

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT 8R, HERMISTON**

**There will be a Regular Meeting of the
Board of Education of the Umatilla County School District 8R
at Hermiston School District Offices
Boardroom
305 S.W. 11th Street.
Hermiston, Oregon 97838
Monday, July 13, 2020, 6:30 PM**

**Briana Cortaberria
Executive Assistant to the
Superintendent and Board of Education**

AGENDA

- 1. CALL TO ORDER* (6:30 p.m.)** *Ms. Sherman*
- 2. INTRODUCTORY ITEMS (6:30 p.m.)** *Ms. Sherman*
 1. Pledge of Allegiance
 2. Election of Board Chair
 1. Passing of the Gavel
 3. Election of Board Vice Chair
 4. Election of Second Vice Chair
 5. Adoption of Agenda
 6. Approval of Minutes
- 3. COMMUNICATIONS AND ANNOUNCEMENTS (6:45 p.m.)**
 1. Public Comment*** *Chair*

Due to the COVID-19 state-wide restrictions and Governor Brown's "Stay Home, Save Lives" order, the Hermiston School District Board of Education accepted public comment in writing prior to this meeting.

Members of the community wishing to provide public comment submitted those statements via email to the district by 12:00 pm today. The submissions will now be read into the public record.
 2. Oregon School Employees Association *Ms. Larson*
 3. Hermiston Association of Teachers *Ms. Woodward*
- 4. REPORTS (6:55 p.m.)**
 1. Board of Education *Chair*
 2. Superintendent's Office *Dr. Mooney*
 1. 2020-21 Board Meeting Schedule
 2. 2020-21 Return to School Survey Results
 3. Business Office *Ms. Saul*
 1. Financial Reports
- 5. STUDY ITEMS (7:30 p.m.)**
 1. Review of Board Annual School Assignments
- 6. CONSENT ITEMS** (7:50 p.m.)**
 1. Human Resources Department

* Timing of agenda is not meant to be time specific. Instead the time identified is for pacing purposes only. The Board of Education may modify the agenda and the order in which items are taken for consideration.

** Consent agenda items are considered for action as an entire group. Details for these items are available for public inspection at the District Office.

*** Members of the public who wish to address the Board of Education should notify the Board Chairman or Superintendent prior to the meeting. The Board of Education normally accepts public comment only at its regularly scheduled meetings. Public comment is not normally accepted at Special Meetings/work sessions.

1. Personnel Appointments
2. Personnel Resignation
3. Extra Responsibility Contracts
2. Superintendent's Office
 1. Designation of Chief Administrative Officer/Clerk
 2. Designation of Business Manager/Deputy Clerk
 3. Designation of Budget Officer
 4. Designation of Depositories of School Funds
 5. Custodian of Funds
 6. Authorization of Facsimile Signature
 7. Determination of Borrowing Amount
 8. Authorization of Interfund Loan Funds
 9. Federal and State Grant Authorization
 10. Designation of Local Public Contract Review Board
 11. Determination of Fidelity Bond Amounts
 12. Substitute Teacher Rate of Pay
 13. Designation of Legal Counsel
 14. Designation of Financial Auditor
 15. Designation of Newspaper of Record
 16. Designation of Annuity Companies and Deferred Compensation Plan
 17. School Board Meeting Dates
 18. 2020-21 Organizational Chart
 19. Policy Review - Second Reading
3. Business Office
 1. Acceptance of Gifts

7. ACTION ITEMS (7:55 p.m.)

1. Board Member Committee Assignments
2. Travel Request

8. CALENDAR/FUTURE ITEMS (8:15 p.m.) *Ms. Cortaberria*

9. ADJOURN (8:20 p.m.)

The Hermiston School District Board of Education will meet virtually Monday, July 13. Due to the COVID-19 state-wide restrictions and Governor Brown's "Stay Home, Save Lives" order, the board will accept public comment in writing prior to the meeting.

Please email comments to communications@hermistonSD.org by 12 pm, July 13, for your comments to be part of the public record.

To access and listen to the meeting, dial 253-215-8782. The meeting ID is 943 3818 6976 and the password is 072571.

Thank you for your understanding. Stay healthy and safe.

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**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

2.0 INTRODUCTORY ITEMS

2.2 TOPIC: Election of Board Chair

It is recommended.

RECOMMENDATION:

. that the Board of Education approve (*insert name*) as chair of the Board of Education for the 2020-2021 school year.

Draft Motion: "I move that the Board of Education approve (*insert name*) as chair of the Board of Education for the 2020-2021 school year."

ORS 332.040

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

2.0 INTRODUCTORY ITEMS

2.3 TOPIC: Election of Board Vice Chair

It is recommended.

RECOMMENDATION:

. that the Board of Education approve (*insert name*) as vice chair of the Board of Education for the 2020-2021 school year.

Draft Motion: "I move that the Board of Education approve (*insert name*) as vice chair of the Board of Education for the 2020-2021 school year."

ORS 332.040

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

2.0 INTRODUCTORY ITEMS

2.4 TOPIC: Election of Board Second Vice Chair

It is recommended.

RECOMMENDATION:

. that the Board of Education approve (*insert name*) as second vice chair of the Board of Education for the 2020-2021 school year.

Draft Motion: "I move that the Board of Education approve (*insert name*) as second vice chair of the Board of Education for the 2020-2021 school year."

ORS 332.040

bc

REGULAR MEETING
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
June 8, 2020

1 CALL TO ORDER BUDGET HEARING

Chair Karen Sherman called to order the 2020-21 Budget Hearing, at 6:32 p.m.

Hermiston School Board members present: Ms. Karen Sherman, Ms. Ginny Holthus, Mr. Josh Goller, Ms. Bonnie Luisi, Mr. Bryan Medelez, and Mr. Brent Pitney

Also in attendance were: Superintendent of Schools Dr. Tricia Mooney, Director of Business Services Katie Saul, and Executive Assistant to the Superintendent and Board Briana Cortaberra

Absent members: Mr. Mark Gomolski

2 BUDGET HEARING

Ms. Sherman read the public comment guidelines for the budget hearing.

No one submitted comments to the board.

3 ADJOURN BUDGET HEARING

Hearing no public comments, Chair Sherman closed the budget hearing at 6:33 p.m.

4 CALL TO ORDER REGULAR MEETING

Chair Sherman called the Board Regular Meeting to order at 6:33 p.m.

5 INTRODUCTORY ITEMS

5.1 Pledge of Allegiance

Chair Sherman led everyone in the Pledge of Allegiance.

5.2 Adoption of Agenda

Dr. Mooney noted an updated personnel report in the Consent agenda.

5.3 Approval of Minutes

Regular Meeting, May 11, 2020 – A motion was made by Ms. Luisi, seconded by Mr. Pitney and passed 6-0, that the Board of Education approves the minutes of the regular meeting held on May 11, 2020.

6 COMMUNICATIONS AND ANNOUNCEMENTS

6.1 Public Comments

Comments were received by noon this day for inclusion in the public record. Two submissions were provided to the board prior to the meeting, referencing post-COVID plans for school next fall and senior activities.

7 REPORTS

7.1 Board of Education

The Board members shared events and activities in which they participated or attended since the last Board meeting, highlighting graduation and senior recognition events, classified staff negotiations, and student school supply pick up.

7.2 Superintendent

Dr. Mooney reported to the board on graduation; summer meal offerings – delivery and onsite; the start of the 2020-2021 school year; the new elementary school naming process; and upcoming committee meetings.

7.2.1 Enrollment Report

Dr. Mooney provided the enrollment report as of May 29, 2020, which was static from the previous month.

7.3 Business Office

7.3.1 Financial Reports

Ms. Saul presented the revenue, expenditure, and ending fund balance forecast reports for April 2020, commenting on yellow revenue and expenditure reports, yielding a 14.93% EFB.

8 CONSENT ITEMS

A motion was made by Mr. Goller, seconded by Ms. Luisi, and passed 6-0 that the Board of Education approves consent items 8.1.1. through and including 8.2.3.

8.1 Human Resources Department

8.1.1 Personnel Appointment

Approve the hiring of the following employees:

Madison Barr Elementary	Grade 4 Teacher	Highland Hills
Caroline Basso Elementary	Grade 3 Teacher	Rocky Heights
Joel Boozer Elementary	Physical Education Teacher	Desert View
Karen Frenette Elementary	Title I Teacher	Desert View
Christopher Hampton	Special Education Facilitator	District Office
Sara Lomas Elementary	Grade 5 Teacher	Desert View
Taylor McElrea Elementary	Grade 4 Teacher	Rocky Heights
Amanda Pollick Elementary	Kindergarten Teacher	Desert View
Suzie Skirvin	Special Education Teacher	West Park Elementary

Shari Wick ELL Teacher Armand Larive Middle

8.1.2 Personnel Resignation

Approve the resignation of the following employees:

Pam Corey	Evaluation Specialist	District Office
Dustin Edwards	Maintenance	Maintenance Department
Kevin Hamblin	Grade 4 Teacher	Highland Hills Elementary
Dominique Hunter	Kindergarten Teacher	Sunset Elementary
Alejandra Maldonado	Home Liaison	District Office
Erin Martin	Science Teacher	Hermiston High School
Leonides Ornelas	Office Assistant	Armand Larive Middle
Elizabeth Radillo	Special Education Assistant	Hermiston High School
Amie Swanson	Custodian	Hermiston High School
Doug Tovey	Marketing Teacher	Hermiston High School

8.2 Business Office

8.2.1 Acceptance of Gifts

Accept the following gifts:

SCHOOL/PROG	GIFT	VALUE	DONOR
Hermiston School District	Lysol Spray		Walmart DC 6037
Hermiston School District	Toilet Paper Hand Soap		KCE Champions LLC
Armand Larive Middle School	Cash	\$48.00	YourCause
Armand Larive Middle School	Cash	\$512.00	YourCause
Sunset Elementary School	Cash	\$100.00	Oregon Education Association Foundation
Sandstone Middle School	Cash	\$140.00	YourCause
West Park Elementary School	Miscellaneous Raffle Items		Walmart
West Park Elementary School	Cash	\$42.39	Swire Coca-Cola USA

8.2.2 Budget Adjustment

Approve Resolution 19-20-09.

8.2.3 Beverage Services RFP 2020

Approve the beverage contract submitted by Swire Beverages, a division of Swire Coca-Cola USA, pursuant to Request for Proposal.

9 ACTION ITEMS

9.1 2020-21 Budget Adoption

A motion was made by Ms. Holthus and seconded by Mr. Goller to adopt the 2020-2021 budget as presented per Resolution #19-20-10.

The motion passed 6-0.

10 CALENDAR/FUTURE ITEMS

Ms. Cortaberra reviewed upcoming calendars.

11 ADJOURN

A motion was made by Ms. Holthus and seconded by Mr. Medelez to adjourn the meeting. The passed 6-0.

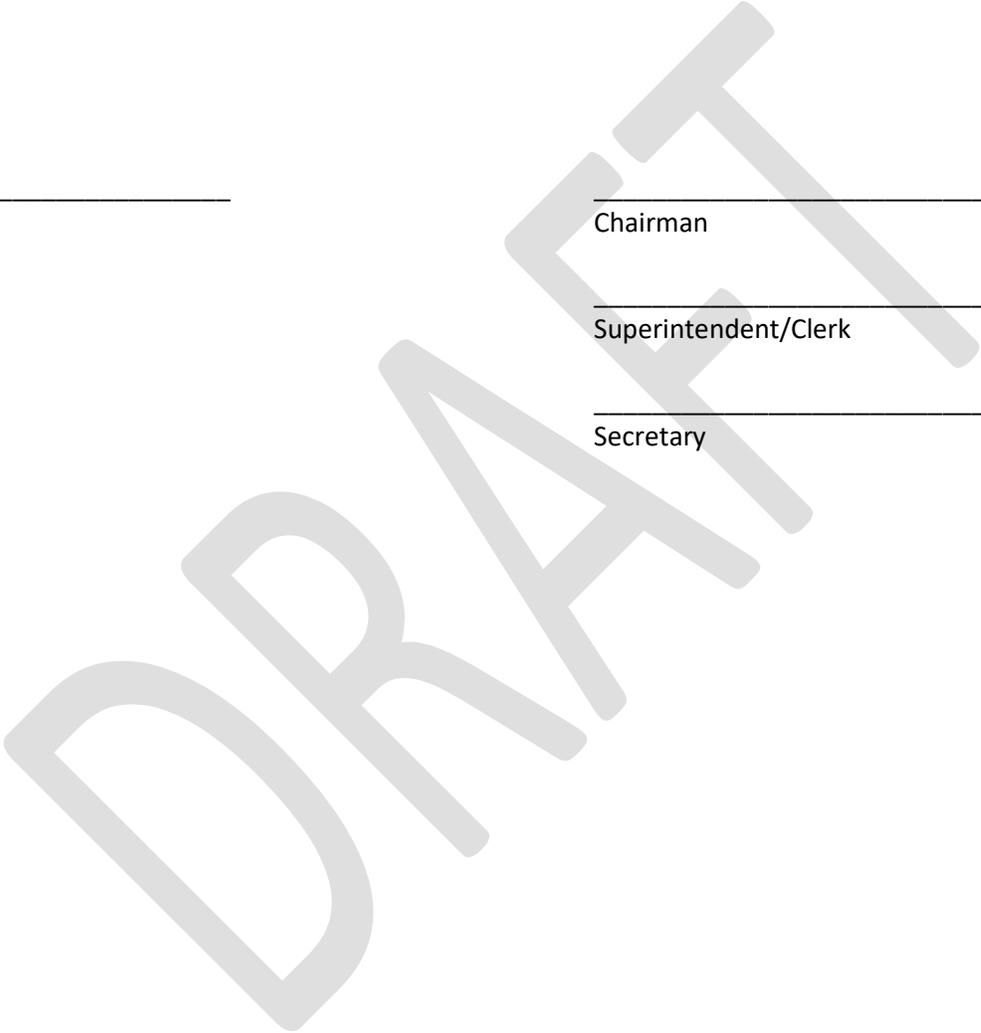
Chair Sherman adjourned the regular meeting at 7:03 p.m.

Date

Chairman

Superintendent/Clerk

Secretary



SPECIAL MEETING/WORK SESSION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
June 22, 2020

1 CALL TO ORDER

Chair Karen Sherman called the meeting to order at 6:30 p.m.

Hermiston School Board members present via Zoom video conference call: Ms. Karen Sherman, Mr. Josh Goller, Ms. Bonnie Luisi, Mr. Brent Pitney, Mr. Bryan Medelez, and Ms. Ginny Holthus

Also in attendance were: Superintendent of Schools Dr. Tricia Mooney, Director of Business Services Katie Saul, Director of Human Resources Jake Bacon, and Executive Assistant to the Superintendent and Board Briana Cortaberria

Absent member: Mr. Mark Gomolski

2 INTRODUCTORY ITEMS

2.1 Pledge of Allegiance

Chair Sherman led everyone in the Pledge of Allegiance.

2.2 Adoption of Agenda

Dr. Mooney stated an updated personnel appointment list and addition of two grant fund resolutions, to the consent agenda.

3 REPORTS

3.1 Board of Education

The board members spoke on activities and events in which they participated or attended, since the last board meeting, commenting on the quiet nature of things during the COVID-19 pandemic and thanked Dr. Mooney for the regular updates.

3.2 Superintendent's Office

Dr. Mooney commented on the Ready Schools, Safe Learners state plan and process to draft the HSD blueprint. It is Dr. Mooney's intent to share the district plan at the August board business meeting.

She also shared of a \$25,000 donation from Amazon Web Services, in partnership with Umatilla Electric Cooperative and Hermiston Energy Services, of which the district was just notified today. Dr. Mooney also commented on the new elementary school naming process.

4 CONSENT ITEMS

A motion was made by Mr. Goller, seconded by Ms. Holthus, and passed 6-0 that the Board of Education approves consent items 4.1.1. through and including 4.3.2.

4.1 Human Resources Department

4.1.1 Personnel Appointment

Approve the hiring of the following employees:

Jessenia Carrillo	Health Teacher	Hermiston High School
Gioanna Vargas Aguilar	ELL Teacher	Sandstone Middle
Jayne Finch	Evaluation Specialist	District Office
Denise Thornton	Marketing Teacher	Hermiston High School

4.1.2 Personnel Resignation

Approve the resignation of the following employees:

Cristina De Anda	ELL Teacher	Sandstone Middle School
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4.2 Superintendent's Office

4.2.1 Policy Review – First Reading

Adopt the list of policies under review, as included:

GBL	Personnel Records
GBLA	Disclosure of Information
GBN/JBA	Sexual Harassment
GBN/JBA-AR	Sexual Harassment Complaint Procedure
IGBAH-AR	Special Education – Evaluation and Eligibility Procedures**
JBA/GBN	Sexual Harassment
JBA/GBN-AR	Sexual Harassment Complaint Procedure
JHH	Student Suicide Prevention**

4.3 Business Office

4.3.1 Elementary and Secondary School Emergency Relief Fund 2019-2020

Approve Resolution 19-20-11.

4.3.2 Elementary and Secondary School Emergency Relief Fund 2020-2021

Approve Resolution 19-20-12.

5 ACTION ITEMS

5.1 Contract Ratification

Dr. Mooney introduced Director of Human Resources Jake Bacon, who outlined changes to the classified working agreement, noting full insurance coverage for staff working six or more hours a day and an increase to the salary schedule and cost of living allowance.

A motion was made by Ms. Holthus and seconded by Ms. Luisi to approve the tentative agreement reached on June 3, 2020, between Oregon School Employees Association Chapter 10 and the Board of Education bargaining teams and ratified by the association on June 12, 2020, as included.

