Pleasant Hill School District No. 1

October 5, 2026

Regular Board Meeting

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Commitment, Excellence, Community

PLEASANT HILL SCHOOL DISTRICT NO. 1
REGULAR SCHOOL BOARD MEETING MINUTES
Monday, September 21, 2026; 7:00 p.m.; Pleasant Hill Community Center

1. CALL TO ORDER

Board of Directors Chair Drew Gottfried called the September 21, 2026 board meeting to order at 7:05 with the Pledge of Allegiance. Board of Directors present were Vice Chair Rusty Rexius and Stephen Hammond. Others present were Superintendent Jim Crist, Director of Special Programs Whitney Connolly, Elementary School Principal Brenna Fairchild, Middle/High School Principal Alan Stearns and Board Secretary Kimberly Silbernagel.

Director Gottfried read the mission statement.

2. CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additions to the agenda.

3. PUBLIC FORUM

- Danielle Arthur addressed the Board with bussing concerns.

4. ACTION ITEMS

4.1 Consent Agenda

4.101 Approve August 24, 2026 Board CHARGE Meeting Minutes **(Exhibit 2627.27)**
4.102 Approve August 24, 2026 Regular Board Meeting Minutes **(Exhibit 2627.28)**
4.103 Approve Personnel Report **(Resolution 2627.29)**
4.104 Approve Alt. Ed Program (**Resolution 2627.30)**
4.105 Approve 2026-27 Superintendent Goals (**Resolution 2627.31)**
4.106 Approve 2026-27 Board/Superintendent Operating Agreement (**Resolution 2627.32)**
4.107 Accept Financial Report – August **(Exhibit 2627.33)**

Rusty Rexius moved to approve 4.1 Consent Agenda. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.2 Approve 2026-27 Board Goals (**Resolution 2627.34)**
Director Gottfried read the board goals for 2026-27.

Stephen Hammond moved to approve 4.2 2026-27 Board Goals. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.3 Adopt BBAA – Individual Board Member's Authority and Responsibilities (**Resolution 2627.35)**

Rusty Rexius moved to adopt 4.3 BBAA – Individual Board Member's Authority and Responsibilities. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.4 Adopt BBE – Vacancies on the Board (**Resolution 2627.36)**

Stephen Hammond moved to adopt 4.4 BBE – Vacancies on the Board. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.5 Delete BD/BDA (**Resolution 2627.37)**

Rusty Rexius moved to delete 4.5 BD/BDA. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.6 Adopt BD – Board Meetings, Notices, and Communications (**Resolution 2627.38)**

Stephen Hammond moved to adopt 4.6 BD – Board Meetings, Notices, and Communications. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.7 Adopt BDC – Executive Sessions (**Resolution 2627.39)**

Rusty Rexius moved to adopt 4.7 BDC – Executive Sessions. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.8 Adopt CCC – Hiring of Licensed Administrators (**Resolution 2627.40)**

Stephen Hammond moved to adopt CCC – Hiring of Licensed Administrators. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.9 First Read – BDD – Board Meeting Procedures **(Exhibit 2627.41)**

Stephen Hammond moved to acknowledge the first read of BDD – Board Meeting Procedures. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.10 First Read – BDDC – Board Meeting Agenda **(Exhibit 2627.42)**

Stephen Hammond moved to acknowledge the first read of BDDC – Board Meeting Agendas. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.11 First Read – BDDG – Recordings and Minutes of Board Meetings **(Exhibit 2627.43)**

Rusty Rexius moved to acknowledge the first read of BDDG – Recordings and Minutes of Board Meetings. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.12 First Read – DL – Issuance of Payroll Checks **(Exhibit 2627.44)**

Stephen Hammond moved to acknowledge the first read of DL – Issuance of Payroll Checks. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

4.13 First Read – KNA – Immigration Enforcement on District Property **(Exhibit 2627.45)**

Rusty Rexius moved to acknowledge the first read of KNA – Immigration Enforcement on District Property. The motion passed 3-0.

– Vacant Gottfried – Yes Woodland – Absent Rexius – Yes Hammond – Yes

5. POLICY REVIEW

5.1 GBA – Equal Employment Opportunity **(Exhibit 2627.46)**
Superintendent Crist reviewed the policy and recommended the Board adopt the OSBA sample policy substantially as written.

5.2 GBN/JBA & JBA/GBN – Sexual Harassment **(Exhibit 2627.47)**
Superintendent Crist reviewed the policy and recommended the Board adopt the OSBA sample policy substantially as written.

5.3 GCBDD/GDBDD – Sick Time **(Exhibit 2627.48)**
Superintendent Crist reviewed the policy and recommended the Board adopt the OSBA sample policy substantially as written with the exception of keeping the language around requiring a doctor note after five days of absence according to the classified and licensed collective bargaining agreements.

5.4 EBB – Integrated Pest Management **(Exhibit 2627.49)**
Superintendent Crist reviewed the policy and recommended the Board adopt the OSBA sample policy substantially as written. The district IPM plan will be updated and brought to the board for approval in January 2027 and then readopted every five years as required.

6. REPORTS AND INFORMATION

There were no reports and information.

7. BOARD COMMUNICATION

7.1 OSBA Convention – November 12-14, 2026

Director Hammond will attend the OSBA Convention.

7.2 Calendar of Events

Superintendent Crist reviewed the calendar of upcoming events happening around the district.

8. OTHER BUSINESS

There was no other business.

9. NEXT MEETING

- Regular Board Meeting – October 5, 2026; 7:00 p.m.; Pleasant Hill Community Center

10. ADJOURNMENT – 7:41 p.m.

Signed: _____, this _____ day of _____, 2026

Drew Gottfried, Board Chair

Date: October 5, 2026
Resolution: 2627.51

Personnel Action

Relevant Data:

Each month the Board of Directors is asked to approve personnel action involving licensed employees. Tonight, the Board is being asked to approve the attached new hire. If the Board of Directors would like to discuss any of these recommendations in executive session, in accordance with ORS 192.660(2)(f) Exempt Public Records, the employee should be identified by the number and it will be withdrawn pending further instruction from the Board.

Nicole Silkman - Temporary

Ms. Silkman brings more than 20 years of education experience across elementary, middle, and high school settings, with significant experience in mathematics instruction, intervention, independent study, and instructional leadership. She has served in her current school system as a Math Teacher, Math Specialist, Lead Teacher, and Independent Study Teacher.

Ms. Silkman holds a Bachelor of Science in Architectural Engineering, a Multiple Subject Teaching Credential with English Learner and mathematics authorizations, and has completed coursework toward a Single Subject Foundational Mathematics Credential.

Her extensive classroom experience, mathematics background, experience working with diverse student populations, and demonstrated ability to develop curriculum and provide individualized instruction make her well suited for this temporary licensed assignment.

Dan Bowman - Probationary

Mr. Bowman brings approximately a decade of licensed teaching experience, primarily in health and physical education at the middle and high school levels. His recent experience at Cottage Grove High School includes serving as a Health and Electives Teacher, Physical Education Teacher, College and Career Readiness Coordinator, and AVID-related instructional support. He has also maintained extensive involvement in high school athletics, including football coaching and strength and conditioning.

Mr. Bowman holds a current Oregon teaching license with K–12 Physical Education and K–12 Health endorsements. His educational background includes a Master of Arts in Teaching in Health and Physical Education and a bachelor's degree in Health Promotion and Physical Education.

Mr. Bowman's combination of Health and PE licensure, secondary teaching experience, coaching background, and demonstrated ability to connect with and support students makes him well suited for this temporary licensed assignment.

Recommendation:

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

- Temporary Licensed Hire
- Probationary Licensed Hire

Submitted and Recommended By:

Jim Crist
Superintendent

NO	NAME OR EMPLOYEE ID	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	NEW HIRES				
1	NICOLE SILKMAN	TEMPORARY	1.0	9/30/2026	
2	DANIEL BOWMAN	PROBATIONARY	1.0	11/3/2026	
	RESIGNATIONS				
	RETIREMENTS				

Date: October 5, 2026
Resolution: 2627.52

Board Policy - Adopt

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the August 24, 2026 and First Read approved at the September 21, 2026 Regular Board Meeting.

- BDD - Board Meeting Procedures

Recommendation:

It is recommended that the Board of Directors adopt the identified board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: BDD
Adopted:

Board Meeting Procedures

1. Quorum

   A quorum of the Board is three Board members.

