of age, sex, sexual orientation, gender identity, race², religion, color, national origin, disability, marital status, familial status, parental status, linguistic background, culture, socioeconomic status, capability or geographic location.

No student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the district or denied access to facilities in the district.

A student or parent may also access and use the district's general complaint procedure through Board policy KL - Public Complaints.

All reports, complaints or information will be investigated.

A student of the district may not be subjected to retaliation by the district 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.

END OF POLICY

Legal Reference(s):

<u>ORS 174.100</u>	<u>ORS 659.852</u>	<u>ORS 659A.406</u>
<u>ORS 192.630</u>	<u>ORS 659A.001</u>	<u>OAR 581-021-0045</u>
<u>ORS 326.051</u>	<u>ORS 659A.003</u>	<u>OAR 581-021-0046</u>
<u>ORS 329.025</u>	<u>ORS 659A.006</u>	<u>OAR 581-022-2310</u>
<u>ORS 332.107</u>	<u>ORS 659A.103 - 659A.145</u>	<u>OAR 839-003-0000</u>
<u>ORS 336.086</u>	<u>ORS 659A.400</u>	
<u>ORS 659.850</u>	<u>ORS 659A.403</u>	

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12333 (2018).

House Bill 2935 (2021).

House Bill 3041 (2021).

² 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)).

Yamhill Carlton School District 1

Code: JFCJ
Adopted:

Weapons in Schools**

Students shall not bring, possess, conceal or use a weapon on or at any property under the jurisdiction of the district, any activities under the jurisdiction of the district or any interscholastic activities administered by a voluntary organization.

In accordance with the federal Gun-Free School Zone Act, possession or discharge of a firearm in a school zone is prohibited. A “school zone,” as defined by federal law, means in or on school grounds or within 1,000 feet of school grounds.

The superintendent may authorize persons to possess weapons for courses, programs and activities approved by the district and conducted on district property including, but not limited to, hunter safety courses, weapons-related vocational courses or weapons-related sports. The district will post a notice at any site or premise off district grounds that at the time is being used exclusively for a school program or activity. The notice shall identify the district as the sponsor, the activity as a school function and that the possession of firearms or dangerous weapons in or on the site or premises is prohibited under Oregon Revised Statute (ORS) 166.370.

For purposes of this policy, and as defined by state and federal law, “weapon” includes:

1. A “dangerous weapon” means any weapon, device, instrument, material or substance, which under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing death or serious physical injury;
2. A “deadly weapon” means any instrument, article or substance specifically designed for and presently capable of causing death or serious physical injury;
3. A “firearm” means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive, frame or receiver of any such weapon, any firearm muffler or silencer or any destructive device;
4. A “destructive device” includes but is not limited to any explosive, incendiary or poison gas component or any combination of parts either designed or intended for use in converting any device into any destructive device or from which a destructive device may be readily assembled. A destructive device does not include any device which is designed primarily or redesigned primarily for use as a signaling, pyrotechnic, line-throwing, safety or similar device.

Weapons may also include, but are not limited to, knives, metal knuckles, straight razors, noxious or irritating gases, poisons, unlawful drugs or other items fashioned with the intent to use, sell, harm, threaten or harass students, staff members, parents and community members.

Replicas of weapons, fireworks and pocket knives are also prohibited by Board policy. Exceptions to the district’s replicas prohibition may be granted only with prior principal approval for certain curriculum or school-related activities.

Prohibited weapons, replicas of weapons, fireworks and pocket knives are subject to seizure or forfeiture.

In accordance with Oregon law, any district employee who has reasonable cause to believe a student or other person, while in a school, is or within the previous 120 days has been in possession of a firearm or destructive device, as defined by this policy, shall immediately report such violation to an administrator or designee or law enforcement. Any district employee who has reasonable cause to believe that a person, while in a school, is or has been in possession of a firearm or destructive device more than 120 days previously, may report to law enforcement. Employees who report directly to law enforcement shall also immediately inform an administrator.

Administrators shall promptly notify the appropriate law enforcement agency of staff reports received and at any other time there is reasonable cause to believe violations for firearms or destructive devices have occurred or that a student has been expelled for bringing, possessing, concealing or using a dangerous or deadly weapon, firearm or destructive device.

A person making a report as described above who has reasonable grounds for making the report is immune from liability, civil or criminal, that might otherwise be incurred or imposed with respect to the making or content of the report. The identity of a person participating in a good faith report as described above may not be disclosed except when allowed by law.

Parents will be notified of all conduct by their student that violates this policy.

Employees shall promptly report all other conduct prohibited by this policy to an administrator.