The motion passed 6-0.

6 CALENDAR/FUTURE ITEMS

Ms. Cortaberria reviewed upcoming calendars.

7 ADJOURN

A motion was made by Ms. Holthus and seconded by Mr. Goller to adjourn the meeting. The motion passed 6-0.

Chair Sherman adjourned the regular meeting at 6:52 p.m.

Date

Chair

Superintendent/Clerk

Secretary to the Board

DRAFT

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

3.0 COMMUNICATIONS AND ANNOUNCEMENTS

3.1 TOPIC: Public Comment

Welcome. This is the time we reserve in our meeting for public comment.

Due to the COVID-19 state-wide restrictions and Governor Brown's "Stay Home, Save Lives" order, the Hermiston School District Board of Education accepted public comment in writing prior to this meeting.

Members of the community wishing to provide public comment submitted those statements via email to the district by 12:00 pm today. The submissions will now be read into the public record.

bc

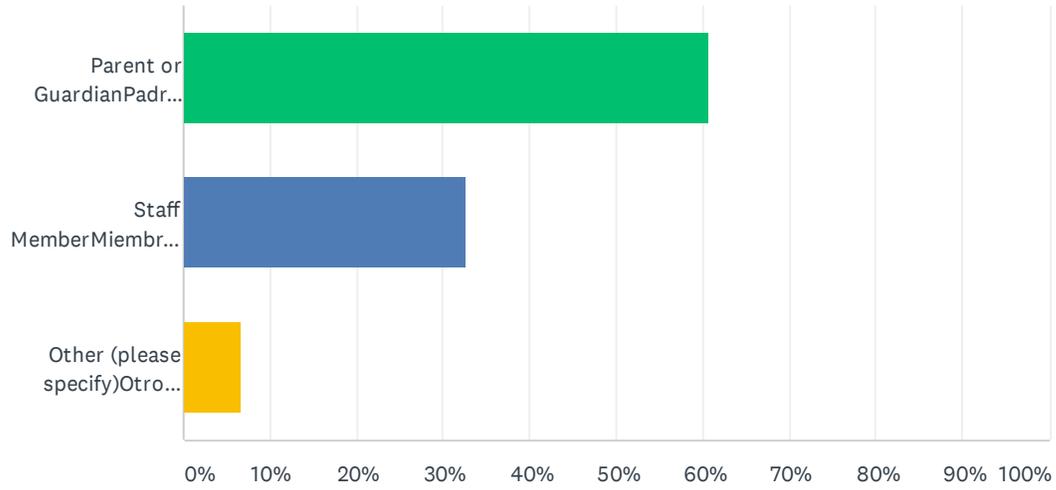
SCHEDULE OF SCHOOL BOARD MEETINGS 2020-2021

Regular meeting of the Board will occur on the following dates:
(Generally the 2nd Monday of the month at 6:30 p.m.)

DATE	MEETING	TIME	LOCATION
Monday, July 13, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, August 10, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, August 24, 2020	Special Meeting/ Work Session	6:30 PM	DO Boardroom
Monday, September 14, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, September 28, 2020	Special Meeting/ Work Session	6:30 PM	Rocky Heights Elementary School
Monday, October 12, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, October 26, 2020	Special Meeting/ Work Session	6:30 PM	Sandstone Middle School
Monday, November 9, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, November 23, 2020	Special Meeting/ Work Session	6:30 PM	Highland Hills Elementary School
Monday, December 14, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, January 11, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, January 25, 2021	Special Meeting/ Work Session	6:30 PM	Hermiston High School
Monday, February 8, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, February 22, 2021	Special Meeting/ Work Session	6:30 PM	Armand Larive Middle School
Monday, March 8, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, March 22, 2021	Special Meeting/ Work Session	6:30 PM	Desert View Elementary School
Monday, April 12, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, April 26, 2021	Special Meeting/ Work Session	6:30 PM	Sunset Elementary School
Monday, May 10, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, May 24, 2021	Special Meeting/ Work Session	6:30 PM	West Park Elementary School
Monday, June 14, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, June 28, 2021	Special Meeting/ Work Session	6:30 PM	DO Boardroom

Q1 What is your relationship to the district? ¿Cuál es su relación con el distrito?

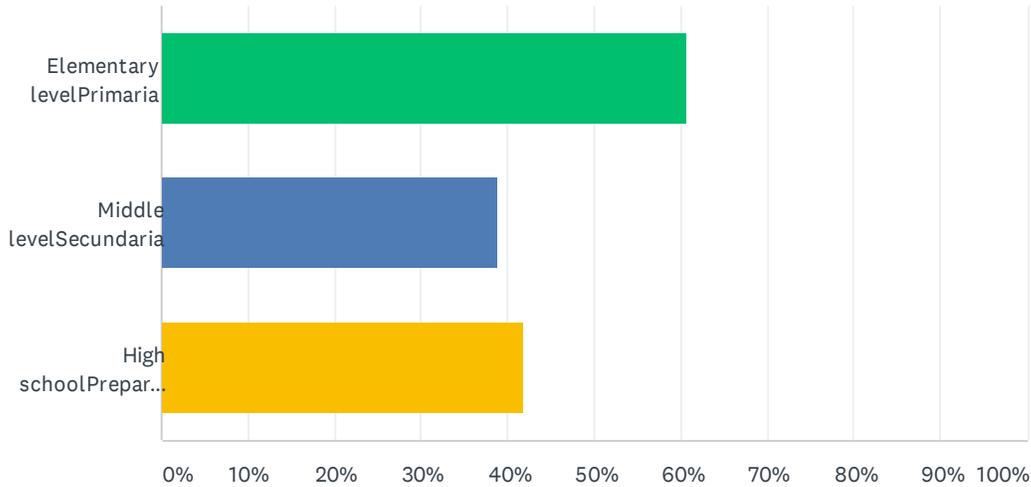
Answered: 998 Skipped: 1



ANSWER CHOICES	RESPONSES	
Parent or GuardianPadre o tutor	60.72%	606
Staff MemberMiembro del personal	32.67%	326
Other (please specify)Otro (especificar)	6.61%	66
TOTAL		998

Q2 Please select the grade levels(s) for the 2020-2021 school year for all students in your family. Please check all that apply. Seleccione los nivel(es) de grado para el año escolar 2020-2021 para todos los estudiantes de su familia. Por favor, marque todas las opciones que apliquen.

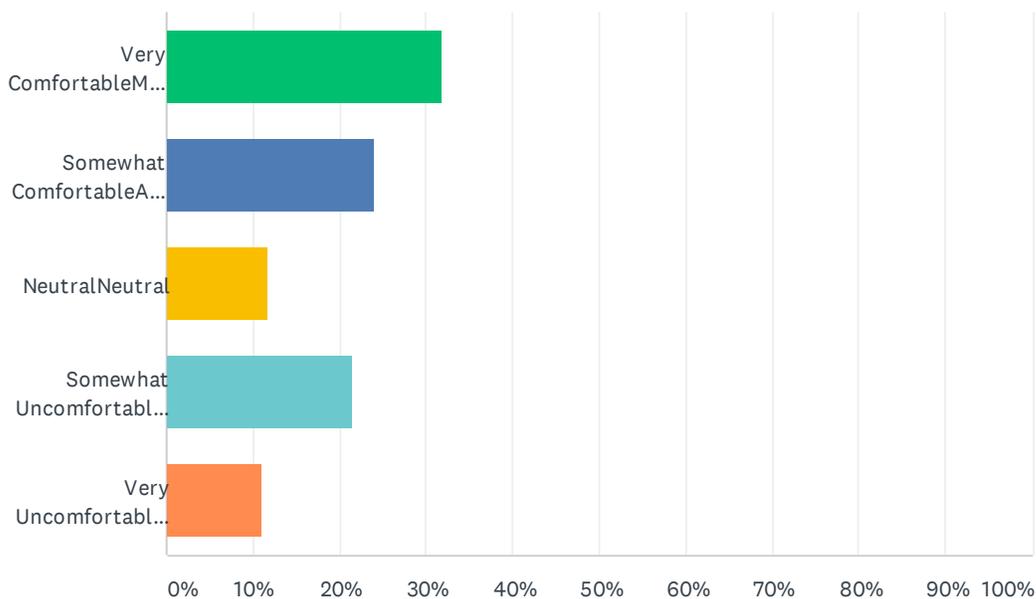
Answered: 962 Skipped: 37



ANSWER CHOICES	RESPONSES	
Elementary levelPrimaria	60.71%	584
Middle levelSecundaria	38.88%	374
High schoolPreparatoria	41.89%	403
Total Respondents: 962		

Q3 How comfortable are you with your student(s) returning to school this fall? ¿Qué tan cómodo está con la idea de que su(s) estudiante(s) regrese(n) a la escuela este otoño?

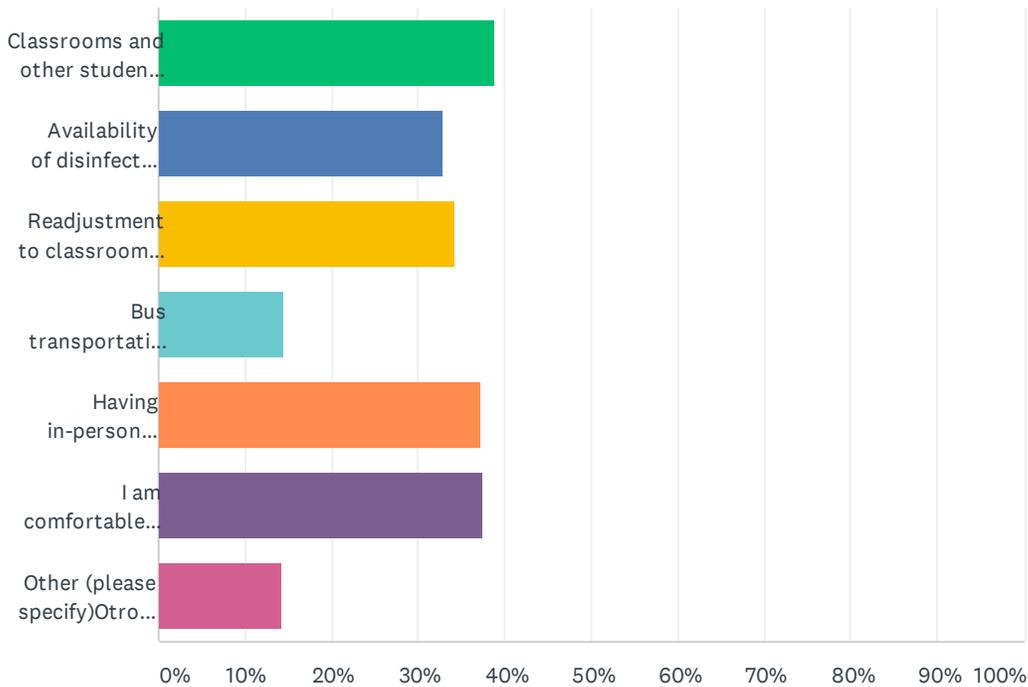
Answered: 992 Skipped: 7



ANSWER CHOICES	RESPONSES	
Very ComfortableMuy cómodo	31.75%	315
Somewhat ComfortableAlgo cómodo	23.99%	238
NeutralNeutral	11.79%	117
Somewhat UncomfortableAlgo incómodo	21.47%	213
Very UncomfortableMuy incómodo	10.99%	109
TOTAL		992

Q4 Which of the following are your primary concerns about returning to school? Please check all that apply. ¿Cuáles de las siguientes son sus principales preocupaciones acerca del regreso a la escuela? Por favor, marque todas las opciones que apliquen.

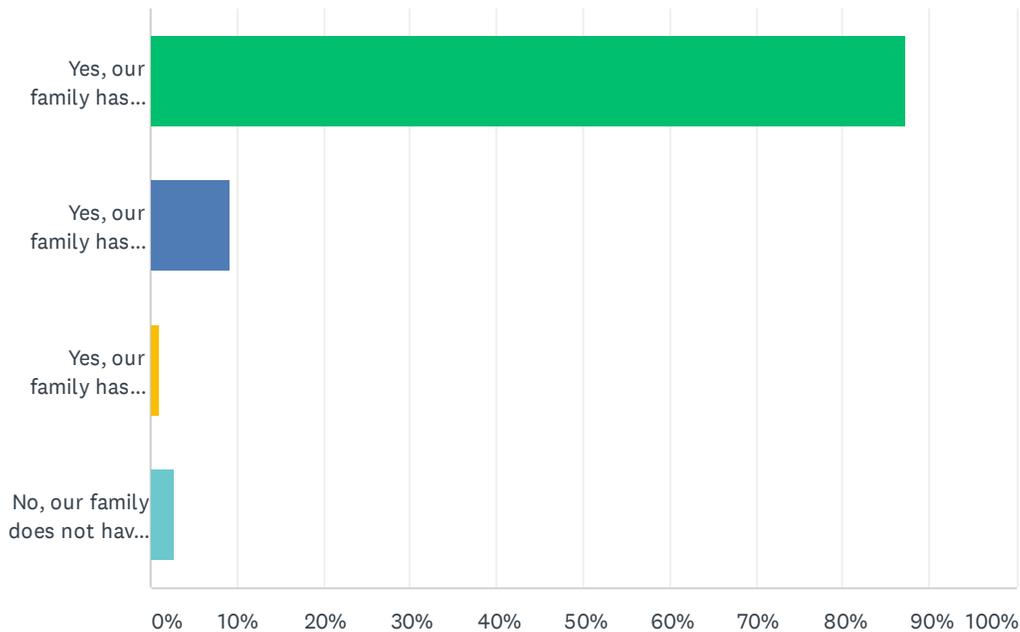
Answered: 995 Skipped: 4



ANSWER CHOICES	RESPONSES
Classrooms and other student gathering places not properly disinfected Los salones de clase y otros lugares donde se reunen los estudiantes no se desinfecten adecuadamente	38.89% 387
Availability of disinfecting materials or personal protective equipment La disponibilidad de productos desinfectantes o equipos de protección personal	32.86% 327
Readjustment to classroom or school life Reajuste de estar en un salón de clase o a la vida escolar	34.27% 341
Bus transportation to and from school Transporte en autobús hacia y desde la escuela	14.47% 144
Having in-person interactions with others Tener interacciones en persona con otros	37.19% 370
I am comfortable with my student(s) returning Me siento cómodo que mi(s) estudiante(s) regrese(n)	37.39% 372
Other (please specify) Otro (especificar)	14.17% 141
Total Respondents: 995	

Q5 In the event of another closure, HSD would like to know more about its students' access to tools for online learning. Does your home have access to home internet? En caso de otro cierre, HSD desea saber más sobre el acceso que sus estudiantes tienen a herramientas para el aprendizaje en línea. ¿Su domicilio tiene acceso al internet en su casa?

Answered: 988 Skipped: 11



ANSWER CHOICES	RESPONSES
Yes, our family has access to reliable home internet. Sí, nuestra familia tiene acceso confiable al internet en nuestra casa.	87.15% 861
Yes, our family has access to home internet, but it is spotty or unreliable. Sí, nuestra familia tiene acceso al internet en casa, pero es irregular o poco confiable.	9.21% 91
Yes, our family has access to home internet through mobile hotspots. Sí, nuestra familia tiene acceso a Internet en casa a través de puntos de acceso móviles (hotspots).	1.01% 10
No, our family does not have access to home internet. No, nuestra familia no tiene acceso al internet en casa.	2.63% 26
TOTAL	988

Q6 Are there any concerns or questions you would like us to address in future surveys or communications about the next school year? ¿Hay alguna inquietud o pregunta que le gustaría que abordemos en futuras encuestas o comunicaciones con relación al próximo año escolar?