2. Vote Needed for Exercise of Powers

   The affirmative vote of three Board members will be necessary for exercising any of the Board's powers. All votes of the Board shall be taken by public vote, except when authorized in executive session under Oregon Revised Statute (ORS) 332.061.

3. Board Member Voting

   The results of all votes shall be recorded, including the vote of each member's vote by name, on all votes taken by the Board. A written ballot, if used, shall identify the individual Board member by name and their vote, and shall be announced during the meeting at which the vote occurred. Secret ballots are prohibited.

4. Abstaining from Vote

   Any conflicts of interest will be handled in accordance with ORS 244.120 and Board policy BBFA – Board Member Ethics and Conflicts of Interest. Board member abstentions will be documented in the meeting minutes or recording.

5. Parliamentary Procedure

   Official Board business will be transacted by motion or resolution at properly noticed[3] meetings.

   Except as otherwise provided by state law and/or Board policy, the rules of parliamentary procedure comprised in *Robert's Rules of Order Newly Revised, "Procedure in Small Boards"*[4] as modified by the Board will govern the Board in its deliberation. Modifications include the following: Motions will all be seconded prior to consideration for discussion by the Board and motions to close or limit debate will be acceptable.

   The Board chair will decide all questions relative to points of order, subject to an appeal to the Board.

   Failure to follow *Robert's Rules of Order* will not invalidate a lawful Board decision.

END OF POLICY

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[3] See ORS 192.640, OAR 199-050-0040 and Board policy BD – Board Meetings, Notices and Communications.

[4] See *Robert's Rules of Order*, 12th Edition, § 49:21.

Legal Reference(s):

ORS 192.650
ORS 244.120(2)
ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.107
OAR 199-050-0005 (9)
OAR 199-050-0055

38 OR. ATTY. GEN. OP. 1995 (1978)
41 OR. ATTY. GEN. OP. 28 (1980)

Date: October 5, 2026
Resolution: 2627.53

Board Policy - Adopt

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the August 24, 2026 and First Read approved at the September 21, 2026 Regular Board Meeting.

- BDDC - Board Meeting Agenda

Recommendation:

It is recommended that the Board of Directors adopt the identified board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: BDDC
Adopted:

Board Meeting Agenda

The agenda shall be set by Board Leadership in conjunction with the Superintendent. Items of business may be suggested by any Board member, staff member, student or patron of the district by notifying the Board chair or superintendent at least five working days prior to the meeting. The agenda will include the principal subjects anticipated to be considered at the meeting and be specific enough to permit the public to recognize the matters in which they are interested. When the agenda includes an executive session, the agenda shall identify the specific statutory citation and appropriate subsection and paragraph authorizing the executive session, as well as a general description of the statutory authorization. (See Board policy BDC – Executive Sessions for additional information.)

The Board chair may direct an amendment to the agenda until it is posted, including adding or removing items. The Board may also amend the agenda during a meeting by a majority vote of the Board. This includes adding items to the agenda during the meeting.

A consent agenda may be used by the Board. The consent agenda will consist of routine business that requires action but not necessarily discussion. These items may all be voted on and approved at the same time. An item on the consent agenda will be removed from the consent agenda upon request of a Board member prior to the consent agenda's consideration. The item removed from the consent agenda will then be placed on the regular agenda.

The agenda, together with supporting materials, will be distributed to Board members at least three full working days prior to the meeting. A copy of the agenda will be posted on the district website at least 48 hours prior to any regular meeting and 24 hours prior to any special meeting.

Copies of the agenda for the press and public will not contain any confidential information included in Board member packets.

END OF POLICY

Legal Reference(s):

ORS 192.630 ORS 192.640 OAR 199-050-0040

Americans with Disabilities Act/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Date: October 5, 2026
Resolution: 2627.54

Board Policy - Adopt

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the August 24, 2026 and First Read approved at the September 21, 2026 Regular Board Meeting.

- BDDG - Recordings and Minutes of Board Meetings

Recommendation:

It is recommended that the Board of Directors adopt the identified board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: BDDG
Adopted:

Recordings and Minutes of Board Meetings

The Board will ensure a video recording is made of all of its meetings and portions of meetings that are not held in executive session. These recordings will be posted on the district's website or social media site within seven days following the meeting.

A video or audio recording of a meeting can be kept as the official record as long as all required content is included and it is kept in an allowable format[3]. Alternatively, the district may create written minutes. Written minutes do not need to be a verbatim transcript and can be kept in hard copy or electronic form[4].

The official record must give a true reflection of the matters discussed at the meeting and the views of the participants, and must include the following information:

1. All members of the Board present;

2. All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;

3. The results of all votes and the vote of each member by name for all actions taken[5];

4. The substance of any discussion on any matter; and

5. A reference to any document discussed at the meeting.

If written minutes are created for meetings which do not take place in executive session, those minutes shall be available to the public within a reasonable time after the meeting. These minutes will be published to the district website and may be requested from the district office.

Recordings or minutes[7] of executive sessions will be kept in the same manner as other meetings of the Board. If disclosure of material from executive session recordings or minutes would be inconsistent with the purpose for which executive session was held under Oregon Revised Statute (ORS) 192.660, the material may be withheld from disclosure. Executive session minutes of a hearing held under ORS

[3] Oregon Administrator Rule (OAR) 166-017-0045(4) requires moving images or audio recordings be kept in MP2, MP3, MP4, or WAVE formats.

[4] Oregon Administrator Rule (OAR) 166-017-0045(4) requires textual data or still images be kept in XML, ODT, TXT, PDF, RTF, PREG, JFIF, PNG, or TIFF formats.

[5] If minutes are kept in a recorded form, all voting will use a roll call vote and if minutes are kept in written form the minutes will identify the vote of each member by name under each board action.

[7] "...a record of any executive session may be kept in the form of a sound or video tape or digital recording, which need not be transcribed unless otherwise provided by law." ORS 192.650(2)

332.061 shall contain only material not excluded under ORS 332.061(2) and information[8] will not be disclosed in accordance with ORS 332.061.

Either the recording or minutes of Board meetings will be kept permanently. If written minutes are created for any meetings of the Board, any recordings will be kept for at least one year after the minutes are created.

END OF POLICY

Legal Reference(s):

ORS 192.610 - 192.705
ORS 332.061
OAR 166-017-0005 - 0095
OAR 166-400-0010(9)
OAR 199-050-0060

Attorney General's PUBLIC RECORDS AND MEETINGS MANUAL.

[8]ORS 332.061 prohibits the disclosure of:

1. The name of the minor student;
2. The issue, including a student's confidential records;
3. The discussion; and
4. The school board member's vote on the issue.

Date: October 5, 2026
Resolution: 2627.55

Board Policy - Adopt

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the August 24, 2026 and First Read approved at the September 21, 2026 Regular Board Meeting.

- DL - Issuance of Payroll Checks

Recommendation:

It is recommended that the Board of Directors adopt the identified board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: DL
Adopted: 7/87
Readopted: 1/10/00, 10/25/10

Issuance of Payroll Checks

Preparation of payroll, including time schedules and payroll periods, will be done in accordance with each employee's collective bargaining agreement/group agreement with the district. Employee health, accident, dental and other types of insurance will be provided as outlined in the agreements. Mandatory payroll deductions will be withheld as required by state and federal law.

No other automatic deductions except those required by law and applicable provisions of collective/group agreements will be made from an employee's pay without authorization of the Board.

Pay day shall be the 20th day of the month or as otherwise specified by applicable provisions of the employee's collective bargaining agreement/group agreement with the district. If the 20th day of the month falls on a Saturday, then payday shall be the prior Friday; if the 20th day of the month falls on a Sunday, then payday shall be the following Monday.

END OF POLICY

Legal Reference(s):

ORS 243.650(10), (16)
ORS 243.666
ORS 243.820 - 243.830
ORS 332.505
ORS 332.534
ORS 652.110
ORS 652.120
ORS 652.610

Cross Reference(s):

DLB - Employee Tax Sheltered Annuities

Date: October 5, 2026
Resolution: 2627.56

Board Policy - Adopt

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the August 24, 2026 and First Read approved at the September 21, 2026 Regular Board Meeting.

- KNA – Immigration Enforcement on District Property

Recommendation:

It is recommended that the Board of Directors adopt the identified board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: KNA
Adopted:

Immigration Enforcement on District Property

The district complies with state and federal law, including Oregon Revised Statute (ORS) 180.805 and ORS 181.826, and this policy and accompanying administrative regulations KNA-AR(1) – Interactions with Immigration Enforcement and KNA-AR(2) – Federal Immigration Enforcement Request Log when responding to requests from federal immigration authorities regarding immigration enforcement. The district will provide ongoing training to designated staff to ensure compliance with this policy.