Students determined to have brought, possessed, concealed or used a firearm, as defined in policy, in violation of this policy or state law shall be expelled from school for a period of not less than one year. All other violations of the policy will result in discipline and may include expulsion and/or referral to law enforcement, as appropriate. The superintendent may, on a case-by-case basis, modify this expulsion requirement. The superintendent may propose alternative programs of instruction or instruction combined with counseling that are appropriate and accessible to the student, and shall provide such information in writing to the student and the parent in accordance with law¹. Appropriate disciplinary and/or legal action will be taken against students or others who assist in activity prohibited by this policy.

Special education students shall be disciplined in accordance with federal law and Board policy JGDA – Discipline of Students with Disabilities and accompanying administrative regulation.

“Gun-Free School Zone” signs may be posted in cooperation with city and/or county officials as appropriate. Violations, unless otherwise excepted by law or this policy, shall be reported to the appropriate law enforcement agency.

The superintendent will annually report the name of each school and the number of students from each listed schools expelled for bringing, possessing, concealing or using a firearm to the Oregon Department of Education.

END OF POLICY

Legal Reference(s):

¹ At least once every six months or at any time the information changes because of the availability of new programs.

ORS 161.015
ORS 166.210 - 166.370
ORS 166.382
ORS 332.107
ORS 339.115

ORS 339.240
ORS 339.250
ORS 339.315

OAR 581-021-0050 - 0075

OAR 581-053-0010(5)
OAR 581-053-0230(9)(k)
OAR 581-053-0330(1)(r)
OAR 581-053-0430(17)
OAR 581-053-0531(16)

Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2018).
Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2018).
Youth Handgun Safety Act, 18 U.S.C. §§ 922(x), 924(a)(6) (2018).
Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101, 7111-7121 (2018).
Oregon Senate Bill 554 (2021).

Yamhill Carlton School District 1

Code: JFCF
Adopted:

Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Student**

The Board, in its commitment to providing a safe, positive, and productive learning environment for all students, will consult with parents/guardians, employees, volunteers, students, administrators, and community representatives in developing this policy in compliance with applicable Oregon law.

Hazing, harassment, intimidation or bullying, menacing, and acts of cyberbullying by students, staff, or third parties toward students is strictly prohibited in the district. Teen dating violence is unacceptable behavior and prohibited. Each student has the right to a safe learning environment.

Retaliation against any person who is a victim of, who reports, is thought to have reported, or files a complaint about an act of hazing, harassment, intimidation or bullying, menacing, an act of cyberbullying, or teen dating violence, or otherwise participates in an investigation or inquiry is strictly prohibited. A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action. False charges shall also be regarded as a serious offense and will result in consequences and appropriate remedial action.

Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion.

Staff whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Students, staff, or third parties may also be referred to law enforcement officials.

The principal and the superintendent are responsible for ensuring that this policy is implemented.

Definitions

“District” includes district facilities, district premises, and nondistrict property if the student is at any district-sponsored, district-approved, or district-related activity or function, such as field trips or athletic events where students are under the jurisdiction of the district.

“Third parties” include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events.

“Hazing” includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grade level attainment. (i.e., personal servitude, sexual stimulation/sexual assault, forced consumption of any drink, alcoholic beverage, drug or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation or any other forced activity that could adversely affect the mental or physical health or safety of a student); requires, encourages, authorizes or permits another to be subject to wearing or carrying any obscene or physically burdensome article; or assignment of pranks to be performed or other such activities intended to degrade or humiliate. It is not a defense against hazing that the student subjected to hazing consented to or appeared to consent to the hazing.

“Harassment, intimidation or bullying” means any act that substantially interferes with a student’s educational benefits, opportunities or performance, that takes place on or immediately adjacent to district grounds, at any district-sponsored activity, on district-provided transportation, or at any official district bus stop, that may be based on, but not limited to, the protected class status of a person, and having the effect of:

1. Physically harming a student or damaging a student’s property;
2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student’s property; or
3. Creating a hostile educational environment including interfering with the psychological well-being of the student.

“Protected class” means a group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, familial status, source of income, or disability.

“Teen dating violence” means:

1. A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or
2. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

“Domestic violence” means abuse between family and/or household members, as those terms are described in ORS 107.705.

“Cyberbullying” is the use of any electronic communication device to harass, intimidate or bully.

“Retaliation” means any acts of, including but not limited to, hazing, harassment, intimidation or bullying, menacing, or cyberbullying toward the victim, a person in response to an actual or apparent reporting of, or participation in the investigation of, hazing, harassment, intimidation or bullying, menacing, teen dating violence, acts of cyberbullying, or retaliation.