Answered: 386 Skipped: 613

GENERAL FUND REVENUE DATA ENTRY REPORT

MONTH	TAXES	INTST/FEES	INTER	STATE SSF	STATE OTH	FEDERAL	OTHER	TOTAL PROJ.	TOTAL ACT.	VARIANCE
JUL PRO	\$ -	\$ 48,078	\$ 169,995	\$ 8,313,990	\$ -	\$ -	\$ -	\$ 8,532,063		\$ (155,741) -1.83%
JUL ACT	\$ -	\$ 62,332	\$ -	\$ 8,313,990	\$ -	\$ -	\$ -	\$ -	\$ 8,376,322	\$ (155,741) YTD
AUG PRO	\$ 34,368	\$ 72,746	\$ 84,997	\$ 4,155,997	\$ 17,978	\$ -	\$ -	\$ 4,366,086		\$ 165,789 3.80%
AUG ACT	\$ 43,833	\$ 74,486	\$ 259,056	\$ 4,154,501	\$ -	\$ -	\$ -		\$ 4,531,875	\$ 10,047 YTD
SEP PRO	\$ 42,580	\$ 73,523	\$ 84,997	\$ 4,155,997	\$ -	\$ -	\$ -	\$ 4,357,097		\$ 34,609 0.79%
SEP ACT	\$ 18,541	\$ 115,646	\$ 103,019	\$ 4,154,501	\$ -	\$ -	\$ -		\$ 4,391,706	\$ 44,656 YTD
OCT PRO	\$ 466,779	\$ 78,364	\$ 84,997	\$ 4,155,997	\$ -	\$ -	\$ -	\$ 4,786,137		\$ (311,746) -6.51%
OCT ACT	\$ 83,036	\$ 113,914	\$ 103,019	\$ 4,154,501	\$ 19,923	\$ -	\$ -		\$ 4,474,392	\$ (267,089) YTD
NOV PRO	\$ 7,557,423	\$ 59,287	\$ 84,997	\$ 4,155,997	\$ -	\$ -	\$ -	\$ 11,857,704		\$ 1,051,549 8.87%
NOV ACT	\$ 8,577,531	\$ 74,202	\$ 103,019	\$ 4,154,501	\$ -	\$ -	\$ -		\$ 12,909,253	\$ 784,460 YTD
DEC PRO	\$ 100,391	\$ 89,148	\$ 1,304,377	\$ 4,155,997	\$ -	\$ -	\$ -	\$ 5,649,913		\$ 58,311 1.03%
DEC ACT	\$ 161,699	\$ 87,647	\$ 1,304,377	\$ 4,154,501	\$ -	\$ -	\$ -		\$ 5,708,224	\$ 842,771 YTD
JAN PRO	\$ 101,424	\$ 97,291	\$ 268,019	\$ 4,155,997	\$ 274,188	\$ 8,400	\$ -	\$ 4,905,319		\$ (480,262) -9.79%
JAN ACT	\$ 60,193	\$ 107,344	\$ 103,019	\$ 4,154,501	\$ -	\$ -	\$ -		\$ 4,425,056	\$ 362,509 YTD
FEB PRO	\$ 193,234	\$ 84,050	\$ 103,019	\$ 4,155,997	\$ -	\$ -	\$ -	\$ 4,536,300		\$ 97,970 2.16%
FEB ACT	\$ 117,994	\$ 83,629	\$ 274,285	\$ 4,158,362	\$ -	\$ -	\$ -		\$ 4,634,270	\$ 460,479 YTD
MAR PRO	\$ 41,520	\$ 88,461	\$ 103,019	\$ 4,155,997	\$ -	\$ -	\$ -	\$ 4,388,997		\$ 323,062 7.36%
MAR ACT	\$ 120,396	\$ 72,007	\$ 103,019	\$ 4,158,362	\$ 258,275	\$ -	\$ -		\$ 4,712,058	\$ 783,541 YTD
APR PRO	\$ 55,127	\$ 100,554	\$ 103,019	\$ 4,155,997	\$ -	\$ -	\$ -	\$ 4,414,697		\$ (222,254) -5.03%
APR ACT	\$ 25,629	\$ 62,198	\$ 103,019	\$ 4,001,597	\$ -	\$ -	\$ -		\$ 4,192,442	\$ 561,287 YTD
MAY PRO	\$ 194,480	\$ 105,920	\$ 103,019	\$ 4,155,997	\$ 30,000	\$ -	\$ -	\$ 4,589,416		\$ (224,200) -4.89%
MAY ACT	\$ 216,204	\$ 52,728	\$ 73,832	\$ 3,985,236	\$ 37,215	\$ -	\$ -		\$ 4,365,216	\$ 337,087 YTD
JUN PRO	\$ 140,883	\$ 84,578	\$ -	\$ -	\$ 274,188	\$ -	\$ -	\$ 499,649		0.00%
JUN ACT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	YTD
Projected	\$ 9,550,000	\$ 982,000	\$ 2,494,454	\$ 49,873,960	\$ 596,354	\$ 8,400	\$ -	\$ 62,883,377		
Budget Book	\$ 9,275,000	\$ 982,000	\$ 2,621,580	\$ 49,866,757	\$ 596,402	\$ 8,400	\$ 1,155,000	\$ 64,505,139		
Variance	\$ 275,000	\$ -	\$ (127,126)	\$ 7,203	\$ (48)	\$ -	\$ (1,155,000)	\$ (1,621,762)		

TOT ACT	\$ 9,425,055	\$ 906,133	\$ 2,529,660	\$ 49,544,553	\$ 315,413	\$ -	\$ -	\$ 62,720,815	FORECAST ACT	\$ 63,220,464
% collected	98.69%	92.27%	101.41%	99.34%	52.89%	0.00%	#DIV/0!	99.74%		

NOTE: Revised Dec-Jun Projections based upon revised estimates

LEGEND	Above or within 2.00% of projection	Between 2.01% & 5.00% below	Below 5.01% of projection
---------------	--------------------------------------------	----------------------------------------	----------------------------------

GENERAL FUND EXPENDITURE DATA ENTRY REPORT								
MONTH	PROJ. P/R	ACTUAL P/R	PROJ. A/P	ACTUAL A/P	TOTAL		VARIANCE	
JULY PROJECTED	833,463		\$ 938,615		\$ 1,772,078	MONTHLY	\$ (19,202)	-1.08%
JULY ACTUAL		817,613		935,262	\$ 1,752,876	YTD	\$ (19,202)	-1.08%
AUGUST PROJECTED	1,114,879		\$ 846,190		\$ 1,961,069	MONTHLY	\$ (231,313)	-11.80%
AUGUST ACTUAL		1,006,243		723,514	\$ 1,729,756	YTD	\$ (250,515)	-6.71%
SEPTEMBER PROJECTED	4,318,139		\$ 731,906		\$ 5,050,045	MONTHLY	\$ (250,651)	-4.96%
SEPTEMBER ACTUAL		4,128,388		671,006	\$ 4,799,394	YTD	\$ (501,166)	-5.71%
OCTOBER PROJECTED	4,449,641		\$ 945,835		\$ 5,395,476	MONTHLY	\$ (242,240)	-4.49%
OCTOBER ACTUAL		4,270,612		882,623	\$ 5,153,236	YTD	\$ (743,406)	-5.24%
NOVEMBER PROJECTED	4,528,478		\$ 833,814		\$ 5,362,292	MONTHLY	\$ (216,628)	-4.04%
NOVEMBER ACTUAL		4,368,420		777,244	\$ 5,145,664	YTD	\$ (960,035)	-4.91%
DECEMBER PROJECTED	4,424,704		\$ 845,592		\$ 5,270,296	MONTHLY	\$ (421,909)	-8.01%
DECEMBER ACTUAL		4,174,775		673,612	\$ 4,848,387	YTD	\$ (1,381,944)	-5.57%
JANUARY PROJECTED	4,339,130		\$ 736,670		\$ 5,075,800	MONTHLY	\$ (109,715)	-2.16%
JANUARY ACTUAL		4,154,378		811,707	\$ 4,966,085	YTD	\$ (1,491,659)	-4.99%
FEBRUARY PROJECTED	4,525,627		\$ 834,095		\$ 5,359,722	MONTHLY	\$ (398,131)	-7.43%
FEBRUARY ACTUAL		4,397,540		564,051	\$ 4,961,591	YTD	\$ (1,889,790)	-5.36%
MARCH PROJECTED	4,497,347		\$ 819,514		\$ 5,316,861	MONTHLY	\$ (529,931)	-9.97%
MARCH ACTUAL		4,194,765	\$ -	592,165	\$ 4,786,930	YTD	\$ (2,419,721)	-5.97%
APRIL PROJECTED	4,400,530		\$ 807,870		\$ 5,208,400	MONTHLY	\$ 187,854	3.61%
APRIL ACTUAL		4,184,951		1,211,303	\$ 5,396,254	YTD	\$ (2,231,867)	-4.88%
MAY PROJECTED	7,456,858		\$ 1,543,045		\$ 8,999,903	MONTHLY	\$ (937,199)	-10.41%
MAY ACTUAL		7,000,398		1,062,306	\$ 8,062,704	YTD	\$ (3,169,066)	-5.79%
JUNE PROJECTED	7,909,360		\$ 1,982,687		\$ 9,892,047	MONTHLY	\$ (9,892,047)	-100.00%
JUNE ACTUAL		-		-	\$ -	YTD	\$ (13,061,113)	-20.20%
PROJECTED	\$ 52,798,156		\$ 11,865,833		\$ 64,663,989			
BUDGET BOOK	\$ 53,517,206		\$ 12,170,086		\$ 65,687,292			
VARIANCE	\$ 719,050		\$ 304,253		\$ 1,023,303	(proj. difference in budgeted expenditures)		
TOTAL ACTUAL		42,698,084		8,904,792	\$ 51,602,876	FORECAST ACT	\$	61,494,923
% spent to date		80.87%		75.05%	79.80%			
Note:								
LEGEND MONTHLY	Below or within 2.00%		Between 2.01% & 5.00% above			Above 5.01% of projection		
LEGEND YTD	Below or within 2.00%		Between 2.01% & 5.00% above			Above 5.01% of projection		

GENERAL FUND MONTHLY ENDING FUND BALANCE REPORT

DATE	Revenue	Expenditure	Ending Fund Balance	Variance		EFB Monthly Projection for Year End
1-Jul-19 PROJECTED			\$ 9,563,741			
ACTUAL			\$ 9,942,029			
31-Jul-19 PROJECTED	\$ 8,532,063	\$ 1,772,078	\$ 16,323,726			
ACTUAL	\$ 8,376,322	\$ 1,752,876	\$ 16,565,475	\$ (136,539)	-0.84%	11.16%
31-Aug-19 PROJECTED	\$ 4,366,086	\$ 1,961,069	\$ 18,728,744			
ACTUAL	\$ 4,531,875	\$ 1,729,756	\$ 19,367,594	\$ 260,563	1.39%	11.68%
30-Sep-19 PROJECTED	\$ 4,357,097	\$ 5,050,045	\$ 18,035,796			
ACTUAL	\$ 4,391,706	\$ 4,799,394	\$ 18,959,906	\$ 545,823	3.03%	12.06%
31-Oct-19 PROJECTED	\$ 4,786,137	\$ 5,395,476	\$ 17,426,458			
ACTUAL	\$ 4,474,392	\$ 5,153,236	\$ 18,281,062	\$ 476,317	2.73%	12.02%
30-Nov-19 PROJECTED	\$ 11,857,704	\$ 5,362,292	\$ 23,921,870			
ACTUAL	\$ 12,909,253	\$ 5,145,664	\$ 26,044,652	\$ 2,122,782	8.87%	13.46%
31-Dec-19 PROJECTED	\$ 5,649,913	\$ 5,270,296	\$ 24,301,486			
ACTUAL	\$ 5,708,224	\$ 4,848,387	\$ 26,904,489	\$ 2,603,003	10.71%	14.10%
31-Jan-20 PROJECTED	\$ 4,905,319	\$ 5,075,800	\$ 24,131,005			
ACTUAL	\$ 4,425,056	\$ 4,966,085	\$ 26,363,460	\$ 2,232,455	9.25%	13.68%
29-Feb-20 PROJECTED	\$ 4,536,300	\$ 5,359,722	\$ 23,307,583			
ACTUAL	\$ 4,634,270	\$ 4,961,591	\$ 26,036,140	\$ 2,728,557	11.71%	14.34%
31-Mar-20 PROJECTED	\$ 4,388,997	\$ 5,316,861	\$ 22,379,718			
ACTUAL	\$ 4,712,058	\$ 4,786,930	\$ 25,961,267	\$ 3,581,549	16.00%	15.44%
30-Apr-20 PROJECTED	\$ 4,414,697	\$ 5,208,400	\$ 21,586,015			
ACTUAL	\$ 4,192,442	\$ 5,396,254	\$ 24,757,456	\$ 3,171,441	14.69%	14.93%
31-May-20 PROJECTED	\$ 4,589,416	\$ 8,999,903	\$ 17,175,527			
ACTUAL	\$ 4,365,216	\$ 8,062,704	\$ 21,059,968	\$ 3,884,440	22.62%	15.95%
30-Jun-20 PROJECTED	\$ 499,649	\$ 9,892,047	\$ 7,783,129			
ACTUAL	\$ -	\$ -	\$ 21,059,968		0.00%	
INITIAL FORECASTED EFB	\$ 62,883,377	\$ 64,663,989	\$ 7,783,129			10.74%
ACTUALS TO DATE	\$ 62,720,815	\$ 51,602,876				
ANTICIPATED ACTUALS*	\$63,220,464	\$61,494,923	\$ 11,667,570			15.95%
Monthly Comp.	Above or within 2.00% of projection	Between 2.01% & 5.00% below projection	Below 5.01% of projection			
	*Calculated using actuals through the current month and projected revenue and expenditures for future months					
NOTE:	Final as of 11/25/2019 completed audit of June 30, 2019 financials					
	Revised revenue estimate as of November report					
ENDING FUND BALANCE LEGEND	8.00% to 9.00% and above	Between 7.99% to 7.50%	7.49% and below			24

**2020-21 Board Recognition
School Assignments**

Hermiston High School	Karen Sherman
Armand Larive Middle School	Bonnie Luisi
Sandstone Middle School	Brent Pitney
Desert View Elementary School	Mark Gomolski
Highland Hills Elementary School	Hosts Jan. W/S
Rocky Heights Elementary School	Ginny Holthus
Sunset Elementary School	Josh Goller
West Park Elementary School	Bryan Medelez

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.1 CONSENT: Human Resources Department

6.1.1 TOPIC: Personnel Appointment

It is recommended.

RECOMMENDATION:

. that the Board of Education approves the appointment of the following employees:

Jessenia Carrillo	Health Teacher	Hermiston High School
Victoria Davids	Special Education Assistant	Sandstone Middle School
Roberto Galindo	Science Teacher	Hermiston High School
Denise Thornton	Business Marketing Teacher	Hermiston High School
Michael Van Loon	Mathematics Teacher	Hermiston High School
Gioanna Vargas Aguilar	English Learners Teacher	Sandstone Middle School

bc

**5BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.1 CONSENT: Human Resources Department

6.1.2 TOPIC: Personnel Resignation

It is recommended.

RECOMMENDATION:

. that the Board of Education approves the resignation of the following employees:

Shaelyn Carlisle	Grade 2 Teacher	Rocky Heights Elementary
Cristina De Anda	English Learner Teacher	Sandstone Middle
Rebecca Robison	Special Education Assistant	Thompson Hall

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.1 CONSENT: Human Resources Department

6.1.3 TOPIC: Extra Responsibility Contract

It is recommended.

RECOMMENDATION:

. that the Board of Education approves the following extra responsibility contracts.

bc

2020-2021 Extra Responsibility /Extra Duty Assignments

HERMISTON HIGH SCHOOL	Summer Weight Room -	Booster	David Faaeteete
	Summer Weight Room -	Booster	Emilee Strot-Smith
	Summer Weight Room -		Mike Mosher
	Summer Weight Room -		Drew Preuninger
	Athletic Coord (Fall) -		TBD
	Football -	Head Coach	David Faaeteete
		Asst Coach	Andy Hall
		Asst Coach	Scott Hammond
		Asst Coach	Travis Jones
		Asst Coach	Eddie Lopez
		Asst Coach	Mike Mosher
		Asst Coach	Gary Posten
		Asst Coach	Richard Wells
		Asst Coach	Brian Smith
	Girls Swimming -	Head Coach	Sara Sargent
		Asst Coach	TBD
	Softball, Slow Pitch -	Head Coach	Rebeca Pridmore
	Cross Country -	Head Coach	Troy Blackburn
		Asst Coach	Patti Shult
		Asst Coach	Sean Williams
	Volleyball -	Head Coach	Rebecca Wadekamper
		Asst Coach	Jodi Blake
		Asst Coach	Brenda Burright
		Asst Coach	Mykael Mannucci
	Soccer (Girls) -	Head Coach	Freddy Guizar
		Asst Coach	Megan James
		Asst Coach	Omar Medina
		Asst Coach	Mariana Zuniga
	Athletic Coord (Winter) -		TBD
	Basketball (Boys) -	Head Coach	Drew Preuninger
		Asst Coach	Ricardo Rodriguez
		Asst Coach	Rylie Smith
		Asst Coach	Taylor Smith
	Basketball (Girls) -	Head Coach	Maloree Moss
		Asst Coach	Carson Clem
		Asst Coach	TBD
		Asst Coach	TBD

2020-2021 Extra Responsibility /Extra Duty Assignments

HERMISTON HIGH SCHOOL (cont)			
	Wrestling (Boys) -	Head Coach	Kyle Larson
		Asst Coach	Justin Binetti
		Asst Coach	Jason Lambert
		Asst Coach	TBD
	Wrestling (Girls) -	Head Coach	Andy Hall
		Asst Coach	Bret Favorite
	Swimming (Boys) -	Head Coach	Phil Lusted
	Bowling (Girls) -	Head Coach	Joanne Chapman
	Athletic Coord (Spring) -		TBD
	Baseball -	Booster	Kevin Moore
		Asst Coach	Roy Barron
		Asst Coach	Travis Jones
		Asst Coach	Jeff Umbarger
	Softball, Fast Pitch -	Head Coach	Rebecca Pridmore
		Asst Coach	Amy Stone
		Asst Coach	TBD
	Soccer (Boys) -	Head Coach	Richard Harshberger
		Asst Coach	Edwin Alvarado Arteaga
		Asst Coach	Francisco Carrillo
		Asst Coach	Ricardo Santoyo Sotelo
	Tennis (Boys) -	Head Coach	Rylie Smith
		Asst Coach	Benjamin Millard
	Tennis (Girls) -	Head Coach	Jason Sivey
		Asst Coach	TBD
	Lacrosse -	Head Coach	Jacob Arnold
		Asst Coach	TBD
	Track & Field -	Head Coach	Emilee Strom Smith
		Asst Coach	TBD
	Golf (Boys) -	Head Coach	Steve Utter
		Asst Coach	TBD