This policy will be made available in the student handbook and on the district's website[2].

Designation of Primary Point of Contact

The Superintendent is the primary point of contact for coordinating interactions with federal immigration authorities occurring in the district ("primary point of contact"). The Principal shall serve as an alternative point of contact during the primary point of contact's absence or unavailability ("alternate point of contact").

The primary point of contact's responsibilities include:

1. Serving as the district's representative during encounters with federal immigration authorities;

2. Confirming when federal immigration authorities have entered school property for immigration enforcement purposes;

3. Assisting staff in performing their duties in response to immigration enforcement efforts, including ensuring compliance with all district policies and procedures related to interactions with federal immigration authorities and immigration enforcement efforts;

4. Reviewing and responding to requests from federal immigration authorities.

5. Facilitating the district's compliance with lawful immigration enforcement efforts in a manner that does not unnecessarily disrupt the school environment or invade the privacy of students, staff, or volunteers;

6. Providing notice as required in this policy when a federal immigration authority has been confirmed to have entered school property for immigration enforcement.

Required Notice

When a federal immigration authority is reported to have entered school property for the purpose of immigration enforcement the primary point of contact shall confirm whether federal immigration

[2] Must be provided in culturally appropriate languages that are used to communicate effectively with parents and guardians of students in the district, as determined by the Board.

authorities have entered school property for immigration enforcement and when confirmed, shall provide notice as follows:

1. Same day notice must be provided to:

    a. Students who attend the school where the federal immigration authority is confirmed to be on school property for immigration enforcement and who are in grades 6 and above;
    b. Parents or guardians of students attending the school where the federal immigration authority is confirmed to be on school property for immigration enforcement;
    c. Staff of the school where the federal immigration authority is confirmed to be on school property for immigration enforcement; and
    d. Community-based service providers that have requested to receive notice when a federal immigration authority is confirmed to be on school property for immigration enforcement. Community-based service providers can request to receive such notifications by contacting the primary point of contact at the district office.

2. Notice must include:

    a. The general location of the federal immigration authority; and
    b. Whether classes or school operations were affected by the presence of the federal immigration authority.

3. Notice must not disclose:

    a. Personally identifiable information;
    b. Other information that may not be legally disclosed; or
    c. Other information when the disclosure may threaten the health or safety of students or staff of the district or is prohibited by a court order.

The required notice will be provided as expediently as possible using existing methods used for providing electronic communications. The health and safety of students and employees of the school district shall be taken into account with regard to expediency of notification.

Unless otherwise prohibited by law or court order, the district will make reasonable efforts to provide notice to a student, or to the parent of guardian of a student, when the district has provided information related to the student to a federal immigration authority.

Confidentiality of School Records

Except when required by a judicially authorized warrant, subpoena, or order, Oregon law prohibits the district from disclosing protected information to federal immigration authorities for the purpose of enforcing federal immigration laws. Protected information includes information relating to a person's:

1. Address;

2. Workplace or hours of work;

3. School or school hours;

4. Contact information, including telephone number, electronic mail address or social media account information;

5. Known associates or relatives; and

6. Date, time or location of the person's hearings, proceedings or appointments with a public body that are not matters of public record.

Oregon law also prohibits sharing any of the above information about a person's relatives or known associates with federal authorities for immigration enforcement purposes.

Oregon law generally prohibits the district from sharing or disclosing citizenship or immigration status or country of birth information[6] that the district collects, unless one of the following exceptions applies:

1. The disclosure is required by state or federal law (other than federal immigration law);

2. The disclosure is required by a judicially authorized warrant, order, or subpoena;

3. The information being shared with a person concerns only that person or their dependents; or

4. The information is aggregated and not personally identifiable.

Training

The district will provide the primary point of contact and alternate point of contact with training as follows:

1. The training must include information on the requirements of House Bill 4079 (2026), any applicable model policies published by the Attorney General, and this policy; and

2. The training must be provided at the time of designation and at least once every two years thereafter.

Upon the adoption of this policy and not less than once every two years thereafter, the district will provide training to all current district staff regarding federal and state laws, and the district's policies, relating to interacting with federal immigration authorities and responding to immigration enforcement efforts. The district will provide the required training to all new staff within 30 days of beginning employment.

END OF POLICY

Legal Reference(s):

ORS 180.810
ORS 180.805
ORS 181.826
OAR 581-021-0371

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2012); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).
Oregon Attorney General's *K12 School Model Policy*
Senate Bill 1538 (2026).
Senate Bill 1594 (2026).

[6] Citizenship or immigration status or country of birth information is any information concerning:
1. Where a person was born; or
2. Whether a person is a citizen of the United States; or
3. Whether a person has lawful authority to be present in the United States.

House Bill 4079 (2026).

Date: October 5, 2026
Exhibit: 2627.57

Board Policy - First Read

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the September 21, 2026 Regular Board Meeting.

- EBB - Integrated Pest Management

Recommendation:

It is recommended that the Board of Directors approve the first read of the board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: EBB
Adopted:

Integrated Pest Management

To ensure the health and safety concerns of student, staff and community members, the Board shall adopt an integrated pest management plan (IPM) which emphasizes the least possible risk to students, staff and community members and shall adopt a list[2] of low-impact pesticides for use with the IPM plan. The IPM plan and list shall be available to the public through the district's website[3].

The IPM plan is a proactive strategy that:

1. Focuses on the long-term prevention or suppression of pest problems through economically sound measures that:

    a. Protect the health and safety of students and staff;
    b. Protect the integrity of district buildings and grounds;
    c. Maintain a productive learning environment; and
    d. Protect local ecosystem health.

2. Focuses on the prevention of pest problems by working to reduce or eliminate conditions of property construction, operation and maintenance that promote or allow for the establishment, feeding, breeding and proliferation of pest populations or other conditions that are conducive to pests or that create harborage for pests;

3. Incorporates the use of sanitation, structural remediation or habitat manipulation or of mechanical, biological and chemical pest control measures that present a reduced risk or have a low-impact and, for the purpose of mitigating a declared pest emergency, the application of pesticides that are not low-impact pesticides;

4. Includes regular monitoring and inspections to detect pests, pest damage and unsanctioned pesticide usage;

5. Evaluates the need for pest control by identifying acceptable pest population density levels;

6. Monitors and evaluates the effectiveness of pest control measures;

7. Excludes the application of pesticides on a routine schedule for purely preventive purposes, other than applications of pesticides designed to attract or be consumed by pests;

8. Excludes the application of pesticides for purely aesthetic purposes;

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[2] See ORS 634.705(5).

[3] Inclusion of the list and IPM in the district's Healthy and Safe Schools Plan satisfies this requirement as long as it is posted on the district's website.

9. Includes school staff education about sanitation, monitoring, inspection and pest control measures;

10. Gives preference to the use of nonchemical pest control measures;

11. Allows the use of low-impact pesticides if nonchemical pest control measures are ineffective; and

12. Allows the application of a pesticide that is not a low-impact pesticide only to mitigate a declared pest emergency or if the application is by, or at the direction or order of, a public health official.

The Facilities and Operations Director is designated as the Integrated Pest Management Plan Coordinator and has the authority for overall implementation and evaluation of the IPM plan.

Integrated Pest Management Plan Coordinator

The IPM Plan Coordinator shall:

1. Attend not less than six hours of IPM training each year. The training shall include at least a general review of integrated pest management principles and the requirements of IPM as required by Oregon statute;

2. Ensure appropriate prior notices are given and posted warnings have been placed when pesticide applications are scheduled;

3. Oversee pest prevention efforts;

4. Ensure identification and evaluation of pest situation;

5. Determine the means of appropriately managing pest damage that will cause the least possible hazard to people, property and the environment;

6. Ensure the proper use and application of pesticide applications when non-pesticide controls have been unsuccessful;

7. Evaluate pest management results;

8. Keep for at least four years following the application date, records of applied pesticides that include:

    a. A copy of the label;
    b. A copy of the Safety Data Sheet (SDS);
    c. The brand name and U.S. Environmental Protection Agency (USEPA) registration number of the product;
    d. The pest condition that prompted the application;
    e. The approximate amount and concentration of pesticide applied;
    f. The location and description of the area where the pesticide was applied;
    g. The type of application and whether the application was effective;
    h. The name(s) of the person(s) applying the pesticide;
    i. The pesticide applicator's license numbers and pesticide trainee or certificate numbers of the person applying the pesticide;
    j. The dates and times for the placement and removal of warning signs; and

k. Copies of all required notices given, including the dates the IPM Coordinator(s) gave the notices.