“Menacing” includes, any act intended to place a district employee, student, or third party in fear of imminent serious physical injury.

Reporting

The principal or superintendent² will take reports and conduct a prompt investigation of any reported acts of hazing, harassment, intimidation or bullying, menacing, cyberbullying, or teen dating violence. Any employee who has knowledge of conduct in violation of this policy shall immediately report concerns to the principal or superintendent who has overall responsibility for all investigations. Any employee who has knowledge of incidents of teen dating violence that took place on district property, at a district-sponsored activity, or in a vehicle used for district-provided transportation shall immediately report the incident to the principal or superintendent. Failure of an employee to report any act of hazing, harassment, intimidation or bullying, menacing, cyberbullying, or teen dating violence to the principal or superintendent may be subject to remedial action, up to and including dismissal. Remedial action may not be based solely on an anonymous report.

Any student who has knowledge of conduct in violation of this policy or feels they have been subjected to an act of hazing, harassment, intimidation or bullying, menacing, or cyberbullying or feel they have been a victim of teen dating violence in violation of this policy, is encouraged to immediately report concerns to the principal or superintendent who has overall responsibility for all investigations. Any volunteer who has knowledge of conduct in violation of this policy is encouraged to immediately report concerns to the principal or superintendent. A report made by a student or volunteer may be made anonymously. A student or volunteer may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate district official.

Reports against the principal shall be filed with the superintendent. Reports against the superintendent shall be filed with the Board chair.

The person who makes the report shall be notified when the investigation has been completed and, as appropriate, the findings of the investigation and any remedial action that has been taken. The person who made the report may request that the superintendent or designee review the actions taken in the initial investigation, in accordance with district complaint procedures.

Notification to Parents or Guardians

The principal or superintendent shall notify the parents or guardians of a student who was subject to an act of harassment, intimidation, bullying or cyberbullying, and the parents or guardians of a student who may have conducted an act of harassment, intimidation, bullying or cyberbullying.

The notification must occur with involvement and consideration of the needs and concerns of the student who was the subject to an act of harassment, intimidation, bullying or cyberbullying. The notification is not required if the principal or superintendent reasonably believes notification could endanger the student who was subjected to an act of harassment, intimidation, bullying or cyberbullying or if all of the following occur:

² [Required by ORS 339.356(2)(g). Other bracketed language regarding hazing and menacing exceeds the requirements of ORS 339.356 and is under Board authority ORS 332.107.]

1. The student who was subjected to an act of harassment, intimidation, bullying, or cyberbullying requests that notification not be provided to the student's parents or guardians.
2. The principal or superintendent determines that notification is not in the best interest of the student who was subjected to an act of harassment, intimidation, bullying, or cyberbullying; and
3. The principal or superintendent informs the student that federal law may require the student's parents and guardians to have access to the student's education record, including any requests of nondisclosure (from item 1 above).

If the principal or superintendent determines the notification is not in the best interest of the student, they must inform the student of that determination prior to providing notification.

When notification is provided, the notification must occur:

1. Within a reasonable period of time; or
2. Promptly, for acts that caused physical harm to the student.

Training and Education

The district shall incorporate into existing training programs for students, information related to the prevention of, and the appropriate response to, acts of harassment, intimidation or bullying, and acts of cyberbullying and this policy.

The district shall incorporate age-appropriate education about teen dating violence and domestic violence into new or existing training programs for students in grades 7 through 12.

The district shall incorporate into existing training programs for staff information related to the prevention of, and the appropriate response to, acts of harassment, intimidation or bullying, teen dating violence, domestic violence, and acts of cyberbullying and this policy.

Notice

The superintendent shall be responsible for ensuring annual notice of this policy is provided in a student or staff handbook, school and district's website, and school and district office[and the development of administrative regulations, including reporting and investigative procedures].[Complaint procedures, as established by the district, shall be followed.]

Domestic violence posters provided by the Oregon Department of Education (ODE) shall be posted in clearly visible locations on school campuses in accordance with rules adopted by ODE.

END OF POLICY

Legal Reference(s):

[ORS 163.190]

[ORS 163.197]

ORS 107.705

R/10/05/21 | RS

ORS 166.065

ORS 166.155 - 166.165

ORS 174.100

ORS 332.072

ORS 332.107

ORS 339.240

Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Student** – JFCF

ORS 339.250
ORS 339.351 - 339.368
ORAR 581-021-0045

ORAR 581-021-0046
ORAR 581-021-0055
ORAR 581-022-2310

ORAR 581-022-2370
House Bill 2631 (2021)
House Bill 3041 (2021)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).