2020-2021 Extra Responsibility /Extra Duty Assignments

HERMISTON HIGH SCHOOL (cont)			
	Golf (Girls) -	Head Coach	Janci Spoo
		Asst Coach	Zyan Silver
	Marching Band -	Director	Sean McClanahan
		Asst	Cristian Mata
	Color Guard		Lori White
	Pep Band Advisor -		Sean McClanahan
	Vocal Music -		Jordan Bemrose
	Rally (Fall) -	Head Coach	Kayleigh Wise
		Asst Coach	Nichole Ramirez
	Rally (Winter) -	Head Coach	Kayleigh Wise
		Asst Coach	Nichole Ramirez
	Dance Team Director -	Head Coach	Susan Stephens
		Asst	TBD
		Asst	TBD
Other:			
	Annual Advisor -		Stephanie Duquette
	Speech/Debate Advisor -		TBD
	CBSHP -	grant funded	Curt Berger
	DECA Advisor -		Ben Dagley
	Drama - (1 - 3 Act Play) -	Head	Beth Anderson
	Drama - (1 - 3 Act Play) -	Head	Beth Anderson
		Asst	TBD
		Asst	TBD
	FFA Advisor -		Shandie Britt
			Sandy McKay
			Kayleigh Wagner
	FCCLA Advisor -		Courtney Barnes
	Generation College Adv -		Roger Berger
	Key Club Advisor -		TBD
	Leadership Advisor -		David Rohrman

2020-2021 Extra Responsibility /Extra Duty Assignments

2020-2021 Extra Responsibility /Extra Duty Assignments			
HERMISTON HIGH SCHOOL (cont)			
Other:	NHS Advisor -		TBD
	Perkins Coordinator -		Roger Berger
	Video Coordinator	Bldg Budget	Micah Mercer
	Leadership Team -		Roger Berger
	Leadership Team -		Heather Brown
	Leadership Team -		Cristina Cuevas
	Leadership Team -		Tammy Fisher
	Leadership Team -		Scott Hammond
	Leadership Team -		Wendell Kreder
	Leadership Team -		Dave Rohrman
	Leadership Team -		Cynthia Townsend
	Leadership Team -	Bldg Budget	Mary Robinson
	Leadership Team -	Bldg Budget	Emilee Strot Smith
ARMAND LARIVE MIDDLE SCHOOL			
Athletics:			
	Athletic Coord (Fall) -		TBD
	Football -		Kelly Allen
			Carson Clem
			Phil Lusted
			Killian Wood
	Volleyball -		Andrea Cerrillo
			Kay Edwards
			Samantha Walchli
			Harlee Woods
	Cross Country -		Philip Joyce
	Athletic Coord (Winter 1) -		TBD
	Basketball (Boys) -		Aaron Davis
			Aaron Lind
			Ethan McDonald
			Kirby Warner
	Athletic Coord (Winter 2) -		TBD
	Basketball (Girls) -		Aaron Davis
			Aaron Lind
			Ethan McDonald
			Kirby Warner

2020-2021 Extra Responsibility /Extra Duty Assignments

ARMAND LARIVE MS (cont)			
	Wrestling -		Joe Delgado
			Kory Morgan
	Athletic Coord (Spring) -		TBD
	Track -		TBD
			TBD
	Tennis -		Carson Clem
			Samantha Walchli
Other:	Drama -		TBD
	Leadership Advisor -		Cori Applegate
	Music -		Cristian Mata
	Yearbook -		Tori Scott
	Leadership Team -		Kylee Allstott
	Leadership Team -		Cori Applegate
	Leadership Team -		Travis Jones
	Leadership Team -		Anne Lusted
	Leadership Team -		Amy Warner
	Leadership Team -		Melissa Purswell
	Leadership Team -	Bldg Budget	Katie Corral
SANDSTONE MIDDLE SCHOOL			
Athletics:			
	Athletic Coord (Fall) -		TBD
	Football -		Kent Barnes
			Dylan Caldwell
			Aaron Davis
			Ethan McDonald
	Volleyball -		Rylee Christianson
			Bonnie Hamann
			Elizabeth Morgan
			TBD
	Cross Country -		Lindsey McKillip
	Athletic Coord (Winter 1) -		TBD

2020-2021 Extra Responsibility /Extra Duty Assignments

SANDSTONE MS (cont)	Basketball (Boys) -		Casey Arstein
			Kent Barnes
			BJ Roberts
			Tony Wise
	Athletic Coord (Winter 2) -		TBD
	Basketball (Girls) -		Kent Barnes
			Melissa Doherty
			BJ Roberts
			Tony Wise
	Wrestling -		TBD
			TBD
	Athletic Coord (Spring) -		TBD
	Tennis -		Casey Arstein
			Kent Barnes
	Track -		Katie Corral
			Lyndsey McKillip
Other:	Drama -		TBD
	Leadership Advisor -		Sara Marks
	Music -		Daniel Allen
	Yearbook -	Co-advisor	Sarah Johnson
		Co-advisor	Rick Scheibner
	Leadership Team -		Casey Arstein
	Leadership Team -		Sarah Johnson
	Leadership Team -		Melisa McElroy
	Leadership Team -		Michelle Owens
	Leadership Team -		Megan Reeves
	Leadership Team -	Co-advisor	Renae Bartley
	Leadership Team -	Co-advisor	BJ Roberts
DESERT VIEW ELEMENTARY	Leadership Team -	Title I	Karen Frenette
	Leadership Team -		Tanya Kennedy
	Leadership Team -		Janey McCormack
	Leadership Team -		Heather Mills
	Leadership Team -		TBD
	Leadership Team -		TBD

2020-2021 Extra Responsibility /Extra Duty Assignments

HIGHLAND HILLS ELEMENTARY	Leadership Team -	Title I	Taryn Olson
	Leadership Team -		Emily Adams
	Leadership Team -		Bonnie Hamann
	Leadership Team -		Elizabeth Morgon
	Leadership Team -		Deanna Plum
	Leadership Team -		Wendy Ross
ROCKY HEIGHTS ELEMENTARY	Leadership Team -	Title I	Ashlyn Burnette
	Leadership Team -		Kelsey Bailey
	Leadership Team -		Megan James
	Leadership Team -		Xochilt Juarez
	Leadership Team -		Josh Linn
	Leadership Team -		Madelyne Moore
SUNSET ELEMENTARY	Leadership Team -	Title I	Holly Moss
	Leadership Team -		Aimee Mosher
	Leadership Team -		Jammie Newton
	Leadership Team -		Jessica Sexton
	Leadership Team -		Cherilyn Spencer
	Leadership Team -		Linda White
	Leadership Team -	Bldg Budget	Carrie Ferguson
WEST PARK ELEMENTARY	Leadership Team -	Title I	Suanne Fitzgerald
	Leadership Team -		Kathleen Dopps
	Leadership Team -		Dawn Johnston
	Leadership Team -		Kim Purswell
	Leadership Team -		Stacy Schaefer
	Leadership Team -		TBD
DISTRICT	Little Steps Instructor		TBD

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.1 TOPIC: Designation of Chief Administrative Officer/Clerk

It is recommended.

RECOMMENDATION:

. that Superintendent Tricia Mooney is designated Chief Administrative Officer and District School Clerk of Hermiston School District #8R for the fiscal year 2020-21.

ORS 332.515

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.2 TOPIC: Designation of Business Manager/Deputy Clerk

It is recommended.

RECOMMENDATION:

. that Katie Saul is named Business Manager/Deputy Clerk for the 2020-21 fiscal year.

ORS 332.515.

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.3 TOPIC: Designation of Budget Officer

It is recommended.

RECOMMENDATION:

. that Superintendent Tricia Mooney is named Budget Officer of Hermiston School District #8R for the 2020-21 fiscal year, per board policy DB.

ORS 294.331

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.4 TOPIC: Designation of Depositories of School Funds

It is recommended.

RECOMMENDATION:

. that the Board of designates OR LGIP and Columbia State Bank as depositories of school funds for Hermiston School District #8R for the 2020-21 fiscal year.

ORS 328.441, 294.805-294.895

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.5 TOPIC: Custodian of Funds

It is recommended.

RECOMMENDATION:

. . . . that Tricia Mooney, Superintendent/Clerk; Katie Saul, Business Manager be authorized signers on fiscal, payroll, bond and debt service checks.

. . . . that Tom Spoo, Principal; Tricia Mooney, Superintendent/Clerk; Katie Saul, Business Manager be authorized signers on Hermiston High School Student Body checks.

. . . . that Stacie Roberts, Principal; Tricia Mooney, Superintendent/Clerk; Katie Saul, Business Manager be authorized signers on Armand Larive Middle School Student Body checks.

. . . . that Lori Mills, Principal; Tricia Mooney, Superintendent/Clerk; Katie Saul, Business Manager be authorized signers on Sandstone Middle School Student Body checks.

ORS 328.441, 328.445

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.6 TOPIC: Authorization of Facsimile Signature

It is recommended.

RECOMMENDATION:

. that the Board of Education authorizes the facsimile signature of Katie Saul, Business Manager, for use on disbursements for the Hermiston School District during the 2020-21 school year.

ORS 328.445

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.7 TOPIC: Determination of Borrowing Amount

It is recommended.

RECOMMENDATION:

. that a borrowing limit of up to \$1,000,000 (one million dollars) be established for the 2020-21 fiscal year for the Custodian of Funds, to be used for operating purposes only.

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.8 TOPIC: Authorization of Interfund Loan Funds

It is recommended.

RECOMMENDATION:

. that the Board of Education authorizes short term, non-interest loans between funds when necessary due to the timing of receipts and expenditures for the fiscal year 2020-21.

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 **CONSENT:** Superintendent's Office

6.2.9 **TOPIC:** Federal and State Grant Authorization

Many Federal and State Grants require Board of Education authorization for filing the application and designation of an authorized representative to execute documents.

It is recommended.

RECOMMENDATION:

. that the Board of Education authorizes the Superintendent/Clerk and Business Manager to apply for appropriate Federal and State Grants for the 2020-21 school year and authorize her to execute all required documents.

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.10 TOPIC: Designation of Local Public Contract Review Board

It is recommended.

RECOMMENDATION:

. that the Board of Education approves themselves as the governing body to act as the Local Public Contract Review Board for the fiscal year 2020-21.

ORS 279A.060

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.11 TOPIC: Determination of Fidelity Bond Amounts

It is recommended.

RECOMMENDATION:

. that surety bonds for Tricia Mooney, Superintendent/Clerk; and Katie Saul, Business Manager/Deputy Clerk, be approved in the amount of \$100,000 for the fiscal year 2020-21.

ORS 332.525

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.12 TOPIC: TOPIC: Substitute Teacher Rate of Pay

It is recommended.

RECOMMENDATION:

. that the Board of Education establishes a 2020-21 substitute teaching rate of pay as set by legislative action or Department of Education ruling. At present, the Department of Education has set the rate of \$189.32 per day up to ten (10) consecutive days in the same assignment and \$209.68 per day when working in the same assignment for more than ten (10) consecutive days.

ORS 342.610

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**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.13 TOPIC: Designation of Legal Counsel

It is recommended.

RECOMMENDATION:

. that the Board of Education designates Anderson Hansell PC, Bendixsen Law, P.C; Garrett Hemann Robertson P.C.; Hawkins Delafield & Wood LLP; and Hungerford Law Firm LLP as legal counsel for the Hermiston School District #8R for the fiscal year 2020-21.

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**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.14 TOPIC: Designation of Financial Auditor

It is recommended.

RECOMMENDATION:

. that the Board of Education designates Barnett and Moro PC as the auditor for Hermiston School District #8R for the fiscal year 2020-21.

ORS 328.465, 327.137, 297.405

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.15 TOPIC: Designation of Newspaper of Record

It is recommended.

RECOMMENDATION:

. that the East Oregonian is designated as the district newspaper of record for the fiscal year 2020-21.

bc

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT: Superintendent's Office

6.2.16 TOPIC: Designation of 403(B) Annuity Companies and 457 Deferred Compensation Plan

It is recommended.

RECOMMENDATION:

. that the Board of Education approves the attached list of 403(b) Annuity Companies for Hermiston School District #8R for the fiscal year 2020-21 and the Oregon Savings Growth Plan as the District's 2020-21 457 Deferred Compensation Plan.

...List of Approved 403B Annuity companies attached...

bc

**HERMISTON SCHOOL DISTRICT 8R
APPROVED 403B ANNUITY COMPANIES**

AMERICAN FIDELITY
2000 CLASSEN CNTR
OKLAHOMA CITY, OK 73106

KANSAS CITY LIFE
PO BOX 219139
KANSAS CITY, MO 64121-9139

AMERICAN FUNDS
PO BOX 6007
INDIANAPOLIS, IN 46206-6007

NATIONAL LIFE GROUP
1 NATIONAL LIFE DRIVE
MONTPELIER, VT 05604

AMERICAN UNITED LIFE (ONE AMERICA)
PO BOX 368
INDIANAPOLIS, IN 46206-0368

PUTNAM INVESTMENTS *(Employee Cont. only)
ONE POST OFFICE SQUARE
BOSTON, MA 02109

FORESTERS FINANCIAL
9400 SW BEAV-HILLS HWY
SUITE 250
BEAVERTON, OR 97005-3302

RELIASTAR LIFE INSURANCE COMPANY
PO BOX 5050
MINOT, ND 58702

FRANKLIN TEMPLETON
PO BOX 997153
SACRAMENTO, CA 95899-7153

T ROWE PRICE
PO BOX 17479
BALTIMORE, MD 21297-1479

HORACE MANN
PO BOX 4657
SPRINGFIELD, IL 62708-4657

VOYA LIFE INSURANCE AND ANNUITY
230 PARK AVENUE
NEW YORK, NY 10169

***APPROVED 457 PLAN**
OREGON SAVINGS GROWTH PLAN – VOYA FINANCIAL
TO ENROLL CALL: 1-800-365-8494 or 503-378-3730

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT ITEMS: Superintendent's Office

6.2.17 TOPIC: School Board Meeting Dates

It is recommended.

RECOMMENDATION:

. that the Board of Education designates the provided dates as regular meeting dates for the Board of Education for the 2020-2021 school year. Meeting times shall begin at 6:30 p.m.

...memo of dates attached...

bc

**SCHEDULE OF SCHOOL BOARD MEETINGS
2020-2021**

Regular meeting of the Board will occur on the following dates:
(Generally the 2nd Monday of the month at 6:30 p.m.)

DATE	MEETING	TIME	LOCATION
Monday, July 13, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, August 10, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, September 14, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, October 12, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, November 9, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, December 14, 2020	Regular Meeting	6:30 PM	DO Boardroom
Monday, January 11, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, February 8, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, March 8, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, April 12, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, May 10, 2021	Regular Meeting	6:30 PM	DO Boardroom
Monday, June 14, 2021	Regular Meeting	6:30 PM	DO Boardroom

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

6.2 CONSENT ITEMS: Superintendent's Office

6.2.18 TOPIC: 2020-21 Organizational Chart

It is recommended.

RECOMMENDATION:

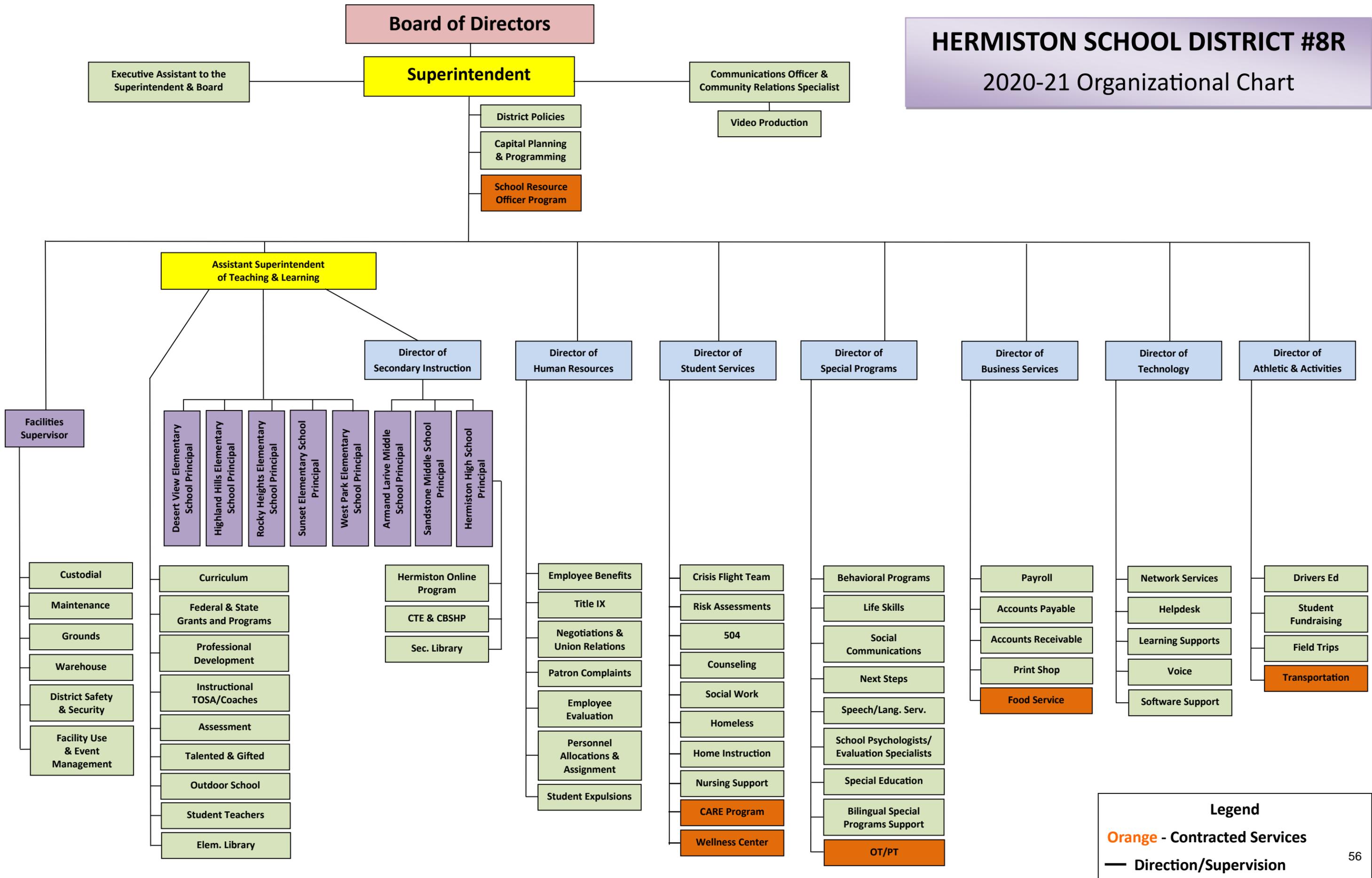
. that the Board of Education accepts the following Organizational Chart for the 2020-2021 school year.