9. Respond to inquiries about the IPM plan and refer complainants to Board policy KL - Public Complaints; and

10. Conduct outreach to district staff about the district's IPM plan.

At least once every five years, the Board shall review the IPM plan, make any necessary updates and readopt the IPM plan.[4] The final IPM plan shall include the day, month and year the Board adopted or readopted the plan.

END OF POLICY

Legal Reference(s):

ORS 634.116 ORS 634.700 - 634.750

[4] For IPMs adopted prior to January 1, 2026, the Board shall review, update and readopt the IPM no later than January 1, 2027, or five years from the date of the most recent approval of the plan, whichever is later.

Date: October 5, 2026
Exhibit: 2627.58

Board Policy - First Read

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the September 21, 2026 Regular Board Meeting.

- GBA - Equal Employment Opportunity

Recommendation:

It is recommended that the Board of Directors approve the first read of the board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: GBA
Adopted:

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the district regardless of race[1], color, religion, sex, sexual orientation, gender identity, national origin, marital status, pregnancy, childbirth or a related medical condition, age, veterans' status, service in a uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The district administers preference in hiring or promotion decisions in accordance with Oregon law for applicants claiming preference as a veteran, disabled veteran, state servicemember or former state servicemember.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act and the Americans with Disabilities Act Amendments Act (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. 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 communicated to all students, parents of students and employees through handbooks and will be published on the district website.

The superintendent will develop other specific recruitment, interview and evaluation procedures necessary to implement this policy. These procedures will seek to provide an equal employment opportunity and eliminate the effects of past and present discrimination, intended or unintended, on the basis of race, religion, national origin, age, sex, marital status or physical or mental disabilities.

END OF POLICY

Legal Reference(s):

ORS 174.100
05
ORS 326.051
ORS 332.505
ORS 408.225 – 408.237
ORS 652.210 - 652.220
ORS 659.850
ORS 659A.003
ORS 659A.006
ORS 659A.009
ORS 659A.029
ORS 659A.030
ORS 659A.082
ORS 659A.109
ORS 659A.112
ORS 659A.147
ORS 659A.820

OAR 581-021-0045
OAR 581-022-2405
OAR 839-006-0435 - 0480

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2024).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (2024).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2024); 29 C.F.R Part 1626 (2025).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2024).

[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.

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2024).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (2024); 34 C.F.R. Part 104 (2025).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2024); 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/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12213 (2024); 29 C.F.R. Part 1630 (2025); 28 C.F.R. Part 35 (2025).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2024).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2024).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303, 4311 (2024).

Date: October 5, 2026
Exhibit: 2627.59

Board Policy - First Read

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the September 21, 2026 Regular Board Meeting.

- GBN/JBA - Sexual Harassment

Recommendation:

It is recommended that the Board of Directors approve the first read of the board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: GBN/JBA
Adopted:

Sexual Harassment

The district is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the district. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The district processes complaints or reports of sexual harassment under Oregon Revised Statute (ORS) 342.700 et. al. and federal Title IX laws found in Title 34 C.F.R. Part 106. Individual complaints may require both of these procedures, and may involve additional complaint procedures.

General Procedures

When information, a report or complaint regarding sexual harassment is received by the district, the district will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures should be processed simultaneously (*see* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure and GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure). The district may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures.

OREGON DEFINITION AND PROCEDURES

Oregon Definition

Sexual harassment of students, staff members or third parties[3] shall include:

1. A demand or request for sexual favors in exchange for benefits;

2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:

    a. Interferes with a student's educational activity or program;
    b. Interferes with a school or district staff member's ability to perform their job; or
    c. Creates an intimidating, offensive, or hostile environment.

3. Assault when sexual contact occurs without consent[4].

Sexual harassment does not include conduct that is necessary because of a job duty of a school or district staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the

[3] "Third party" means a person who is not a student or a school or district staff member and who is: 1) on or immediately adjacent to school grounds or district property; 2) at a school-sponsored activity or program; or 3) off school grounds or district property if a student or a school or district staff member acts toward the person in a manner that creates a hostile environment for the person while on school or district property, or at a school- or district-sponsored activity.

[4] "Without consent" means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

conduct is not the product of sexual intent or a person finding another person, or another person's actions, offensive because of that other person's sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual

's sexual behaviors in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

Oregon Procedures

Reports and complaints of sexual harassment should be made to the following individual(s):

Jim Crist, Superintendent at 541-736-0701 or jcrist@pleasanthill.k12.or.us

This individual is responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. This person is also designated as the Title IX coordinator. *See* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure.

Response

Any staff member who becomes aware of behavior that may violate this policy shall immediately report to a district official. The district official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

1. Student is protected and to promote a nonhostile learning environment;

2. Staff member is protected and to promote a nonhostile work environment; or

3. Third party who is subjected to the behavior is protected and to promote a nonhostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to report their concerns to district officials, this includes officials such as the principal, compliance officer or superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

Investigation

All reports and complaints about behavior that may violate this policy shall be investigated. The district may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;

2. Interviews with witnesses;

3. Review of video surveillance;

4. Review of written communications, including electronic communications;

5. Review of any physical evidence; and

6. Use of third-party investigator.

The district will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The district may take, but is not limited to, the following procedures and remedial action to address and stop sexual harassment:

1. Discipline of staff and students engaging in sexual harassment;

2. Removal of third parties engaged in sexual harassment;

3. Additional supervision in activities;

4. Additional controls for district electronic systems;

5. Trainings and education for staff and students; and

6. Increased notifications regarding district procedures and resources.

When a student or staff member is harassed by a third party, the district will consider the following:

1. Removing that third party's ability to contract or volunteer with the district, or be present on district property;

2. If the third party works for an entity that contracts with the district, communicating with the third party's employer;

3. If the third party is a student of another district or school, communicate information related to the incident to the other district or school;

4. Limiting attendance at district events; and

5. Providing for additional supervision, including law enforcement if necessary, at district events.

No Retaliation

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

1. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or

2. Any terms or conditions of employment or of work or educational environment of a school or district staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

Notices

When a person[10] who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the district shall provide written notification to the following:

1. Each reporting person;

2. If appropriate, any impacted person who is not a reporting person;

3. Each reported person; and

4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include[11]:

1. Name and contact information for all persons designated by the district to receive complaints;

2. The rights of the person that the notification is going to;

3. Information about the internal complaint processes available through the school or district that the person who filed the complaint may pursue, including the person designated for the school or district for receiving complaints and any timelines;

4. Notice that civil and criminal remedies that are not provided by the school or district may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;

5. Information about services available to the student or staff member through the school or district, including any counseling services, nursing services or peer advising;

6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;

7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:

    a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
    b. For the reported persons, information about and contact information for state and community-based mental health services.

8. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and

[10] Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the district should consider when to contact the person's parent.

[11] Remember confidentiality laws when providing any information.

9. Prohibition of retaliation.

The notice must:

1. Be written in plain language that is easy to understand;

2. Use print that is of a color, size and font that allows the notification to be easily read; and

3. Be made available to students, students' parents, staff members and member of the public at each office, at the district office and on the website of the school or district.

Additionally, notice must be provided to the person who initiated the complaint and, if applicable, the person's parents, when an investigation is initiated and when it is concluded. The notification at the conclusion of the investigation must include whether a violation of the policy was found to have occurred, to the extent allowable under state and federal student confidentiality laws.

Oregon Department of Education (ODE) Support

The ODE will provide technical assistance and training upon request.

FEDERAL DEFINITION AND PROCEDURES

Federal Definition

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity[12];

3. "Sexual assault": an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;

4. "Dating violence": violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship;

5. "Domestic violence": felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction; or

[12] "Education program or activity" includes locations, events, or circumstances over which the recipient exercised substantial control over both the respondent and the context in which the sexual harassment occurs." (Title 34 C.F.R. § 106.44(a))

6. "Stalking": engaging in a course of conduct directed at a specific person that would cause a reasonable person fear for the person's own safety or the safety of others, or suffer substantial emotional distress.

This definition only applies to sex discrimination occurring against a person who is a subject of this policy in the United States. A district's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX.

Federal Procedures

The district will adopt and publish grievance procedures that provide for the prompt and equitable resolution of the student and employee complaints alleging any action that would be prohibited by this policy. *See* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure.

Reporting

Any person may report sexual harassment. This report may be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the Title IX coordinator receiving the person's verbal or written report. The report can be made at any time.

Jim Crist is designated as the Title IX coordinator and can be contacted at 541-736-0701. The Title IX coordinator will coordinate the district's efforts to comply with its responsibilities related to this AR. The district prominently will display the contact information for the Title IX coordinator on the district website and in each handbook.

Response

The district will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.[14] The district shall treat complainants and respondents equitably by providing supportive measures[15] to the complainant and by following a grievance procedure[16] prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX coordinator is responsible for coordinating the effective implementation of supportive measures.

The Title IX coordinator must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes, with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.[17]

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[14] (Title 34 C.F.R. § 106.44(a)) Response cannot be deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

[15] (Title 34 C.F.R. § 106.44(a)) Supportive measures means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment.[15] The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures. (Title 34 C.F.R. § 99.30(a))

[16] This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

[17] The Title IX coordinator may also discuss that the Title IX coordinator has the ability to file a formal complaint.

If after an individualized safety and risk analysis, it is determined that there is an immediate threat to the physical health or safety of any person, an emergency removal of the respondent can take place.[18] The district must provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. A non-student employee may also be placed on non-disciplinary administrative leave pending the grievance process.

Notice

The district shall provide notice to all applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the following:

1. The name or title, office address, electronic mail address, and telephone number of the Title IX coordinator(s);

2. That the district does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX. This includes admissions and employment; and

3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the district will respond.

Inquiries about the application to Title IX and its requirements may be referred to the Title IX coordinator or the Assistant Secretary[19], or both.

No Retaliation

Neither the district or any person may retaliate[20] against an individual for reporting, testifying, providing evidence, being a complainant, otherwise participating or refusing to participate in any investigation or process in accordance with this procedure. The district must keep confidential the identity of parties and participating persons, except as disclosure is allowed under Family Educational Rights and Privacy Act (FERPA), as required by law, or to carry out the proceedings herein. Complaints of retaliation may be filed using these procedures.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding does not constitute retaliation.

Publication

This policy shall be made available to students, parents of students and staff members. This policy and contact information for the Title IX coordinator shall be prominently published in the school student handbook and on the district website. This policy shall also be made available at each school office and at the district office. The district shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any person upon request.

END OF POLICY

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[18] The district may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))

[19] Of the United Stated Department of Education.

[20] Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

Legal Reference(s):

ORS 243.706
ORS 332.107
ORS 342.700
ORS 342.704
ORS 342.708
ORS 342.850
ORS 342.865
ORS 659.850
ORS 659A.006
ORS 659A.029
ORS 659A.030
OAR 581-021-0038
OAR 584-020-0040
OAR 584-020-0041

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).
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 (2020).
Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Gebser v. Lago Vista Indep. Sch. Dist., 524 U.S. 274 (1998).

Date: October 5, 2026
Exhibit: 2627.60

Board Policy - First Read

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the September 21, 2026 Regular Board Meeting.

- JBA/GBN - Sexual Harassment

Recommendation:

It is recommended that the Board of Directors approve the first read of the board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: JBA/GBN
Adopted:

Sexual Harassment

The district is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the district. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The district processes complaints or reports of sexual harassment under Oregon Revised Statute (ORS) 342.700 et. al. and federal Title IX laws found in Title 34 C.F.R. Part 106. Individual complaints may require both of these procedures, and may involve additional complaint procedures.

General Procedures

When information, a report or complaint regarding sexual harassment is received by the district, the district will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures should be processed simultaneously (*see* JBA/GBN-AR(1) - Sexual Harassment Complaint Procedure and JBA/GBN-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure). The district may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures.

OREGON DEFINITION AND PROCEDURES

Oregon Definition

Sexual harassment of students, staff members or third parties[3] shall include:

1. A demand or request for sexual favors in exchange for benefits;

2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:

    a. Interferes with a student's educational activity or program;
    b. Interferes with a school or district staff member's ability to perform their job; or
    c. Creates an intimidating, offensive, or hostile environment.

3. Assault when sexual contact occurs without consent[4].

[3] "Third party" means a person who is not a student or a school or district staff member and who is: 1) on or immediately adjacent to school grounds or district property; 2) at a school-sponsored activity or program; or 3) off school grounds or district property if a student or a school or district staff member acts toward the person in a manner that creates a hostile environment for the person while on school or district property, or at a school- or district-sponsored activity.

[4] "Without consent" means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

Sexual harassment does not include conduct that is necessary because of a job duty of a school or district staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the conduct is not the product of sexual intent or a person finding another person, or another person's actions, offensive because of that other person's sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual

's sexual behaviors in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

Oregon Procedures

Reports and complaints of sexual harassment should be made to the following individual(s):

Jim Crist, Superintendent at 541-736-0701 or jcrist@pleasanthill.k12.or.us

This individual is responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. This person is also designated as the Title IX coordinator. *See* JBA/GBN-AR(1) - Sexual Harassment Complaint Procedure.

Response

Any staff member who becomes aware of behavior that may violate this policy shall immediately report to a district official. The district official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

1. Student is protected and to promote a nonhostile learning environment;

2. Staff member is protected and to promote a nonhostile work environment; or

3. Third party who is subjected to the behavior is protected and to promote a nonhostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to report their concerns to district officials, this includes officials such as the principal, compliance officer or superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

Investigation

All reports and complaints about behavior that may violate this policy shall be investigated. The district may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;

2. Interviews with witnesses;

3. Review of video surveillance;

4. Review of written communications, including electronic communications;

5. Review of any physical evidence; and

6. Use of third-party investigator.

The district will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The district may take, but is not limited to, the following procedures and remedial action to address and stop sexual harassment:

1. Discipline of staff and students engaging in sexual harassment;

2. Removal of third parties engaged in sexual harassment;

3. Additional supervision in activities;

4. Additional controls for district electronic systems;

5. Trainings and education for staff and students; and

6. Increased notifications regarding district procedures and resources.

When a student or staff member is harassed by a third party, the district will consider the following:

1. Removing that third party's ability to contract or volunteer with the district, or be present on district property;

2. If the third party works for an entity that contracts with the district, communicating with the third party's employer;

3. If the third party is a student of another district or school, communicate information related to the incident to the other district or school;

4. Limiting attendance at district events; and

5. Providing for additional supervision, including law enforcement if necessary, at district events.

No Retaliation

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

1. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or

2. Any terms or conditions of employment or of work or educational environment of a school or district staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

Notices

When a person[10] who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the district shall provide written notification to the following:

1. Each reporting person;

2. If appropriate, any impacted person who is not a reporting person;

3. Each reported person; and

4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include[11]:

1. Name and contact information for all persons designated by the district to receive complaints;

2. The rights of the person that the notification is going to;

3. Information about the internal complaint processes available through the school or district that the person who filed the complaint may pursue, including the person designated for the school or district for receiving complaints and any timelines;

4. Notice that civil and criminal remedies that are not provided by the school or district may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;

5. Information about services available to the student or staff member through the school or district, including any counseling services, nursing services or peer advising;

6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;

[10] Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the district should consider when to contact the person's parent.

[11] Remember confidentiality laws when providing any information.

7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:

    a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
    b. For the reported persons, information about and contact information for state and community-based mental health services.

8. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and

9. Prohibition of retaliation.

The notice must:

1. Be written in plain language that is easy to understand;

2. Use print that is of a color, size and font that allows the notification to be easily read; and

3. Be made available to students, students' parents, staff members and member of the public at each office, at the district office and on the website of the school or district.

Additionally, notice must be provided to the person who initiated the complaint and, if applicable, the person's parents, when an investigation is initiated and when it is concluded. The notification at the conclusion of the investigation must include whether a violation of the policy was found to have occurred, to the extent allowable under state and federal student confidentiality laws.

Oregon Department of Education (ODE) Support

The ODE will provide technical assistance and training upon request.

FEDERAL DEFINITION AND PROCEDURES

Federal Definition

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity[12];

3. "Sexual assault": an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;

4. "Dating violence": violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship;

5. "Domestic violence": felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction; or

6. "Stalking": engaging in a course of conduct directed at a specific person that would cause a reasonable person fear for the person's own safety or the safety of others, or suffer substantial emotional distress.

This definition only applies to sex discrimination occurring against a person who is a subject of this policy in the United States. A district's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX.

Federal Procedures

The district will adopt and publish grievance procedures that provide for the prompt and equitable resolution of the student and employee complaints alleging any action that would be prohibited by this policy. *See* JBA/GBN-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure.