...Chart attached...

bc

HERMISTON SCHOOL DISTRICT #8R

2020-21 Organizational Chart



Legend

Orange - Contracted Services

— Direction/Supervision

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT’S RECOMMENDATION

6.2 CONSENT ITEMS: Superintendent’s Office

6.2.19 TOPIC: Policy Review – Second Reading

It is recommended.

RECOMMENDATION:

. that the Board of Education adopts the list of policies under review, as included:

GBL	Personnel Records
GBLA	Disclosure of Information
GBN/JBA	Sexual Harassment
GBN/JBA-AR	Sexual Harassment Complaint Procedure
IGBAH-AR	Special Education – Evaluation and Eligibility Procedures**
JBA/GBN	Sexual Harassment
JBA/GBN-AR	Sexual Harassment Complaint Procedure
JHH	Student Suicide Prevention**

bc

Hermiston School District 8R

Code: **GBL**
Adopted: 1/13/15
Revised/Readopted: 7/10/17
Orig. Code: GBL

Personnel Records

An official personnel file will be established for each person employed by the district. Personnel files will be maintained in a central location.

All records containing employee medical condition information such as workers' compensation reports and release/permission to return to work forms will be kept confidential, in a separate file from personnel records. Such records will be released only in accordance with the requirements of the Americans with Disabilities Act or other applicable law.

The superintendent will be responsible for establishing procedures regarding the control, use, safety and maintenance of all personnel records. Employees will be given a copy of evaluations, complaints and written disciplinary actions ~~to be~~ placed in their personnel file. All charges resulting in disciplinary action shall be considered a permanent part of an employee's personnel file and shall not be removed for any reason. Employees may submit a written response to any materials placed in their personnel file.

Each employee shall have the right to review the contents of his/her own personnel file in the presence of a witness from the personnel office except that all confidential material supplied by outside agencies concerning an original employment may be removed from the file and shall not be subject to review by the employee. The employee may request a third party to accompany him/her in such review.

Except as provided below, or required by law, district employees' personnel records will be available for use and inspection only by the following:

1. The individual employee. An employee ~~or designee~~ may arrange with the office to inspect the contents of ~~his/her~~ their personnel file on any day the office is open for business;
2. Others designated ~~in writing~~ by the employee ~~in writing~~ may arrange to inspect the contents of the employee's personnel file in the same manner described above;
3. The comptroller or auditor, when such inspection is pertinent to carrying out ~~his/her~~ their respective duties, or as otherwise specifically authorized by the Board. Information so obtained will be kept confidential. No files will be removed from their central location for personal inspection;
4. A Board member when specifically authorized by the Board. Information will be kept confidential. No files will be removed from their central location for personal inspection;
5. The superintendent and members of the central administrative staff ~~designated by the superintendent~~;
6. District administrators and supervisors who currently or prospectively supervise the employee;
7. Employees of the personnel office;

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Personnel Records – GBL
1-2

8. Attorneys for the district or the district’s designated representative on matters of district business;
9. ~~The disciplinary records⁴ of a district employee convicted of a crime listed in Oregon Revised Statute (ORS) 342.143 are not exempt from disclosure under ORS 192.501 or 192.502 and shall be released to any person upon request. Prior to the release of disciplinary records the district shall remove any personally identifiable information from the record that would disclose the identity of a child, a crime victim or a district employee who is not the subject of the disciplinary record.~~ Records created pursuant to ORS 339.388(8)(c) are confidential and are not public records as defined in ORS 192.311. The district may use the record as a basis for providing the information required to be disclosed about an employee under ORS 339.378(1);
10. Upon request from a law enforcement agency, the Oregon Department of Human Services, ~~or the Teacher Standards and Practices Commission, a district shall provide the records of investigations of suspected abuse of a child by a district employee,~~ or the Oregon Department of Education, in conducting an investigation related to suspected abuse or suspected sexual conduct, to the extent allowable by state and federal law, including laws protecting a person from self-incrimination .

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The superintendent may permit persons other than those specified above to use and to inspect personnel records when, in ~~his/her~~ their opinion, the person requesting access has a legitimate official purpose. The superintendent will determine in each case the appropriateness and extent of such access.

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Release of personnel records to parties other than those authorized to inspect them will be ~~only upon receipt of a court order,~~ in line with [the district’s public records procedures] [Board policy KBA - Public Records]. [The district will attempt to notify the employee of the request and that the district believes it is legally required to disclose certain records.]

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END OF POLICY

Legal Reference(s):

[ORS 339.370 – 339.374](#) [ORS 342.143](#) [ORS 652.750](#)
[ORS 339.388](#) [ORS 342.850](#) [OAR 581-022-2405](#)

OSEA v. Lake County Sch. District, 93 Or. App. 481 (1988).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. § 2000ff-1 (2018).

⁴ ~~“Disciplinary records” is defined as records related to a personnel discipline action or materials or documents supporting that action.~~

Hermiston School District 8R

Code: GBLA
Adopted: 11/14/11
Revised/Readopted: 7/10/17
Orig. Code: GBLA

Disclosure of Information

Authorized district officials may disclose information about a former employee's job performance to a prospective employer. District officials are immune from civil liability for such disclosures under the following conditions:

1. The disclosure of information regarding the former employee's job performance is upon request of the prospective employer or the former employee. This disclosure is presumed to be in good faith. Presumption of good faith is rebutted by showing the information disclosed was:
 - a. Knowingly false;
 - b. Deliberately misleading;
 - c. Rendered with malicious purpose; or
 - d. Violated civil rights of the former employee protected under Oregon Revised Statute (ORS) 659 or ORS 659A.

2. ~~The disclosure is of the disciplinary records¹ of a district employee who has been convicted of a crime listed in Oregon Revised Statute (ORS) 342.143. These records are not exempt from disclosure under ORS 192.501 or ORS 192.502 and shall be released to any person upon request. Prior to the disclosure of a disciplinary record an education provider shall remove any personally identifiable information from the record that would disclose the identity of a child, a crime victim or a school employee who is not the subject of the disciplinary record.~~ Records created pursuant to ORS 339.388(8)(c) are confidential and are not public records as defined in ORS 192.311. The district may use the record as a basis for providing the information required to be disclosed about an employee under ORS 339.378(1).

3. ~~The disclosure is the result of a request from a law enforcement agency, the Oregon Department of Human Services or the Teacher Standards and Practices Commission regarding the records of investigations of suspected child abuse by a district employee.~~ The disclosure is a result of a request from law enforcement, Oregon Department of Human Services, Teacher Standards and Practices Commission, or the Oregon Department of Education in conducting an investigation related to suspected abuse or suspected sexual conduct to the extent allowable by state and federal law, including laws protecting a person from self-incrimination.

¹ ~~“Disciplinary records” is defined as records related to a personnel discipline action or materials or documents supporting that action.~~

4. Not later than 20 days after receiving a request under ORS 339.374(1)(b), ~~an education provider that the district, if it has or has had an employment relationship with the applicant shall disclose the information requested and any disciplinary records that must be disclosed as provided by ORS 339.388(7).~~

END OF POLICY

Legal Reference(s):

[ORS 30.178](#)

[ORS 339.370 - 339.374](#)

[ORS 339.378](#)

[ORS 339.388](#)

[ORS Chapter 659](#)

[ORS Chapter 659A](#)

OR. ATTORNEY GENERAL'S PUBLIC RECORDS AND MEETINGS MANUAL.

Hermiston School District 8R

Code: GBN/JBA
Adopted: 11/10/14
Revised/Readopted: 7/10/17; 10/08/18
Orig. Code: GBN

Sexual Harassment

(Version 1)

~~This version is recommended for deletion; see new~~

The Board is committed to the elimination of sexual harassment in district schools and activities. Sexual harassment is strictly prohibited and shall not be tolerated. This includes sexual harassment of students, staff members or third parties who are on or immediately adjacent to school grounds, at any district-sponsored activity, on any district-provided transportation or at any official district bus stop, by other students, staff members, Board members or third parties. "Third parties" include, but are not limited to, school volunteers, parents, school visitors, service contractors or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events. "District" includes district facilities, district premises and nondistrict property if the student or staff member is at any district-sponsored, district-approved or district-related activity or function, such as field trips or athletic events, where students are under the jurisdiction of the district or where the staff member is engaged in district business. The prohibition also includes off duty conduct which is incompatible with district job responsibilities.

Sexual harassment of students, staff members or third parties shall include, but is not limited to, unwelcome sexual advances, requests for sexual favors and other verbal, nonverbal or physical conduct of a sexual nature when:

1. The conduct or communication has the purpose or effect of demanding sexual favors in exchange for benefits;
2. Submission to or rejection of the conduct or communication is used as the basis for employment or assignment of staff members or educational decisions affecting a student;
3. The conduct or communication is so severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student's educational performance or with a staff member's ability to perform job responsibilities; or creates an intimidating, offensive or hostile educational or working environment. Relevant factors to be considered will include, but not be limited to: (a) did the individual view the environment as hostile; (b) was it reasonable to view the environment as hostile; (c) the nature of the conduct; (d) how often the conduct occurred and how long it continued; (e) age and sex of the complainant; (f) whether the alleged harasser was in a position of power over the subject of the harassment; (g) number of individuals involved; (h) age of the alleged harasser; (i) where the harassment occurred and under what conditions; (j) other incidents of sexual harassment in the district involving the same or other students, staff members or third parties.

Examples of sexual harassment may include, but not be limited to: physical touching or graffiti of a sexual nature, displaying or distributing of sexually explicit drawings, pictures and written materials, sexual gestures or obscene jokes, touching oneself sexually or talking about one's sexuality in front of others or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

Sexual Harassment – GBN/JBA

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Complaints about behavior that may violate this policy should be filed using AC-AR - Complaint Procedure. All complaints shall be promptly investigated.

Any students, staff members or third parties who have knowledge of conduct in violation of this policy or who feels they are a victim of sexual harassment must immediately report their concerns to the building principal, compliance officer or superintendent, who has overall responsibility for all investigations. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

Upon receipt of a complaint by a student, student's parents, a staff member or a third party alleging behavior that may violate this policy, the district shall provide written notice as required by Oregon Revised Statute (ORS) 342.704(4) to the complainant.

The student and/or the student's parents, staff member or third party who initiated the complaint shall be notified that the investigation has been concluded and as to whether a violation of this policy was found to have occurred to the extent allowable under state and federal confidentiality laws.

The initiation of a complaint in good faith about behavior that may violate this policy may not adversely affect the educational assignments or educational environment of a student complainant or any terms or conditions of employment or work environment of the staff member complainant or any terms or conditions of employment or of work or educational environment of a third-party complainant. There shall be no retaliation by the district against any person who, in good faith, reports, files a complaint or otherwise participates in an investigation or inquiry of sexual harassment.

It is the intent of the Board that appropriate corrective action will be taken by the district to stop the sexual harassment, prevent its recurrence and address negative consequences. Students in violation of this policy shall be subject to discipline up to and including expulsion and/or counseling or sexual harassment awareness training, as appropriate. The age and maturity of the student(s) involved and other relevant factors will be considered in determining appropriate action. Staff members in violation of this policy shall be subject to discipline, up to and including dismissal and/or counseling or additional sexual harassment awareness training, as appropriate. Other individuals whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Additionally, the district may report individuals in violation of this policy to law enforcement officials. Licensed staff, staff registered with the Teacher Standards and Practices Commission (TSPC) and those participating in practicum programs, as specified by Oregon Administrative Rules, shall be reported to TSPC.

The superintendent shall ensure appropriate periodic sexual harassment awareness training or information is provided to all supervisors, staff members and students and that annually, the name and position of district officials responsible for accepting and managing sexual harassment complaints, business phone numbers, addresses or other necessary contact information is readily available. This policy as well as the complaint procedure will be made available upon request to all students, parents of students, staff members and third parties, posted on the district's website and published in student/parent and staff handbooks. The district's policy shall be posted on a sign in all grade 6 through 12 schools. Posted signs shall be at least 8 1/2 inches by 11 inches in size.

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Sexual Harassment – GBN/JBA
3-4

The superintendent will establish a process of reporting incidents of sexual harassment.

END OF POLICY

Legal Reference(s):

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

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 (2019).
Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).

Cross Reference(s):

GBNA - Hazing/Harassment/Intimidation/Bullying/Menacing – Staff
JBA/GBN - Sexual Harassment
JFCF - Harassment/Intimidation/Bullying/Cyberbullying/Teen Dating Violence/Domestic Violence – Student

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Sexual Harassment – GBN/JBA
4-4

Hermiston School District 8R

Code: GBN/JBA
Adopted:

Sexual Harassment

(Version 2)

(New proposed version; review all selected bracketed language for correctness and resolve other bracketed language not resolved)

The district is committed to the elimination of sexual harassment in district schools, activities and programs. Sexual harassment is strictly prohibited and shall not be tolerated. This includes sexual harassment: of students by staff members, other students or third parties; of staff members by students, other staff members or third parties; and of third parties by staff members and students. This policy applies to third parties who are on or immediately adjacent to school grounds or district property, are at any school-sponsored or district-sponsored activity or program, or are off school or district property, if a student or staff member acts toward the person in a manner that creates a hostile environment for the person while at school or a school-sponsored or district-sponsored activity or program. "Third parties" include, but are not limited to, school volunteers, parents, school visitors, service contractors or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events. "District" includes: district facilities; district premises and nondistrict property if the student or staff member is at any district-sponsored, district-approved or district-related activity or function, such as field trips or athletic events, where students are under the jurisdiction of the district; or where the staff member is engaged in district business. [The prohibition also includes off duty conduct which is incompatible with a staff member's district job responsibilities.]

All staff members, students, and third parties are subject to this policy.

Sexual harassment of students, staff members or third parties 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 interferes with a student's educational program or activity or that creates an intimidating, offensive or hostile educational environment; unwelcome conduct of a sexual nature that is physical, verbal or nonverbal and that interferes with the staff member's ability to perform the job or that creates an intimidating, offensive or hostile work environment; or unwelcome conduct of a sexual nature that is physical, verbal or nonverbal and that creates an intimidating, offensive or hostile environment; and
3. Assault when sexual contact occurs without the student's, staff member's or third party's consent because the student, staff member or third party is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats.

Examples of sexual harassment may include, but not be limited to, [^+]physical touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials;

[^+ OAR 581-021-0038 requires that the policy include a "list of examples of harassing behaviors covered by policy". The bracketed list in this policy reflects OSBA's recommendations. The district does have discretion in what is included in this list.

sexual gestures or obscene jokes; touching oneself sexually or talking about one's sexuality in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance}.

All complaints or reports about behavior that may violate this policy shall be promptly investigated.

Any staff member who becomes aware of behavior that may violate this policy shall [immediately] report to a district official so that the district official (and the reporting staff member when the victim of the harassment is a student or third party) may coordinate efforts to 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 that are 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 staff member who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to [immediately] 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.

Upon receipt of a complaint from a student or the student's parents, a staff member or a third party alleging behavior that may violate this policy, the district shall provide written notice as required by Oregon Revised Statute (ORS) 342.704(5) to the complainant.

The person who initiated the complaint and if applicable the student's parents or person's parents shall be notified when the investigation is initiated and concluded and as to whether a violation of this policy was found to have occurred to the extent allowable under state and federal student confidentiality laws.

The initiation of a complaint, and the participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the educational assignments or any terms or conditions of employment or of work or educational environment of the person who initiated the complaint or who participates in the investigation. There shall be no retaliation by the district against any person who, in good faith, reports, files a complaint or otherwise participates in an investigation or inquiry of sexual harassment.

It is the intent of the Board that appropriate corrective action will be taken by the district to stop the sexual harassment, prevent its recurrence and address negative consequences. Students in violation of this policy shall be subject to discipline up to and including expulsion and/or counseling or sexual harassment awareness training, as appropriate. The age and maturity of the student(s) involved and other relevant factors will be considered in determining appropriate action. Staff members in violation of this policy shall

If you are listing behaviors not reflected in our recommendations, please make sure that you have your list reviewed by your school district's legal counsel.]

be subject to discipline, up to and including dismissal and/or additional sexual harassment awareness training, as appropriate. Other individuals whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Additionally, the district may report individuals in violation of this policy to law enforcement officials. Licensed staff, staff registered with the Teacher Standards and Practices Commission (TSPC) and those participating in practicum programs, as specified by Oregon Administrative Rules, shall be reported to TSPC.

The superintendent shall ensure appropriate periodic sexual harassment awareness training or information is provided to all supervisors, staff members and students and that annually, the name and position of district officials responsible for accepting and managing sexual harassment complaints, business phone numbers, addresses or other necessary contact information is readily available. This policy as well as the complaint procedure will be made available upon request to all students, parents of students, staff members and third parties, posted on the district’s website and published in student/parent and staff handbooks. The district’s policy shall be posted on a sign in ²~~{all grade 6 through 12 schools}~~~~{all schools}~~. Posted signs shall be at least 8-1/2 inches by 11 inches in size.

The superintendent will establish a process of reporting incidents of sexual harassment.

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 (2019).

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

² Posting in “in grade 6 through 12 schools” is the minimum requirement per ORS 342.700.

Hermiston School District 8R

Code: **GBN/JBA-AR**
Revised/Reviewed: 7/10/17; 10/08/18

D

Sexual Harassment Complaint Procedure (Version 1)

Principals, the compliance officer and the superintendent have responsibility for complaints and investigations concerning sexual harassment. The investigator(s) shall be a neutral party having had no involvement in the complaint presented.

Step 1 Any sexual harassment information (i.e., complaints, rumors, etc.) shall be presented to the principal, compliance officer or superintendent. All such information shall be reduced to writing and will include the specific nature of the sexual harassment and corresponding dates.

The district official receiving the complaint shall cause the district to provide written notice from the district to the complainant that includes:

1. Their rights;
2. Information about the internal complaint processes available through the school or district that the complainant may pursue;
3. Notice that civil and criminal remedies that are not provided by the school or district may be available to the complainant through the legal system and that those remedies may be subject to statutes of limitation;
4. Information about services available to the student or staff member complainant through the school or district including any counseling services, nursing services or peer advising;
5. Information about the privacy rights of the complainants and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district; and
6. Information about, and contact information for, state and community-based services and resources that are available to persons who have experienced sexual harassment.

This written notification must:

1. Be written in plain language that is easy to understand;
2. Use print that is of the color, size and font that allow the notification to be easily read; and
3. Include that this information is made available to students, students' parents, staff members and members of the public on the school or district website.

Step 2 The district official receiving the information or complaint shall promptly initiate an investigation. The official will arrange such meetings as may be necessary to discuss the issue with all concerned parties within five working days after receipt of the information or complaint. All findings of the investigation, including the response of the alleged harasser, shall be reduced to writing. The official conducting the investigation shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. The parties will have an opportunity to submit evidence and a list of witnesses.

A copy of the notification letter provided in step 1 and the date and details of notification to the complainant of the results of the investigation, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

Step 3 If a complainant is not satisfied with the decision at Step 2, the complainant may submit a written appeal to the superintendent or designee. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the complainant within 10 working days.

Step 4 If a complainant is not satisfied with the decision at Step 3, the complainant may submit a written appeal to the Board. Such appeal must be filed within 10 working days after receipt of the Step 3 decision. The Board shall, within 20 working days, conduct a hearing at which time the complainant shall be given an opportunity to present the appeal. The Board shall provide a written decision to the complainant within 10 working days following completion of the hearing.

Complaints against the principal may start at step 3 and may be filed with the superintendent. The superintendent will cause the notice requirements identified in step 1 to be completed. The superintendent will investigate the complaint and will notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within 10 working days of receipt by the superintendent, the complainant may appeal to the Board in step 4.

Complaints against the superintendent may start at step 4 and should be referred to the Board chair on behalf of the Board. The Board chair will cause the notice requirements identified in step 1 to be completed. The Board chair shall present the complaint to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board chair shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. After receiving the results of the investigation, the Board shall decide, within 20 days, in open session what action, if any, is warranted.

Direct complaints related to employment may be filed with the U.S. Department of Labor, Equal Employment Opportunity Commission or Oregon Bureau of Labor and Industries.

Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 Second Ave., Room 3310, Seattle, WA 98174-1099.

Additional information regarding filing of a complaint may be obtained through the principal, compliance officer or superintendent.

All documentation related to sexual harassment complaints may become part of the student's education record or employee's personnel file, as appropriate. Additionally, a copy of all sexual harassment complaints and documentation will be maintained as a confidential file and stored in the district office.

The superintendent shall report the name of any person holding a teaching license or registered with Teacher Standards and Practices Commission (TSPC) or participating in a practicum under Oregon Administrative Rule (OAR) Chapter 584, Division 17, when, after appropriate investigation, there is reasonable cause to believe the person may have committed an act of sexual harassment. Reports shall be made to TSPC within 30 days of such a finding. Reports of sexual contact with a student shall be given to a representative from law enforcement or Oregon Department of Human Services, as possible abuse of a child.

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Sexual Harassment Complaint Form

D
Name of complainant: _____

Position of complainant: _____

Date of complaint: _____

F
Name of alleged harasser: _____

E
Date and place of incident or incidents: _____

Description of misconduct: _____

L
Name of witnesses (if any): _____

E
Evidence of sexual harassment, i.e., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

T
I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

E
Date: _____

Witness Disclosure Form

D
Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

E
Description of Instance Witnessed: _____

L
Any Other Information: _____

E

I agree that all the information on this form is accurate and true to the best of my knowledge.

T
Signature: _____ Date: _____

E

Hermiston School District 8R

Code: GBN/JBA-AR

Revised/Reviewed:

Sexual Harassment Complaint Procedure

(Version 2)

{Principals,} {the compliance officer} {and the superintendent} {has} {have} responsibility for reports, complaints and investigations concerning sexual harassment. The investigator(s) shall be a neutral party having had no involvement in the complaint presented.

Step 1 Any sexual harassment information (i.e., reports, complaints, rumors, etc.) shall be presented to district officials, this includes officials such as the principal, compliance officer or superintendent. All such information shall be reduced to writing and will include the specific nature of the sexual harassment and corresponding dates.

The district official receiving the complaint shall cause the district to provide written notice from the district to the complainant that includes:

1. The rights of the student, student's parents, staff member, person or person's parents who filed the complaint;
2. Information about the internal complaint processes available through the school or district that the student, student's parents, staff member, person or person's parents may pursue, including the person designated for the school or district for receiving complaints;
3. Notice that civil and criminal remedies that are not provided by the school or district may be available to the complainant through the legal system and that those remedies may be subject to statutes of limitation;
4. Information about services available to the student or staff member complainant through the school or district including any counseling services, nursing services or peer advising;
5. Information about the privacy rights of the student, student's parents, staff member, person or person's parents and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;
6. Information about, and contact information for, state and community-based services and resources that are available to persons who have experienced sexual harassment; and
7. Notice that students who report information 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.

This written notification must:

1. Be written in plain language that is easy to understand;
2. Use print that is of the color, size and font that allow the notification to be easily read; and
3. Be made available to students, students' parents, staff members and members of the public at each school office, at the district office and on the school or district website.

Step 2 The district official receiving the information or complaint shall promptly initiate an investigation and will notify the complainant when such investigation is initiated. The official will arrange such meetings as may be necessary to discuss the issue with all concerned parties within {five} working days after receipt of the information or complaint. All findings of the investigation, including the response of the alleged harasser, shall be reduced to writing. The official conducting the investigation shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. The parties will have an opportunity to submit evidence and a list of witnesses.

A copy of the notification letter provided in step 1 and the date and details of notification to the complainant of the results of the investigation, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

Step 3 If a complainant is not satisfied with the decision at step 2, the complainant may submit a written appeal to the superintendent or designee. Such appeal must be filed within {10} working days after receipt of the step 2 decision. The superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the complainant within {10} working days.

Step 4 If a complainant is not satisfied with the decision at step 3, the complainant may submit a written appeal to the Board. Such appeal must be filed within {10} working days after receipt of the step 3 decision. The Board shall, within {20} working days, conduct a hearing at which time the complainant shall be given an opportunity to present the appeal. The Board may use executive session if the subject matter qualifies under Oregon law. The Board shall provide a written decision to the complainant within {10} working days following completion of the hearing.

Complaints against the principal may start at step 3 and may be filed with the superintendent. The superintendent will cause the notice requirements identified in step 1 to be completed and the notice to the complainant when the investigation is initiated. The superintendent will investigate the complaint and will notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within {10} working days of receipt by the superintendent, the complainant may appeal to the Board in step 4.

Complaints against the superintendent may start at step 4 and should be referred to the Board chair on behalf of the Board. The Board chair will cause the notice requirements identified in step 1 to be completed and the notice to the complainant when the investigation is initiated. The Board chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board chair shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. After receiving the results of the investigation, the Board shall decide, within {20} days, in open session what action, if any, is warranted.

Direct complaints related to employment may be filed with the U.S. Department of Labor, Equal Employment Opportunity Commission or Oregon Bureau of Labor and Industries.

Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 2nd Ave., Room 3310, Seattle, WA 98174-1099.

Additional information regarding filing of a complaint may be obtained through the principal, compliance officer or superintendent.

All documentation related to sexual harassment complaints may become part of the student's education record or employee's personnel file, as appropriate. Additionally, a copy of all sexual harassment complaints and documentation will be maintained as a confidential file and stored in the district office.

The superintendent shall report the name of any person holding a teaching license or registered with Teacher Standards and Practices Commission (TSPC) or participating in a practicum under Oregon Administrative Rule (OAR) Chapter 584, Division 17, when, after appropriate investigation, there is reasonable cause to believe the person may have committed an act of sexual harassment. Reports shall be made to TSPC within 30 days of such a finding. Reports of sexual contact with a student shall be given to a representative from law enforcement or Oregon Department of Human Services, as possible child abuse.

Hermiston School District 8R
502 W Standard Ave., Hermiston, Oregon 97838 | Ph: 541-667-6000

SEXUAL HARASSMENT COMPLAINT FORM

Name of complainant: _____

Position of complainant: _____

Date of complaint: _____

Name of alleged harasser: _____

Date and place of incident or incidents: _____

Description of misconduct: _____

Name of witnesses (if any): _____

Evidence of sexual harassment, i.e., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

Hermiston School District 8R
502 W Standard Ave., Hermiston, Oregon 97838 | Ph: 541-667-6000

WITNESS DISCLOSURE FORM

Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

Description of Instance Witnessed: _____

Any Other Information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

Hermiston School District 8R

Code: IGBAH-AR
Adopted: 3/04/08
Revised/Readopted: 7/10/17
Orig. Code: IGBAH-AR

Special Education - Evaluation and Eligibility Procedures**

1. Request for Initial Evaluation
 - a. Consistent with its child find and parent consent obligations, the district responds promptly to requests initiated by a parent or public agency for an initial evaluation to determine if a child is a child with a disability.
 - b. Upon receiving a request from a parent or public agency for an initial evaluation, the district designates a team to determine whether an initial evaluation will be conducted.
 - (1) The district team includes the parent and at least two professionals, at least one of whom is a specialist knowledgeable and experienced in the evaluation and education of children with disabilities.
 - (a) The team may make the decision to evaluate with or without a meeting.
 - (b) The district documents team members' input, including parents, whether or not the district convenes a meeting.
 - c. If a meeting is held, the district invites parents to participate.
 - d. If the district agency refuses an evaluation requested by the parent, the district provides the parent with prior written notice of its refusal to conduct an evaluation.
 - e. The district acknowledges the parent's rights to challenge its refusal to conduct an evaluation.
2. The initial evaluation consists of procedures:
 - a. To determine if the child has a disability; and
 - b. To identify the child's educational needs.
3. The district conducts the initial evaluation within 60 school days of receiving parental consent for evaluation unless:
 - a. The district and the parents agree in writing to extend the timeline for an evaluation to determine eligibility for specific learning disabilities;
 - b. The child moves from another district during the evaluation, the district is making sufficient progress to ensure a prompt completion of the evaluation, and the parent and the district agree in writing to a specific time when the evaluation will be completed; or
 - c. The parent repeatedly fails or refuses to produce the child for evaluation.
4. Re-evaluation
 - a. The district conducts re-evaluations:

- (1) When the educational or related services needs, including improved academic achievement and functional performance of the child, warrant an evaluation;
 - (2) When the child's parents or teacher request a re-evaluation; and
 - (3) At least every three years, unless that parent and the district agree that a re-evaluation is unnecessary.
- b. The district does not conduct re-evaluation more than once a year, unless the parent and district agree otherwise.

5. Evaluation Planning

- a. ~~The district, or designated referral and evaluation agency for preschool children, ensures that,~~ As part of an initial evaluation (if appropriate), and as part of any re-evaluation, the child's individualized education program (IEP) or individualized family service plan (IFSP) team, including the parents and other qualified professionals, as appropriate, must review ~~and document their review of~~ existing ~~evaluation data~~ information on the child, including:
- (1) Evaluations and information provided by the child's parents;
 - (2) Current classroom-based, local or state assessments and classroom-based observations; ~~and~~
 - (3) Observations by teachers and related service providers; ~~and~~
 - (4) Medical, sensory, and health information.
- b. On the basis of that review and input from the child's parents, identify what additional data if any is needed to determine:
- (1) Whether the child has a disability;
 - (2) The child's present levels of academic achievement and related development needs;
 - (3) Whether the child needs or continues to need early intervention/early childhood special education (EI/ECSE) or special education and related services; and
 - (4) For re-evaluation, whether the child needs any additions or modifications to the special education and related services or, for a preschool child, any additions or modification to ECSE services:
 - (a) To enable the child to meet the measurable annual goals in the child's IEP or IFSP; and
 - (b) To participate, as appropriate, in the general education curriculum or, for preschool children, appropriate activities.

6. Evaluation Procedures

- a. The district assesses the child in all areas related to the suspected disability, including, if appropriate, health, vision, hearing, social and emotional status, general intelligence, academic performance, communicative status and motor abilities.
- b. The evaluation is sufficiently comprehensive to identify all of the child's special education and related needs, whether or not commonly linked to the disability category in which the child has been classified.
- c. The evaluation includes information provided by the parent and a variety of assessment tools and strategies to gather relevant functional, developmental and academic information about the child that assist in determining:

- (1) Whether the child has a disability; and
 - (2) The content of the child's IEP, including information related to enabling the child to be involved in and progress in the general education curriculum (or for a preschool child, to participate in appropriate activities).
- d. The district ensures that assessments and other evaluation materials, including those tailored to assess specific areas of educational need, used to assess a child:
- (1) Are selected and administered so as not to be discriminatory on a racial or cultural basis;
 - (2) Are provided and administered in the child's native language or other mode of communication and in the form most likely to yield accurate information on what the child knows and can do academically, developmentally and functionally, unless it is clearly not feasible to do so;
 - (3) Are used for the purposes for which the assessments or measures are valid and reliable;
 - (4) Are administered by trained and knowledgeable personnel; and
 - (5) Are administered in accordance with any instructions provided by the producer of the assessments.
- e. The district selects and administers assessments to ensure that if an assessment is administered to a child with impaired sensory, manual or speaking skills, the assessment results accurately reflect the child's aptitude or achievement level or whatever other factors the test purports to measure, rather than reflecting the child's impaired sensory, manual or speaking skills (unless those skills are the factors that the test purports to measure).
- f. The district uses technically sound instruments that may assess the relative contribution of cognitive factors and behavioral factors in addition to physical or developmental factors.
- g. The district does not use any single measure of assessment as the sole criterion for determining whether a child is a child with a disability and for determining an appropriate educational program for the child.

7. Requirements if Additional Evaluation Data is not Needed to Determine Eligibility

- a. If the child's IEP or IFSP team determines that no additional data is needed to determine whether or not the child is or continues to be a child with a disability, and to determine the child's educational and developmental needs, the district provides prior written notice of that decision, the reasons for it, and the right of parents to request an assessment.
- b. When the IEP or IFSP team determines that no additional data is needed to determine eligibility, the district does not conduct an assessment of the child unless requested to do so by the parents.

8. Evaluation Procedures for Transfer Students

When a child with disabilities transfers from one district to another district in the same school year, the district coordinates with the previous district to complete any pending assessment as quickly as possible.

9. Eligibility Determination

- a. Once evaluation is completed, the district designates an eligibility team to determine whether the child is eligible for special education services.
- b. This team includes:

- (1) Two or more professionals, one of whom will be knowledgeable and experienced in evaluating and teaching students with the suspected disability; and
 - (2) The student's parent(s).
- c. For consideration of eligibility in the area of specific learning disabilities, the district eligibility team includes:
- (1) A group of qualified professionals and the parent;
 - (2) The child's regular classroom teacher or, if the child does not have a regular classroom teacher, a regular classroom teacher qualified to teach a child of his or her age, or for a child of less than school age, a preschool teacher; and
 - (3) A person qualified to conduct individual diagnostic examinations of children, such as a school psychologist, speech-language pathologist or other qualified professional.
- d. In interpreting evaluation data, each district team carefully considers and documents information from a variety of sources, including but not limited to, aptitude and achievement tests, teacher recommendations, physical condition, social or cultural background and adaptive behavior and all required elements of the evaluation.
- e. Each eligibility team prepares a written eligibility statement that includes:
- (1) Identification of the evaluation data considered in determining the child's eligibility, including the required evaluation components for the disability under consideration;
 - (2) A determination of whether the child meets the minimum evaluation criteria for one or more of the disability categories in Oregon Administrative Rule;
 - (3) A determination of whether the primary basis for the suspected disability is:
 - (a) A lack of appropriate instruction in reading (including the essential components of reading) or math; or
 - (b) Limited English proficiency.
 - (4) A determination of whether the child's disability has an adverse impact on the child's educational performance;
 - (5) A determination of whether, as a result of the disability, the child needs special education services;
 - (6) The signature of every team member and an indication of whether each agrees with the eligibility determination;
 - (7) For a child suspected of having a specific learning disability, the team's written report includes additional specific documentation as required by Oregon Administrative Rule.
- f. The team does not find a child eligible as a child with a disability if the determinant factor for that eligibility decision is:
- (1) Lack of appropriate instruction in reading, including the essential components of reading instruction or lack of appropriate instruction in math; or
 - (2) Limited English proficiency; and
 - (3) The child does not otherwise meet the eligibility criteria found in Oregon Administrative Rule for the category(ies) of disability under consideration.