Reporting

Any person may report sexual harassment. This report may be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the Title IX coordinator receiving the person's verbal or written report. The report can be made at any time.

Jim Crist is designated as the Title IX coordinator and can be contacted at 541-736-0701. The Title IX coordinator will coordinate the district's efforts to comply with its responsibilities related to this policy. The district prominently will display the contact information for the Title IX coordinator on the district website and in each handbook.

Response

[12] "Education program or activity" includes locations, events, or circumstances over which the recipient exercised substantial control over both the respondent and the context in which the sexual harassment occurs." (Title 34 C.F.R. § 106.44(a))

The district will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.[14] The district shall treat complainants and respondents equitably by providing supportive measures[15] to the complainant and by following a grievance procedure[16] prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX coordinator is responsible for coordinating the effective implementation of supportive measures.

The Title IX coordinator must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes, with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.[17]

If after an individualized safety and risk analysis, it is determined that there is an immediate threat to the physical health or safety of any person, an emergency removal of the respondent can take place.[18] The district must provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. A non-student employee may also be placed on non-disciplinary administrative leave pending the grievance process.

Notice

The district shall provide notice to all applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the following:

1. The name or title, office address, electronic mail address, and telephone number of the Title IX coordinator(s);

2. That the district does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX. This includes admissions and employment; and

3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the district will respond.

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[14] (Title 34 C.F.R. § 106.44(a)) Response cannot be deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

[15] (Title 34 C.F.R. § 106.44(a)) Supportive measures means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment.[15] The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures. (Title 34 C.F.R. § 99.30(a))

[16] This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* JBA/GBN-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

[17] The Title IX coordinator may also discuss that the Title IX coordinator has the ability to file a formal complaint.

[18] The district may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))

Inquiries about the application to Title IX and its requirements may be referred to the Title IX coordinator or the Assistant Secretary[19], or both.

No Retaliation

Neither the district or any person may retaliate[20] against an individual for reporting, testifying, providing evidence, being a complainant, otherwise participating or refusing to participate in any investigation or process in accordance with this procedure. The district must keep confidential the identity of parties and participating persons, except as disclosure is allowed under Family Educational Rights and Privacy Act (FERPA), as required by law, or to carry out the proceedings herein. Complaints of retaliation may be filed using these procedures.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding does not constitute retaliation.

Publication

This policy shall be made available to students, parents of students and staff members. This policy and contact information for the Title IX coordinator shall be prominently published in the school student handbook and on the district website. This policy shall also be made available at each school office and at the district office. The district shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any person upon request.

END OF POLICY

Legal Reference(s):

ORS 243.706
ORS 332.107
ORS 342.700
ORS 342.704
ORS 342.708
ORS 342.850
ORS 342.865
ORS 659.850
ORS 659A.006
ORS 659A.029
ORS 659A.030

OAR 581-021-0038
OAR 584-020-0040
OAR 584-020-0041

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).
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 (2020).
Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Gebser v. Lago Vista Indep. Sch. Dist., 524 U.S. 274 (1998).

[19] Of the United Stated Department of Education.

[20] Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

Date: October 5, 2026
Exhibit: 2627.61

Board Policy - First Read

Relevant Data:

From time to time, changes in laws or operating practice requires changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to develop policy for Pleasant Hill Schools

The following policy is presented for Board Approval as a first reading and review to reflect updated procedures in the district. This policy was reviewed at the September 21, 2026 Regular Board Meeting.

- GCBDD/GDBDD - Sick Time

Recommendation:

It is recommended that the Board of Directors approve the first read of the board policy.

Submitted and Recommended By:
Jim Crist
Superintendent

Pleasant Hill School District 1

Code: GCBDD/GDBDD
Adopted:

Sick Time *

"Employee" means an individual who renders personal services at a fixed rate to the district if the district either pays or agrees to pay for personal services or permits the individual to perform personal services. The definition does not include volunteers, independent contractors or others excluded by law.

Employees qualify to begin earning and accruing sick time on the first day of employment with the district and are eligible to use sick time beginning on the 91st calendar day of employment with the district and may use sick time as it is accrued.

The district employs 10 or more employees and therefore shall allow an eligible employee to access up to 40 hours of paid sick time per year. Paid sick time shall accrue at the rate of at least one hour of paid sick time for every 30 hours the employee works, or 1-1/3 hours for every 40 hours the employee works. Paid sick time of 40 hours shall be front-loaded to an employee at the beginning of each year.

The employee may carry up to 40 hours of unused sick time from one year to the subsequent year. An employee is limited to accruing no more than 80 hours of sick time and using no more than 40 hours of sick time in a year.

Sick time shall be taken in hourly increments and may be used for the employee's or a family member's[8] mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition, or need for preventive care, or for reasons consistent with qualifying Family and Medical Leave (FMLA), Paid Family and Medical Leave Insurance (PFMLI) or Oregon Family Leave (OFLA).

Sick time earned by an employee may also be used for the following reasons:

1. In the event of a public health emergency compliant with Oregon Revised Statute (ORS) 653.616;

2. To donate blood in connection with a voluntary program for the donation of blood that is approved or accredited by the American Association of Blood Banks or the American Red Cross; or

3. For leave to address domestic violence, harassment, sexual assault, bias, or stalking under ORS 659A.272 (safe leave).

When sick time is used to care for, or to deal with the death of, an individual related by blood or affinity whose close association with the district employee is the equivalent of a family relationship, the district requires an attestation form signed and submitted by the employee.

The use of sick time may not lead to, or result in, an adverse employment action against the employee.

[8] "Family member" is defined in OAR 839-007-0000.

The district reserves the right, after an employee uses sick time for more than five consecutive scheduled workdays, to require verification or certification in accordance with law of the need for the sick time, including a medical verification or certification[11] paid for by the district. If an employee fails to provide verification or certification or fails to provide other evidence as required by the district, the employee shall be subject to appropriate disciplinary action, up to and including dismissal.

When the reason for sick time is consistent with FMLA, PFMLI or OFLA leave, sick time leave and qualifying FMLA, PFMLI or OFLA leave may run concurrently.

When the reason for sick time is consistent with ORS 332.507, sick time leave and leave pursuant to ORS 332.507 may run concurrently.

If the reason for sick time is a foreseeable absence, the district requires an employee to provide advance notice of the intention to use sick time 10 days prior to when the requested sick time is to begin or as soon as otherwise practicable. When an employee uses sick time for a foreseeable absence, the employee shall take reasonable effort to schedule the sick time in a manner that does not unduly disrupt the operations of the district (e.g., grading deadlines, inservice training, mandatory meetings). The district may discipline an employee if the employee fails to make a reasonable effort to schedule leave in a manner that does not unduly disrupt the operations of the district.

If the reason for sick time is unforeseeable, such as an emergency, accident or sudden illness, the employee shall notify the district consistent with the reporting time established by the district, or when circumstances prevent the employee from providing notice as required, as soon as practicable.

The district may discipline an employee for violating workplace policies and procedures if the employee fails to provide notice as required.

The district shall establish a standard process to track the eligibility for sick time of a substitute.

END OF POLICY

Legal Reference(s):

ORS 332.507
ORS 342.545
ORS 342.610
ORS 653.601 - 653.661
ORS 659A.150 - 659A.186
OAR 839-007-0020 – 007-0065

Americans with Disabilities Act/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12213 (2024); 29 C.F.R. Part 1630 (2025); 28 C.F.R. Part 35 (2025).
Family and Medical Leave Act, 29 U.S.C. §§ 2601-2654 (2024); Family and Medical Leave Act, 29 C.F.R. Part 825 (2025).

[11] In the case of need for leave under ORS 659A.272, the district may not require the verification or certification to explain the nature of the illness or details related to the domestic violence, sexual assault, harassment, bias, or stalking, which necessitates the use of sick time.

Pleasant Hill School District 1

Code: IICC
Adopted: 7/87
Revised/Readopted: 1/10/00; 2/07/11; 11/20/17; 9/23/19; 1/13/20

Volunteers

Community patrons who voluntarily contribute their time and talents to the improvement and enrichment of the public schools' instructional and other programs are valuable assets. The Board encourages constructive participation of groups and individuals in the school to perform appropriate tasks during and after school hours under the direction and supervision of professional personnel.