- g. The team finds a child eligible if the child has a disability and needs special education and related services, even though the child is advancing from grade to grade.
- h. A child may have disabilities in more than one disability category, but the team needs to find the child eligible in only one category. However, the district evaluates the child in all areas related to the suspected disability or disabilities, and the child's IEP addresses all of the child's special education needs.

Hermiston School District 8R

Code: JBA/GBN
Adopted: 11/10/14
Revised/Readopted: 7/24/17; 10/08/18
Orig. Code: JBA/GBN

Sexual Harassment

(Version 1)

~~This version is recommended for deletion; see new~~

The Board is committed to the elimination of sexual harassment in district schools and activities. Sexual harassment is strictly prohibited and shall not be tolerated. This includes sexual harassment of students, staff members or third parties who are on or immediately adjacent to school grounds, at any district-sponsored activity, on any district-provided transportation or at any official district bus stop, by other students, staff members, Board members or third parties. "Third parties" include, but are not limited to, school volunteers, parents, school visitors, service contractors or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events. "District" includes district facilities, district premises and nondistrict property if the student or staff member is at any district-sponsored, district-approved or district-related activity or function, such as field trips or athletic events, where students are under the jurisdiction of the district or where the staff member is engaged in district business. The prohibition also includes off duty conduct which is incompatible with district job responsibilities.

Sexual harassment of students, staff members or third parties shall include, but is not limited to, unwelcome sexual advances, requests for sexual favors and other verbal, nonverbal or physical conduct of a sexual nature when:

1. The conduct or communication has the purpose or effect of demanding sexual favors in exchange for benefits;
2. Submission to or rejection of the conduct or communication is used as the basis for employment or assignment of staff members or educational decisions affecting a student;
3. The conduct or communication is so severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student's educational performance or with a staff member's ability to perform job responsibilities; or creates an intimidating, offensive or hostile educational or working environment. Relevant factors to be considered will include, but not be limited to: (a) did the individual view the environment as hostile; (b) was it reasonable to view the environment as hostile; (c) the nature of the conduct; (d) how often the conduct occurred and how long it continued; (e) age and sex of the complainant; (f) whether the alleged harasser was in a position of power over the subject of the harassment; (g) number of individuals involved; (h) age of the alleged harasser; (i) where the harassment occurred and under what conditions; (j) other incidents of sexual harassment in the district involving the same or other students, staff members or third parties.

Examples of sexual harassment may include, but not be limited to: physical touching or graffiti of a sexual nature, displaying or distributing of sexually explicit drawings, pictures and written materials, sexual gestures or obscene jokes, touching oneself sexually or talking about one's sexuality in front of others or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

Sexual Harassment – JBA/GBN

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Complaints about behavior that may violate this policy should be filed using AC-AR - Complaint Procedure. All complaints shall be promptly investigated.

Any students, staff members or third parties who have knowledge of conduct in violation of this policy or who feels they are a victim of sexual harassment must immediately report their concerns to the building principal, compliance officer or superintendent, who has overall responsibility for all investigations. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

Upon receipt of a complaint by a student, student's parents, a staff member or a third party alleging behavior that may violate this policy, the district shall provide written notice as required by Oregon Revised Statute (ORS) 342.704(4) to the complainant.

The student and/or the student's parents, staff member or third party who initiated the complaint shall be notified that the investigation has been concluded and as to whether a violation of this policy was found to have occurred to the extent allowable under state and federal confidentiality laws.

The initiation of a complaint in good faith about behavior that may violate this policy may not adversely affect the educational assignments or educational environment of a student complainant or any terms or conditions of employment or work environment of the staff member complainant or any terms or conditions of employment or of work or educational environment of a third-party complainant. There shall be no retaliation by the district against any person who, in good faith, reports, files a complaint or otherwise participates in an investigation or inquiry of sexual harassment.

It is the intent of the Board that appropriate corrective action will be taken by the district to stop the sexual harassment, prevent its recurrence and address negative consequences. Students in violation of this policy shall be subject to discipline up to and including expulsion and/or counseling or sexual harassment awareness training, as appropriate. The age and maturity of the student(s) involved and other relevant factors will be considered in determining appropriate action. Staff members in violation of this policy shall be subject to discipline, up to and including dismissal and/or counseling or additional sexual harassment awareness training, as appropriate. Other individuals whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Additionally, the district may report individuals in violation of this policy to law enforcement officials. Licensed staff, staff registered with the Teacher Standards and Practices Commission (TSPC) and those participating in practicum programs, as specified by Oregon Administrative Rules, shall be reported to TSPC.

The superintendent shall ensure appropriate periodic sexual harassment awareness training or information is provided to all supervisors, staff members and students and that annually, the name and position of district officials responsible for accepting and managing sexual harassment complaints, business phone numbers, addresses or other necessary contact information is readily available. This policy as well as the complaint procedure will be made available upon request to all students, parents of students, staff members and third parties, posted on the district's website and published in student/parent and staff handbooks. The district's policy shall be posted on a sign in all grade 6 through 12 schools. Posted signs shall be at least 8 1/2 inches by 11 inches in size.

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Sexual Harassment – JBA/GBN
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The superintendent will establish a process of reporting incidents of sexual harassment.

END OF POLICY

Legal Reference(s):

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

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 (2019).
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Gebser v. Lago Vista Indep. Sch. Dist., 524 U.S. 274 (1998).

Cross Reference(s):

GBN/JBA - Sexual Harassment
JFCF - Harassment/Intimidation/Bullying/Cyberbullying/Teen Dating Violence/Domestic Violence – Student

Sexual Harassment – JBA/GBN
4-4

Hermiston School District 8R

Code: JBA/GBN
Adopted:

Sexual Harassment

(Version 2)

(New proposed version; review all selected bracketed language for correctness and resolve other bracketed language not resolved)

The district is committed to the elimination of sexual harassment in district schools, activities and programs. Sexual harassment is strictly prohibited and shall not be tolerated. This includes sexual harassment: of students by staff members, other students or third parties; of staff members by students, other staff members or third parties; and of third parties by staff members and students. This policy applies to third parties who are on or immediately adjacent to school grounds or district property, are at any school-sponsored or district-sponsored activity or program, or are off school or district property, if a student or staff member acts toward the person in a manner that creates a hostile environment for the person while at school or a school-sponsored or district-sponsored activity or program. "Third parties" include, but are not limited to, school volunteers, parents, school visitors, service contractors or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events. "District" includes: district facilities; district premises and nondistrict property if the student or staff member is at any district-sponsored, district-approved or district-related activity or function, such as field trips or athletic events, where students are under the jurisdiction of the district; or where the staff member is engaged in district business. [The prohibition also includes off duty conduct which is incompatible with a staff member's district job responsibilities.]

All staff members, students, and third parties are subject to this policy.

Sexual harassment of students, staff members or third parties 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 interferes with a student's educational program or activity or that creates an intimidating, offensive or hostile educational environment; unwelcome conduct of a sexual nature that is physical, verbal or nonverbal and that interferes with the staff member's ability to perform the job or that creates an intimidating, offensive or hostile work environment; or unwelcome conduct of a sexual nature that is physical, verbal or nonverbal and that creates an intimidating, offensive or hostile environment; and
3. Assault when sexual contact occurs without the student's, staff member's or third party's consent because the student, staff member or third party is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats.

Examples of sexual harassment may include, but not be limited to, [^+]physical touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials;

[^+ OAR 581-021-0038 requires that the policy include a "list of examples of harassing behaviors covered by policy". The bracketed list in this policy reflects OSBA's recommendations. The district does have discretion in what is included in this list.

sexual gestures or obscene jokes; touching oneself sexually or talking about one's sexuality in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance}.

All complaints or reports about behavior that may violate this policy shall be promptly investigated.

Any staff member who becomes aware of behavior that may violate this policy shall [immediately] report to a district official so that the district official (and the reporting staff member when the victim of the harassment is a student or third party) may coordinate efforts to 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 that are 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 staff member who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to [immediately] 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.

Upon receipt of a complaint from a student or the student's parents, a staff member or a third party alleging behavior that may violate this policy, the district shall provide written notice as required by Oregon Revised Statute (ORS) 342.704(5) to the complainant.

The person who initiated the complaint and if applicable the student's parents or person's parents shall be notified when the investigation is initiated and concluded and as to whether a violation of this policy was found to have occurred to the extent allowable under state and federal student confidentiality laws.

The initiation of a complaint, and the participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the educational assignments or any terms or conditions of employment or of work or educational environment of the person who initiated the complaint or who participates in the investigation. There shall be no retaliation by the district against any person who, in good faith, reports, files a complaint or otherwise participates in an investigation or inquiry of sexual harassment.

It is the intent of the Board that appropriate corrective action will be taken by the district to stop the sexual harassment, prevent its recurrence and address negative consequences. Students in violation of this policy shall be subject to discipline up to and including expulsion and/or counseling or sexual harassment awareness training, as appropriate. The age and maturity of the student(s) involved and other relevant factors will be considered in determining appropriate action. Staff members in violation of this policy shall

If you are listing behaviors not reflected in our recommendations, please make sure that you have your list reviewed by your school district's legal counsel.]

be subject to discipline, up to and including dismissal and/or additional sexual harassment awareness training, as appropriate. Other individuals whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board. Additionally, the district may report individuals in violation of this policy to law enforcement officials. Licensed staff, staff registered with the Teacher Standards and Practices Commission (TSPC) and those participating in practicum programs, as specified by Oregon Administrative Rules, shall be reported to TSPC.

The superintendent shall ensure appropriate periodic sexual harassment awareness training or information is provided to all supervisors, staff members and students and that annually, the name and position of district officials responsible for accepting and managing sexual harassment complaints, business phone numbers, addresses or other necessary contact information is readily available. This policy as well as the complaint procedure will be made available upon request to all students, parents of students, staff members and third parties, posted on the district’s website and published in student/parent and staff handbooks. The district’s policy shall be posted on a sign in ²~~all grade 6 through 12 schools~~ ~~all schools~~. Posted signs shall be at least 8-1/2 inches by 11 inches in size.

The superintendent will establish a process of reporting incidents of sexual harassment.

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 (2019).

Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).

Gebser v. Lago Vista Indep. Sch. Dist., 524 U.S. 274 (1998).

² Posting in “in grade 6 through 12 schools” is the minimum requirement per ORS 342.700.

Hermiston School District 8R

Code: JBA/GBN-AR
Revised/Reviewed: 7/24/17; 10/08/18

D

Sexual Harassment Complaint Procedure (Version 1)

Principals, the compliance officer and the superintendent have responsibility for complaints and investigations concerning sexual harassment. The investigator(s) shall be a neutral party having had no involvement in the complaint presented.

Step 1 Any sexual harassment information (i.e., complaints, rumors, etc.) shall be presented to the principal, compliance officer or superintendent. All such information shall be reduced to writing and will include the specific nature of the sexual harassment and corresponding dates.

The district official receiving the complaint shall cause the district to provide written notice from the district to the complainant that includes:

1. Their rights;
2. Information about the internal complaint processes available through the school or district that the complainant may pursue;
3. Notice that civil and criminal remedies that are not provided by the school or district may be available to the complainant through the legal system and that those remedies may be subject to statutes of limitation;
4. Information about services available to the student or staff member complainant through the school or district including any counseling services, nursing services or peer advising;
5. Information about the privacy rights of the complainants and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district; and
6. Information about, and contact information for, state and community-based services and resources that are available to persons who have experienced sexual harassment.

This written notification must:

1. Be written in plain language that is easy to understand;
2. Use print that is of the color, size and font that allow the notification to be easily read; and
3. Include that this information is made available to students, students' parents, staff members and members of the public on the school or district website.

Step 2 The district official receiving the information or complaint shall promptly initiate an investigation. The official will arrange such meetings as may be necessary to discuss the issue with all concerned parties within five working days after receipt of the information or complaint. All findings of the investigation, including the response of the alleged harasser, shall be reduced to writing. The official conducting the investigation shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. The parties will have an opportunity to submit evidence and a list of witnesses.

A copy of the notification letter provided in step 1 and the date and details of notification to the complainant of the results of the investigation, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

Step 3 If a complainant is not satisfied with the decision at Step 2, the complainant may submit a written appeal to the superintendent or designee. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the complainant within 10 working days.

Step 4 If a complainant is not satisfied with the decision at Step 3, the complainant may submit a written appeal to the Board. Such appeal must be filed within 10 working days after receipt of the Step 3 decision. The Board shall, within 20 working days, conduct a hearing at which time the complainant shall be given an opportunity to present the appeal. The Board shall provide a written decision to the complainant within 10 working days following completion of the hearing.

Complaints against the principal may start at step 3 and may be filed with the superintendent. The superintendent will cause the notice requirements identified in step 1 to be completed. The superintendent will investigate the complaint and will notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within 10 working days of receipt by the superintendent, the complainant may appeal to the Board in step 4.

Complaints against the superintendent may start at step 4 and should be referred to the Board chair on behalf of the Board. The Board chair will cause the notice requirements identified in step 1 to be completed. The Board chair shall present the complaint to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board chair shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. After receiving the results of the investigation, the Board shall decide, within 20 days, in open session what action, if any, is warranted.

Direct complaints related to employment may be filed with the U.S. Department of Labor, Equal Employment Opportunity Commission or Oregon Bureau of Labor and Industries.

Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 Second Ave., Room 3310, Seattle, WA 98174-1099.

Additional information regarding filing of a complaint may be obtained through the principal, compliance officer or superintendent.

All documentation related to sexual harassment complaints may become part of the student's education record or employee's personnel file, as appropriate. Additionally, a copy of all sexual harassment complaints and documentation will be maintained as a confidential file and stored in the district office.

The superintendent shall report the name of any person holding a teaching license or registered with Teacher Standards and Practices Commission (TSPC) or participating in a practicum under Oregon Administrative Rule (OAR) Chapter 584, Division 17, when, after appropriate investigation, there is reasonable cause to believe the person may have committed an act of sexual harassment. Reports shall be made to TSPC within 30 days of such a finding. Reports of sexual contact with a student shall be given to a representative from law enforcement or Oregon Department of Human Services, as possible abuse of a child.

D
E

L

E

T

E

Sexual Harassment Complaint Form

D
Name of complainant: _____

Position of complainant: _____

Date of complaint: _____

F
Name of alleged harasser: _____

Date and place of incident or incidents: _____

Description of misconduct: _____

L
Name of witnesses (if any): _____

E
Evidence of sexual harassment, i.e., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

T
I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

E
Date: _____

Witness Disclosure Form

D
Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

E
Description of Instance Witnessed: _____

L
Any Other Information: _____

E

I agree that all the information on this form is accurate and true to the best of my knowledge.

T
Signature: _____ Date: _____

E

Hermiston School District 8R

Code: JBA/GBN-AR

Revised/Reviewed:

Sexual Harassment Complaint Procedure

(Version 2)

{Principals,} {the compliance officer} {and the superintendent} ~~{has}~~ {have} responsibility for reports, complaints and investigations concerning sexual harassment. The investigator(s) shall be a neutral party having had no involvement in the complaint presented.

Step 1 Any sexual harassment information (i.e., reports, complaints, rumors, etc.) shall be presented to district officials, this includes officials such as the principal, compliance officer or superintendent. All such information shall be reduced to writing and will include the specific nature of the sexual harassment and corresponding dates.

The district official receiving the complaint shall cause the district to provide written notice from the district to the complainant that includes:

1. The rights of the student, student's parents, staff member, person or person's parents who filed the complaint;
2. Information about the internal complaint processes available through the school or district that the student, student's parents, staff member, person or person's parents may pursue, including the person designated for the school or district for receiving complaints;
3. Notice that civil and criminal remedies that are not provided by the school or district may be available to the complainant through the legal system and that those remedies may be subject to statutes of limitation;
4. Information about services available to the student or staff member complainant through the school or district including any counseling services, nursing services or peer advising;
5. Information about the privacy rights of the student, student's parents, staff member, person or person's parents and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;
6. Information about, and contact information for, state and community-based services and resources that are available to persons who have experienced sexual harassment; and
7. Notice that students who report information 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.

This written notification must:

1. Be written in plain language that is easy to understand;
2. Use print that is of the color, size and font that allow the notification to be easily read; and
3. Be made available to students, students' parents, staff members and members of the public at each school office, at the district office and on the school or district website.

Step 2 The district official receiving the information or complaint shall promptly initiate an investigation and will notify the complainant when such investigation is initiated. The official will arrange such meetings as may be necessary to discuss the issue with all concerned parties within {five} working days after receipt of the information or complaint. All findings of the investigation, including the response of the alleged harasser, shall be reduced to writing. The official conducting the investigation shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. The parties will have an opportunity to submit evidence and a list of witnesses.

A copy of the notification letter provided in step 1 and the date and details of notification to the complainant of the results of the investigation, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

Step 3 If a complainant is not satisfied with the decision at step 2, the complainant may submit a written appeal to the superintendent or designee. Such appeal must be filed within {10} working days after receipt of the step 2 decision. The superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the complainant within {10} working days.

Step 4 If a complainant is not satisfied with the decision at step 3, the complainant may submit a written appeal to the Board. Such appeal must be filed within {10} working days after receipt of the step 3 decision. The Board shall, within {20} working days, conduct a hearing at which time the complainant shall be given an opportunity to present the appeal. The Board may use executive session if the subject matter qualifies under Oregon law. The Board shall provide a written decision to the complainant within {10} working days following completion of the hearing.