[1]A volunteer authorized by the district for service into a position that allows direct, unsupervised contact with students shall undergo an in-state criminal records check. A volunteer allowed to have direct, unsupervised contact with students, in a position identified by the district as requiring a fingerprint-based criminal records check, shall undergo a state and national criminal records check based on fingerprints on an annual basis. This process may take three to six weeks to complete the background check to be approved as a volunteer. (See Board policy GCDA/GDDA – Criminal Records Checks and Fingerprinting and its accompanying administrative regulation.) A volunteer that will not likely have direct, unsupervised contact with students will not be required to undergo an in-state criminal records check.

A volunteer who knowingly makes a false statement, as determined by the district, on a district volunteer application form will be denied the ability to volunteer in the district.

Any electronic communications with students by a volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, volunteers shall use district e-mail using mailing lists and/or other internet messaging 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 volunteer for the district is strongly discouraged.

Nonexempt employees[2] may be permitted to volunteer to perform services for the district provided the volunteer activities do not involve the same or similar type of services[3] as the employee's regularly assigned duties. In the event a nonexempt employee volunteers to perform services for the district that are

[1] The district must make a determination on whether volunteer positions will or will not be allowed direct, unsupervised contact with students, and also decide if any of these volunteer positions will be identified by the district to require a criminal records check and fingerprinting. If the district allows volunteers direct, unsupervised contact with students, this language is required. Choose the appropriate bracketed options and align with bracketed language selections made in GCDA/GDDA and GCDA/GDDA-AR.

[2] There are three types of FLSA exemptions: those for executive, administrative and professional employees. Generally, employees who are exempt under the executive, administrative or professional exceptions must primarily perform executive, administrative or professional duties at least 50 percent of the employee's time.

[3] Instructional assistant duties are generally viewed to be the same type of service, supervising and instructing students, as coaching.

the same or similar as the employee's regularly assigned duties, the Board recognizes that under the Fair Labor Standards Act (FLSA), overtime or compensatory time must be provided.[4]

The administration is responsible for the recruitment, use, coordination and training of volunteers. These assignments will be carried out as directed or delegated by the superintendent. Every effort should be made to use volunteer resources in a manner which will ensure maximum contribution to the welfare and educational growth of students.

END OF POLICY

Legal Reference(s):

ORS Chapter 243	ORS 339.372	OAR 839-020-0005
ORS 326.607		
ORS 332.107	OAR 581-021-0510 – 021-0512	Senate Bill 155 (2019)

Fair Labor Standards Act of 1938, 29 U.S.C. §§ 206-207 (2012).

Cross Reference(s):

GCDA/GDDA - Criminal Records Checks and Fingerprinting

[4] Districts should review the use of non-exempt employees in extracurricular activity positions such as coaching, cheerleading advisors and other district-sponsored activities with legal counsel for FLSA district impact.

Pleasant Hill School District 1

Code: **KK**
Adopted: 1/10/00

Visitors to District Facilities**

The Board believes that a better understanding of our educational program and improved relationship between the schools and community can be developed through school and classroom visitations of parents and patrons. Such visitations should be encouraged, arranged and permitted within considerations of the requirements of the educational program, the orderly administration of the school, school grounds and classrooms and the safety and welfare of students.

The district is responsible for the schools' supervision and administration. To ensure that school work is not disrupted and that visitors are properly directed to the areas in which they are interested, all visitors to district facilities must report to the school office upon entering school property.

1. Teachers' work must not be impeded by interruption of visitors or by unreasonable demands on their time.

2. Visitors must not contact individual students except as authorized by the principal and/or teachers.

3. When in the interest of orderly educational programs and the safety of students it is determined by the principal that some specific visitor or visitors shall not be permitted to enter the school facilities, the principal shall do the following:

   a. Advise the person that he/she is refused admission and give that person an explanation for the refusal;
   b. If possible and appropriate, attempt to arrange alternative visitation of school facilities.

4. A visitor with permission to visit may be directed to leave when any teacher or administrator reasonably believes the visitor has engaged in physical violence, loud or disruptive speech or behavior, violation of a posted school rule or illegal conduct.

   A visitor may also be directed to leave by the staff member administratively in charge of the building if the visit would be disruptive to the educational program or school order; would impede the work of teachers through visitor's interruptions or unreasonable demands on teacher time; or if the visitor's course of conduct would conflict with Board policies, district or building regulations or would violate the law.

5. A direction to leave revokes any permission to visit or license to enter. Whenever possible, the direction should be given in writing or followed by written notice which identifies the issuer and gives a brief statement of the reason for the direction to leave. The principal's office should be notified of any direction to leave and given a copy of any written notice.

6. Those who insist on remaining despite a principal's request to leave and who thereby create a disruption of the carrying on of school business are subject to citizen's arrest and a report made to the Lane County Sheriff's Department. Failure to leave will render a visitor liable for criminal trespass pursuant to Oregon Revised Statutes.

7. Any visitor who believes that he/she has had a visit unfairly limited, may request a meeting with the superintendent. The latter shall meet promptly with the visitor, investigate the dispute and render a written decision. The superintendent's decision may be appealed to the Board.

8. Any visitor who commits a violent act or threatens to commit a violent act toward a student or staff member while on school grounds, at a school sponsored event or on the way to and from school, shall be reported immediately to the principal and superintendent. The superintendent shall immediately contact any students involved.

END OF POLICY

Legal Reference(s):

ORS 164.245
ORS 164.255
ORS 166.025
ORS 166.155 - 166.165
ORS 332.107

Cross Reference(s):

BG - Board-Staff Communications

25-26 Integrated Programs Annual Report Presentation

Pleasant Hill School District #1

Annual Reporting Requirements

- ODE's annual report includes, among other things, two narrative questions that are required to be presented to the school board.

- Throughout the year, grant recipients have been asked to report expenditures and report on progress markers which will help inform overall progress on the annual report.

SIA Annual Report Requirements

- SIA recipients are required by statute to:
  - review their own progress on an annual basis through an annual progress report and financial audit
  - present their annual report to their governing board at an open meeting with opportunity for public comment (cannot be consent agenda item),
  - and post the report to the district or charter school website.
- If grantee set LPGTs and LOM:
  - In Year 1 of biennium: Affirm progress has been reviewed towards meeting the LPGTs in the grant agreement (Assurance)

Annual Report Narrative #1

As you review your progress markers/overall reflection responses and reflect on plan implementation, how do you see your progress contributing to the Outcomes and Strategies in your plan and your Longitudinal Performance Growth Targets (LPGT)/Local Optional Metrics (LOM)?

Discuss at least one Outcome where you have seen progress in implementation.

Within our Integrated Programs framework, we have observed significant, measurable progress toward the outcome: "PHSD will increase high-quality, well-rounded learning time and implement a system of academic supports." Specifically, our advancement centers on establishing and leveraging an Early Warning Indicator System driven by interim assessment data to inform continuous improvement at every level of our educational ecosystem.

Recognizing the necessity of data-informed decision-making, our district proactively adopted the STAR Assessment System across grades K–12 prior to mandates from the Oregon Department of Education (ODE). To build sustainable capacity around this initiative, we dedicated strategic resources to hire a dedicated Instructional Coach. This targeted investment has institutionalized a rigorous, universal screening cadence, ensuring that real-time, actionable data is consistently accessible to classroom teachers, collaborative data teams, and administrative leadership.

Annual Report Narrative #1 continued

The strategic integration of this interim assessment data has transformed operational and instructional practice across three primary tiers:

- **Classroom Level**: Educators utilize granular diagnostic data to tailor daily instruction, design targeted interventions, and implement appropriate scaffolded supports. This ensures that core instruction actively addresses specific skill gaps while maintaining high academic standards.
- **Building & Team Level**: Grade-level and professional learning community (PLC) data teams, comprising teachers, administrators, and school counselors, analyze longitudinal trends. This multi-disciplinary lens allows us to accurately diagnose root causes when a student demonstrates academic risk, differentiating whether low performance stems from instructional gaps, social-emotional distress, or external familial challenges.
- **District & Strategic Level**: Executive leadership and the school board leverage aggregated data to evaluate system-wide programming, guide resource allocation, and direct strategic planning. When data highlights persistent systemic needs, leadership can propose evidence-based policy adjustments or seek novel resources directly with the board.

Annual Report Narrative #1 continued

Ultimately, embedding a standardized interim assessment framework provides a more consistent and objective starting point for identifying student needs. Grounding our decision-making in objective data ensures a more equitable distribution of supports, holding us accountable to the distinct learning needs of every student and family we serve.

Annual Report Narrative #2

Where have you experienced barriers, challenges, or impediments to progress toward your Outcomes and Strategies in your plan that you could use support with?

Discuss at least one Outcome where you have seen challenges or barriers to implementation.

In pursuing our goal to enhance high-quality learning time and build a comprehensive Multi-Tiered System of Supports (MTSS), our primary impediment has been fiscal constraints. As a small-to-mid-sized school district, our foundational budget lacks the flexibility to fund large-scale professional development initiatives without compromising other operational needs.

Specifically, we identified the Oregon Response to Intervention (RTI) conference in Eugene as a critical opportunity to build a shared foundation of knowledge across a broad team of educators. Aligning staff under a unified system of academic supports requires collective training to ensure fidelity in implementation. However, the costs, approximately $500 per registration, compounded by substitute teacher coverage, presented a prohibitive financial barrier that temporarily stalled our progress toward this strategy.

Annual Report Narrative #2 continued

To overcome this barrier, district leadership proactively sought alternative funding sources. We successfully applied for and secured a grant through United Way, which fully covered registration and travel costs for a large district team to attend the conference.

Attending the event provided our educators with a baseline understanding of MTSS best practices. Capitalizing on this momentum, we successfully applied to join the newest Oregon RTI project cadre at no additional cost. Entering this training cohort allows us to receive ongoing, high-quality technical assistance and professional development, effectively launching the district-wide implementation we had previously been unable to resource.

Annual Report Narrative #2 continued

While we successfully leveraged external funding to resolve this immediate challenge, our experience highlights a structural vulnerability: our progress remains heavily reliant on one-time competitive grants. To ensure the long-term sustainability of our academic support systems and to scale future initiatives under this outcome, we require continued guidance and flexible funding options from the Oregon Department of Education (ODE), alongside additional regional grant opportunities. Sustained support will help prevent future financial bottlenecks as our staff moves from initial training to full-scale program integration.

Thank You

Thank you to our school board for supporting the new initiatives the last couple of years. That investment has allowed us to make these changes that are supporting our students and community best. We look forward to seeing how this pays of longitudinally.

Pleasant Hill School District

2025-26 State Assessment Report

The 2025-26 state assessment results provide Pleasant Hill School District with a more complete picture of student performance than in the prior year due to a significant increase in student participation.

District participation increased in all three assessed areas:

Subject	2024-25 Participation	2025-26 Participation	Change
English Language Arts	85.7%	94.7%	**+9.0**
Mathematics	78.5%	94.6%	**+16.1**
Science	76.6%	99.5%	**+22.9**

This increase in participation is important when reviewing year-to-year proficiency results. The 2025-26 results include a larger and more representative percentage of our students, particularly at the high school level.

Districtwide Proficiency Comparison

Subject	2024-25	2025-26	Improvement / Decline
English Language Arts	35.2%	37.5%	**+2.3**
Mathematics	35.3%	31.0%	**-4.3**
Science	31.6%	18.8%	**-12.8**

English Language Arts

ELA proficiency improved districtwide by **2.3 percentage points**, while participation increased by **9.0 percentage points**.

Grade	2024-25	2025-26	Change
Grade 3	42.5%	48.6%	**+6.1**
Grade 4	50.7%	52.8%	**+2.1**
Grade 5	47.4%	46.6%	**-0.8**
Grade 6	33.3%	34.2%	**+0.9**
Grade 7	22.2%	32.9%	**+10.7**
Grade 8	27.9%	22.2%	**-5.7**

Grade	2024-25	2025-26	Change
Grade 11	<5%	21.0%	**Improved**

Five of the seven tested grade levels improved. Grades 3 and 7 showed particularly strong gains, while Grade 8 declined and remains an area for continued attention.

Mathematics

Districtwide mathematics proficiency declined by **4.3 percentage points**; however, participation increased substantially from **78.5% to 94.6%**.

Grade	2024-25	2025-26	Change
Grade 3	50.0%	51.4%	**+1.4**
Grade 4	43.7%	45.8%	**+2.1**
Grade 5	33.3%	35.6%	**+2.3**
Grade 6	33.3%	31.6%	**-1.7**
Grade 7	27.7%	23.9%	**-3.8**
Grade 8	21.9%	17.2%	**-4.7**
Grade 11	—	<5%	—

The districtwide mathematics result requires additional context. In 2024-25, district mathematics participation was 78.5%. In 2025-26, participation increased to 94.6%, with a significant portion of that increase coming from Grade 11 students.

When comparing the same tested grade levels, Grades 3-8, mathematics proficiency remained relatively stable:

Grades 3-8 Comparison	2024-25	2025-26	Change
Mathematics Proficiency	35.3%	34.6%	**-0.7**

The reported districtwide decline therefore reflects, in part, the addition of substantially more Grade 11 students to the tested population, where proficiency remained below 5%.

At the elementary level, Grades 3, 4, and 5 all improved. Secondary mathematics continues to be an area of instructional focus.

Science

Science participation increased dramatically from **76.6% to 99.5%**. Proficiency, however, declined across each tested grade level.

Grade	2024-25	2025-26	Change
Grade 5	40.0%	31.5%	**-8.5**
Grade 8	26.1%	16.7%	**-9.4**
Grade 11	21.4%	6.3%	**-15.1**

While substantially increased participation, particularly at Grade 11, contributed to the districtwide change, the decline across all three tested grade levels indicates that science is an area requiring additional instructional attention.

Overall Takeaways

The 2025-26 results should be considered through both student achievement and improved assessment participation.

Pleasant Hill increased participation to approximately 95% or higher across all three tested subject areas, providing a stronger and more representative baseline for future comparison.

Key results include:

- **ELA: +2.3 percentage points districtwide**
- **Mathematics: -4.3 percentage points districtwide**
- **Mathematics Grades 3-8 comparison: approximately -0.7 percentage points**
- **Science: -12.8 percentage points districtwide**
- Grades 3, 4, and 5 improved in mathematics.
- Five of seven tested grade levels improved in ELA.
- Secondary mathematics remains an area for continued focus.
- Science represents the clearest area for instructional review and improvement.

Maintaining the stronger participation rates achieved in 2025-26 will allow the district to make more meaningful year-to-year comparisons and better measure the impact of instructional improvement efforts.

Understanding State Assessment Proficiency

When we talk about the percentage of students who are “proficient” on the state assessment, it is important to understand what that number actually represents.

We begin with the Oregon grade-level standards. Those standards describe what students are expected to know and be able to do over the course of an entire school year.

For example, in fifth-grade mathematics, students are expected to do many different things. They work with fractions and decimals, solve problems involving multiplication and division, understand volume, work with data, and apply mathematical reasoning to real-world problems. Those expectations together make up a broad picture of fifth-grade mathematics.

The state assessment is then designed to measure a sample of that larger body of learning. It cannot ask a student every possible question associated with every standard. Instead, the state uses a testing blueprint that determines which areas will be represented and the types and complexity of questions students will encounter.

In mathematics, students complete two parts. One is a computer-adaptive test. As a student answers questions, the computer adjusts the difficulty of later questions based in part on those responses. The other is a performance task, where students are asked to apply mathematical thinking and problem-solving in a more involved situation.

Those responses are then combined to produce a scale score. The state establishes specific points on that scale, often called cut scores, that separate the scores into four achievement levels. Students whose scores fall into Levels 3 or 4 are reported as meeting or exceeding the state's proficiency standard. Students whose scores fall below that cut are reported as not meeting the proficiency standard on the state assessment.

That distinction is important.

If we report that 35% of students were proficient, it does **not** mean that the other 65% cannot do fifth-grade mathematics. It means that 35% scored at or above the state's established proficiency point on that particular assessment.

A student who finishes just below that cut score and a student who finishes just above it are placed in two different reporting categories, even though their actual knowledge and skills may be very similar. Assessment scores themselves also have a degree of measurement error, which is why an individual score is better understood as a range (needs additional data/information near the cut scores) rather than a perfectly precise measurement.

So we should take the state assessment seriously. It provides us with valuable information about our instructional system, areas of strength, and areas where students may need additional support.

But we also need to be careful about what we conclude from it.

For a student who scores below the state proficiency cut, we can appropriately say, “That student did not meet the state's proficiency standard on this assessment.”

What we cannot say based on that score alone is, “That student is not proficient in fifth-grade mathematics and is not ready for sixth-grade mathematics.”

That determination requires a much broader body of evidence, classroom performance, teacher assessment, interim and local assessments, student work, growth over time, and the student's demonstrated ability across the full range of grade-level standards.

The state assessment is an important measure. It is not the complete definition of what a student knows or whether that student is prepared to be successful in the next grade.