Complaints against the principal may start at step 3 and may be filed with the superintendent. The superintendent will cause the notice requirements identified in step 1 to be completed and the notice to the complainant when the investigation is initiated. The superintendent will investigate the complaint and will notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within {10} working days of receipt by the superintendent, the complainant may appeal to the Board in step 4.

Complaints against the superintendent may start at step 4 and should be referred to the Board chair on behalf of the Board. The Board chair will cause the notice requirements identified in step 1 to be completed and the notice to the complainant when the investigation is initiated. The Board chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. The Board chair shall notify the complainant in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. After receiving the results of the investigation, the Board shall decide, within {20} days, in open session what action, if any, is warranted.

Direct complaints related to employment may be filed with the U.S. Department of Labor, Equal Employment Opportunity Commission or Oregon Bureau of Labor and Industries.

Direct complaints related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 2nd Ave., Room 3310, Seattle, WA 98174-1099.

Additional information regarding filing of a complaint may be obtained through the principal, compliance officer or superintendent.

All documentation related to sexual harassment complaints may become part of the student's education record or employee's personnel file, as appropriate. Additionally, a copy of all sexual harassment complaints and documentation will be maintained as a confidential file and stored in the district office.

The superintendent shall report the name of any person holding a teaching license or registered with Teacher Standards and Practices Commission (TSPC) or participating in a practicum under Oregon Administrative Rule (OAR) Chapter 584, Division 17, when, after appropriate investigation, there is reasonable cause to believe the person may have committed an act of sexual harassment. Reports shall be made to TSPC within 30 days of such a finding. Reports of sexual contact with a student shall be given to a representative from law enforcement or Oregon Department of Human Services, as possible child abuse.

Hermiston School District 8R
502 W Standard Ave., Hermiston, Oregon 97838 | Ph: 541-667-6000

SEXUAL HARASSMENT COMPLAINT FORM

Name of complainant: _____

Position of complainant: _____

Date of complaint: _____

Name of alleged harasser: _____

Date and place of incident or incidents: _____

Description of misconduct: _____

Name of witnesses (if any): _____

Evidence of sexual harassment, i.e., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

Hermiston School District 8R
502 W Standard Ave., Hermiston, Oregon 97838 | Ph: 541-667-6000

WITNESS DISCLOSURE FORM

Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

Description of Instance Witnessed: _____

Any Other Information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

Hermiston School District 8R

Code: JHH

Adopted:

Student Suicide Prevention**

(New required policy)

The district shall develop a comprehensive student suicide prevention plan for students in kindergarten through grade 12.

[The district may consult with state or national suicide prevention organizations, the Oregon Department of Education (ODE), school-based mental health professionals, parents, guardians, employees, students, administrators and school boards associations when developing the required plan.]

The plan shall include, at a minimum:

1. Procedures relating to suicide prevention, intervention and activities that reduce risk and promote healing after a suicide;
2. Identification of the school officials responsible for responding to reports of suicidal risk;
3. A procedure by which a person may request the district to review the actions of a school in responding to suicidal risk;
4. Methods to address the needs of high-risk groups, including:
 - a. Youth bereaved by suicide;
 - b. Youth with disabilities, mental illness or substance abuse disorders;
 - c. Youth experiencing homelessness or out of home settings, such as foster care; and
 - d. Lesbian, gay, bisexual, transgender, queer and other minority gender identity and sexual orientation, Native American, Black, Latinx, and Asian students.
5. A description of, and materials for, any training to be provided to employees as part of the plan, which must include:
 - a. When and how to refer youth and their families to appropriate mental health services; and
 - b. Programs that can be completed through self-review of suitable suicide prevention materials.
6. Supports that are culturally and linguistically responsive;
7. Procedures for reentry into a school environment following a hospitalization or behavioral health crisis¹; and

¹ “Behavioral health crisis” as defined by Oregon Administrative Rule (OAR) 581-022-2510, means a disruption in an individual’s mental or emotional stability or functioning resulting in an urgent need for immediate treatment to prevent a serious deterioration in the individual’s mental or physical health.

8. A process for designating staff to be trained in an evidence-based suicide prevention program.²

The plan must be written to ensure that a district employee acts only within the authorization and scope of the employee's credentials or licenses.

The plan must be available annually to the community of the district, including district students, their parents and guardians, and employees and volunteers of the district, and readily available at the district office and on the district website.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.343](#)

[OAR 581-022-2510](#)

² ODE will provide a list of available programs.

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

DIRECTOR OF BUSINESS SERVICES' RECOMMENDATION

6.3 CONSENT ITEMS: Business Office

6.3.1 TOPIC: Acceptance of Gifts

It is recommended.

RECOMMENDATION:

. that the Board of Education accepts the following gifts:

SCHOOL/PROG	GIFT	VALUE	DONOR
Highland Hills Elementary School- Music Department	Cash	\$538.58	YourCause, LLC
Highland Hills Elementary School	Cash	\$15.14	Swire Coca Cola USA
West Park Elementary School	5 Bicycles		Hermiston Masonic Lodge #138
Desert View Elementary School	5 Bicycles		Hermiston Masonic Lodge #138
Rocky Heights Elementary School	5 Bicycles		Hermiston Masonic Lodge #138
Hermiston High School	Cash	\$10,000.00	Made to Thrive
Sunset Elementary School	5 Bicycles		Hermiston Masonic Lodge #138
Highland Hills Elementary School	5 Bicycles		Hermiston Masonic Lodge #138
Sandstone Middle School	Cash	\$30.85	United Way of the Blue Mountains

bc



Hermiston School District 8R

305 SW 11TH Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: HHES Music Program

Name of Donor: YourCause, LLC Trustee for PGE Employee Giving Campaign

Donor Address: 6111 W. Plano Parkway, Ste 1000 YC, Plano, TX 75093

Donor Telephone Number: N/A

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: Check for \$538.58

Purpose of gift/donation: Highland Hills Music Program Supplies

Signature of Donor: N/A

Date: 05/18/2020

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator: [Signature] Date: 5-18-20

Recommendation of Business Manager: [Signature] Date: 5.4.2020

Recommendation of Superintendent: [Signature] Date: 7.6.2020

Action of the Board of Education: Accepted Not Accepted

Secretary to the Board of Education _____ Date: _____



Hermiston School District 8R

305 SW 11TH Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Highland Hills Elementary School

Name of Donor: Swire Coca Cola USA

Donor Address: PO Box 1440, Draper, UT 84020

Donor Telephone Number: N/A

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: Check for \$15.14

Purpose of gift/donation: Highland Hills building purchase (general)

Signature of Donor: N/A

Date: 05/18/2020

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 5-18-20

Recommendation of Business Manager [Signature] Date: 6-9-2020

Recommendation of Superintendent [Signature] Date: 7-4-2020

Action of the Board of Education: Accepted Not Accepted

Secretary to the Board of Education _____ Date: _____



Hermiston School District 8R

305 SW 11TH Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: West Park Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: 541-701-4000-Mat Williams Bikes for Books contact

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500 total

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 2nd-5th.

Signature of Donor: N/A

Date: 05/21/2020

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 5/27/2020

Recommendation of Business Manager [Signature] Date: 6.10.2020

Recommendation of Superintendent [Signature] Date: 7.6.2020

Action of the Board of Education: Accepted _____ Not Accepted _____

Secretary to the Board of Education _____ Date: _____



Hermiston School District 8R

305 SW 11TH Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Desert View Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: 541-701-4000-Mat Williams Bikes for Books contact

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500 total

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 2nd-5th.

Signature of Donor: N/A

Date: 05/28/2020

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 5/28/20

Recommendation of Business Manager [Signature] Date: 6.10.2020

Recommendation of Superintendent [Signature] Date: 7.6.2020

Action of the Board of Education: Accepted Not Accepted

Secretary to the Board of Education _____ Date: _____



Hermiston School District 8R

305 SW 11TH Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Rocky Heights Elementary

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: 541-701-4000-Mat Williams Bikes for Books Contact

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500 total.

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 2nd-5th.

Signature of Donor: N/A

Date: 06/02/2020

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 6-2-2020

Recommendation of Business Manager [Signature] Date: 6-10-2020

Recommendation of Superintendent [Signature] Date: 7-6-2020

Action of the Board of Education: Accepted _____ Not Accepted _____

Secretary to the Board of Education _____ Date: _____



Hermiston School District 8R

305 SW 11TH Street, Hermiston, Oregon 97838-2103
Phone: (541) 667-6000 Fax: (541) 667-6050
www.hermiston.k12.or.us

APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Hermiston High School

Name of Donor: Made to Thrive

Donor Address: PO Box 684, Hermiston, Oregon 97838

Donor Telephone Number: 541-289-2343

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: Check # 2340

For \$ 10,000.00

Purpose of gift/donation: To offset student fees

Signature of Donor: Kristen Danneberg

Date: 06/03/2020

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator Karen Daniel Date: 6.3.2020

Recommendation of Business Manager Karen Daniel Date: 6.16.2020

Recommendation of Superintendent Tymoney Date: 7.6.2020

Action of the Board of Education: Accepted _____ Not Accepted _____

Secretary to the Board of Education _____ Date: _____



Hermiston School District 8R

305 SW 11TH Street, Hermiston, Oregon 97838-2103
Phone: (541) 667-6000 Fax: (541) 667-6050
www.hermiston.k12.or.us

APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Sunset Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: 541-701-4000-Mat Williams Bikes for Books contact

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500.

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 2nd-5th.

Signature of Donor: N/A

Date: _____

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 6/5/20

Recommendation of Business Manager [Signature] Date: 6.10.2020

Recommendation of Superintendent [Signature] Date: 7.6.2020

Action of the Board of Education: Accepted _____ Not Accepted _____

Secretary to the Board of Education _____ Date: _____



Hermiston School District 8R

305 SW 11TH Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Highland Hills Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: 541-701-4000-Mat Williams Bikes for Books contact

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500 total

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 2nd-5th.

Signature of Donor: N/A

Date: 06/01/2020

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator: [Signature] Date: 6-9-20

Recommendation of Business Manager: [Signature] Date: 6.10.2020

Recommendation of Superintendent: [Signature] Date: 7.6.2020

Action of the Board of Education: Accepted _____ Not Accepted _____

Secretary to the Board of Education _____ Date: _____



Hermiston School District 8R

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APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Sandstone Middle School

Name of Donor: United Way of the Blue Mountains

Donor Address: PO Box 1134 Walla Walla, WA 99362

Donor Telephone Number: 509-529-1183

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: Ck#24904 \$30.85

Purpose of gift/donation: anonymous donor

Signature of Donor: NA

Date: 06/17/2020

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator *[Signature]* Date: 6/18/2020

Recommendation of Business Manager *[Signature]* Date: 6.18.2020

Recommendation of Superintendent *[Signature]* Date: 7.6.2020

Action of the Board of Education: Accepted _____ Not Accepted _____

Secretary to the Board of Education _____ Date: _____

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

SUPERINTENDENT'S RECOMMENDATION

7.0 ACTION ITEMS

7.1 TOPIC: Board Member Committee Assignments

It is recommended.

RECOMMENDATION:

. that the Board of Education approves the committee appointments as listed for the Board of Education for the 2020-2021 school year.

Draft Motion: "I move that the Board of Education approve the committee appointments as listed for the Board of Education for the 2020-2021 school year."

Motion for approval: Made by _____ Seconded by _____

Motion for rejection: Made by _____ Seconded by _____

Motion for further consideration: Made by _____ Seconded by _____

bc

**SCHOOL BOARD COMMITTEES
2020 - 2021**

BOARD COMMITTEES*	# OF MEMBERS	COMMITTEE MEMBERS 2020 - 2021	COMMITTEE MEMBERS 2019 - 2020	MEETING/DATES TIMES
Budget (TM/KS)	7		All	January - May, 2019
Negotiations (TM/JB)	3		Karen, Josh, Brent	As Needed
ADMINISTRATIVE COMMITTEES				MEETING/DATES TIMES
Agenda Review (TM)	C, VC, 2VC		Karen, Josh, Ginny	Tues prior to Regular mtg (typ. 1st Tues), 7:30 am
Audit/Finance (TM/KS)	3		Ginny, Karen, Bonnie	Wed after Spec. mtg (typ. 4th Wed), 8:30 am
Ed Council (TM)	2		Karen, Bonnie, Mark	As Needed
Policy Review Comm. (TM)	3		Bryan, Bonnie, Mark	As Needed
SPECIAL COMMITTEES				MEETING/DATES TIMES
Board Mtg. Debrief (TM)	C, VC, 2VC		Karen, Josh, Ginny	Wed after Board mtg (typ. 2nd Wed), 8:30 am
Community Acct. Board (TM)	2		Karen, Bonnie, (Dave)	Monthly, 1st Wednesday 6:00 pm
HEF Board (TM)	1		Josh	Monthly, 3rd Wednesday 4:00 pm
Odds & Ends - KOHU (TM)	1		C/VC/2VC, Supt.	Tues after Board mtg (typ 2nd Tues), 8:00 am
Board Liaison to Facilities	3		Ginny, Brent, Josh	Regularly (i.e. every other month)

* Note: The only official, board-appointed, committees include the budget committee and the negotiations committee. These committees have delegated authority to act on behalf of the School Board in their respective areas.

**BOARD OF EDUCATION
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
HERMISTON, OREGON**

July 13, 2020

DIRECTOR OF ATHLETICS & ACTIVITIES' RECOMMENDATION

7.0 ACTION ITEMS

7.2 TOPIC: Travel Request

It is recommended.

RECOMMENDATION:

. that the Board of Education approves the out-of-state travel for Hermiston High School Career & Technical Education and music programs to attend national conventions during the 2020-21 school year.

bc



Hermiston High School Athletics

LARRY USHER - ATHLETICS AND ACTIVITIES DIRECTOR
VICKIE PAOLA - ATHLETICS SECRETARY

July 13, 2020

Ms. Tricia Mooney:

This is a travel request on behalf of Hermiston High School FFA, DECA, FCCLA, and music department to attend their respective national conventions. We have been very fortunate that in the past ten years these organizations have annually sent student representatives to their respective national conventions. These students compete against the very best in their fields from all over the nation and provide a tremendous amount of national exposure to our Career and Technical Education programs. Each student organization is responsible for all of its own expenses and has successfully been able to cover those costs. Due to the increased travel cost, our request is for the school board to approve these travel requests now to provide additional time for fundraising activities for successful competitors.

We feel that these are fantastic learning experiences and would appreciate the approval and support of the school board. Funding for the trip will be from individual students and group activities. The only district expenditure will be for the coverage of the substitute.

Please contact me with any questions.

Larry Usher

Board Members

Mon Jul 13, 2020

■ **6:30pm - 8pm July 13, 2020, Board Business Meeting**

Where: <https://zoom.us/j/94338186976?pwd=bFBNT1hmYmszbDRYUURuelJL3BEUT09>,
Calendar: Board Members
Created by: Briana Cortaberria

Tue Jul 14, 2020

■ **8am - 8:30am KOHU Odds & Ends Show**

Where: KOHU
Calendar: Board Members
Created by: Briana Cortaberria

Wed Jul 22, 2020

■ **8:30am - 9:30am Finance Committee Meeting**

Where: Superintendent Conference Room
Calendar: Board Members
Created by: Briana Cortaberria

Mon Aug 10, 2020

■ **6:30pm - 8pm Board Business Meeting**

Calendar: Board Members
Created by: Briana Cortaberria

Tue Aug 11, 2020

■ **8am - 8:30am KOHU Odds & Ends Show**

Where: KOHU
Calendar: Board Members
Created by: Briana Cortaberria

Fri Aug 14, 2020

■ **All day New Teachers In-service**

Fri Aug 14, 2020
Calendar: Board Members
Created by: Briana Cortaberria

Mon Aug 24, 2020

■ **6:30pm - 8pm Board Special Meeting**

Calendar: Board Members
Created by: Briana Cortaberria

Wed Aug 26, 2020

■ **8:30am - 9:30am Finance Committee Meeting**

Where: Superintendent Conference Room
Calendar: Board Members
Created by: Briana Cortaberria

Board Members

Tue Sep 8, 2020

■ **8am - 8:30am KOHU Odds & Ends Show**

Where: KOHU

Calendar: Board Members

Created by: Briana Cortaberria

Mon Sep 14, 2020

■ **6:30pm - 8pm Board Business Meeting**

Calendar: Board Members

Created by: Briana Cortaberria

Wed Sep 23, 2020

■ **8:30am - 9:30am Finance Committee Meeting**

Where: Superintendent Conference Room

Calendar: Board Members

Created by: Briana Cortaberria

Mon Sep 28, 2020

■ **6:30pm - 8pm Board Special Meeting**

Calendar: Board Members

Created by: Briana Cortaberria

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	1	2	3	4
5	6 ● 2pm - Board Meeting Agenda	7	8	9	10	11
12	13 ● 6:30pm - July 13, 2020, Board	14 ● 8am - KOHU Odds & Ends	15	16	17	18
19	20	21	22 ● 8:30am - Finance Committee	23	24	25
26	27	28	29	30	31	1

Board Members

Aug 2020 (Pacific Time - Los Angeles)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10 ● 6:30pm - Board Business	11 ● 8am - KOHU Odds & Ends	12	13	14 ● New Teachers In-service	15
16	17	18	19	20	21	22
23	24 ● 6:30pm - Board Special	25	26 ● 8:30am - Finance Committee	27	28	29
30	31	1	2	3	4	5
						120

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
6	7	8 ● 8am - KOHU Odds & Ends	9	10	11	12
13	14 ● 6:30pm - Board Business	15	16	17	18	19
20	21	22	23 ● 8:30am - Finance Committee	24	25	26
27	28 ● 6:30pm - Board Special	29	30	1	2	3
						121