

**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, May 8, 2023, 6:30 PM**

Briana Cortaberria
Executive Assistant to the
Superintendent and Board of Education

AGENDA

- 1. CALL TO ORDER REGULAR MEETING (6:30 p.m.)** *Chair Holthus*
- 2. INTRODUCTORY ITEMS (6:30 p.m.)** *Chair Holthus*
 1. Pledge of Allegiance
 2. Adoption of Agenda 3
 3. Approval of Minutes 4
- 3. PRESENTATIONS AND RECOGNITIONS (6:35 p.m.)**
 1. FBLA Student Recognitions
 2. School Report *Mr. Melville* 12
- 4. PUBLIC COMMENTS (7:05 p.m.)** *Chair Holthus* 18

Welcome. This is the time we reserve in our meeting for public comment.
According to Board Policy KL, any complaint regarding a specific employee of the Hermiston School District must be routed through the superintendent's office.
The Hermiston School District Board of Education accepts public comments virtually and in person. Members of the public wishing to address the board virtually submitted written statements or requests by 4:00 p.m. prior to this meeting.
Those wishing to address the board in person should stand and be recognized, then move forward to the microphone at the center table. Prior to making your comments, state your first and last name and school or topic. Please limit your comments to a maximum of three (3) minutes and address them to me.
Is there anyone here tonight who would like to address the board?
- 5. COMMUNICATIONS AND ANNOUNCEMENTS (7:20 p.m.)**
 1. Oregon School Employees Association *Ms. Chapman*
 2. Hermiston Association of Teachers *Ms. Fisher*
 3. Student Board Representative *Mr. Purswell*
- 6. REPORTS (7:35 p.m.)**
 1. Board of Education *Chair Holthus*

Board of Education Goals

 1. Academic Achievement. Demonstrate continuous improvement in all measured areas for each student.
 2. Stewardship. Maintain sound fiscal stewardship of community resources consistent with board policy.

* 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 are invited to address the Board of Education during Public Comments.

3. Community. Engage our diverse community in creating opportunities to advance student achievement.	
2. Business Office <i>Ms. Saul</i>	
1. Financial Reports	19
3. Superintendent's Office <i>Dr. Mooney</i>	
1. Enrollment Report	22
7. STUDY ITEMS (7:55 p.m.)	
1. Math Curriculum Adoption Report <i>Dr. Farley & Mr. Depew</i>	26
8. CONSENT ITEMS** (8:25 p.m.)	
1. Human Resources Department	
1. Personnel Resignations	45
2. Personnel Appointments	46
3. Extra Responsibility & Extra Duty Contracts	47
2. Business Office	
1. Acceptance of Gifts	48
3. Superintendent's Office	
1. Policy Review - First Reading	52
4. Teaching & Learning Department	
1. Math Curriculum Adoption	82
5. Athletics & Activities Department	
1. Washington Interscholastic Activities Association Membership	84
9. CALENDAR AND FUTURE ITEMS (8:30 p.m.)	
1. Future Agenda Item Discussion <i>Chair Holthus</i>	
2. Calendar Review <i>Ms. Cortaberra</i>	86
10. EXECUTIVE SESSION (8:40 p.m.) <i>Dr. Mooney</i>	92
11. ADJOURN (9:10 p.m.)	

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

May 8, 2023

SUPERINTENDENT'S RECOMMENDATION

2.0 INTRODUCTORY ITEMS

2.2 TOPIC: Adoption of the Agenda

It is recommended.

RECOMMENDATION:

. that the Board of Education adopts the agenda as presented.

**REGULAR MEETING
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
April 10, 2023**

1 CALL TO ORDER

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

Hermiston School Board members present: Ms. Ginny Holthus, Mr. Dain Gardner, Ms. Teri Vander Stelt, Ms. Sally Hansell, and Ms. Bonnie Luisi

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

Absent member(s): Ms. Liliana Gomez, Ms. Karen Sherman

2 INTRODUCTORY ITEMS

2.1 Pledge of Allegiance

Chair Holthus led everyone in the Pledge of Allegiance.

2.2 Adoption of Agenda

Ms. Hansell moved that the board of education amend the agenda and move item 3.0 Public Comment to item 4.0.

The motion was seconded by Ms. Luisi and passed 5-0.

2.3 Approval of Minutes

Regular Meeting, March 13, 2023—Ms. Luisi moved and Mr. Gardner seconded that the Board of Education approves the minutes of the regular meeting held on March 13, 2023.

The motion passed 5-0.

Special Meeting, March 20, 2023 – Ms. Vander Stelt moved and Mr. Gardner seconded that the Board of Education approves the minutes of the special meeting held on March 20, 2023.

The motion passed 5-0.

Special Meeting, March 27, 2023 – Ms. Luisi moved and Ms. Vander Stelt seconded that the Board of Education approves the minutes of the special meeting held on March 27, 2023.

The motion passed 5-0.

PUBLIC COMMENTS

Item moved to become 4.0.

3 PRESENTATIONS AND COMMUNICATIONS

3.1 Umatilla County Fair IT Award

Dr. Mooney introduced Angie McNalley, Umatilla County Fair manager, who in turn introduced three UCF directors present. McNalley read an award script and presented Hermiston School District Director of Technology Jeff Kelso with a plaque.

Kelso and his team assist with livestreaming portions of the UCF.

3.2 FCCLA Student Recognition

Dr. Mooney introduced Hermiston High School FCCLA Advisor Angie Treadwell, who had her students introduce themselves and state the event in which they participated and placed at the state conference.

The board members presented certificates of excellence to the students.

3.3 FFA Student Recognition

Dr. Mooney introduced Hermiston High School FFA Advisor Sandy McKay.

Advisor McKay recognized state-placing students, and board members presented them with certificates of excellence.

3.4 Stardust Dance Team Recognition

Dr. Mooney introduced Hermiston High School Dance Team Coach Susan Stevens.

Stevens spoke of the team's efforts and dedication. She also noted previous state placings.

The board members presented certificates of excellence to the team.

3.5 West Park Elementary School Update

Dr. Mooney introduced West Park Elementary School Principal Mr. Juan Rodriguez, who with members of his leadership team presented on WPES reading interventions.

Following introductions, Dean of Students Brian Frazier explained the MTI process, and team members worked with the board members through a phonics review. The team then explained how the data (gathered from the phonics review) is used to guide instruction.

4 PUBLIC COMMENTS

No written comments were provided in advance, and no requests were made to address the board virtually.

In-person public comments were heard on the Armand Larive Middle School ALTV student conference and recognition, a bond project site tour, and WPES staff efforts.

5 COMMUNICATIONS AND ANNOUNCEMENTS

5.1 Oregon School Employees Association

OSEA President Joanne Chapman was not present to address the board.

5.2 Hermiston Association of Teachers

HAT President Tammy Fisher reported to the board on behalf of HAT, stating that there is much to be proud of: staff and student recognitions, family perseverance, school year calendar collaboration, local OEA member efforts, and collective bargaining.

5.3 Student Board Representative

Mr. Nick Purswell presented a Hermiston High School student leadership update, highlighting spring sports, student recognitions, student testing, and prom.

6 REPORTS

6.1 Board of Education

The board members shared events in which they participated or attended since the last board meeting, commenting on board committee meetings.

Chair Holthus thanked the board members for their hard work on the superintendent evaluation.

6.2 Business Office

6.2.1 Financial Reports

Director of Business Services Saul presented the revenue, expenditure, and ending fund balance financial reports for February 2023, all of which are green and yield 14.17% ending fund balance.

6.3 Superintendent’s Office

6.3.1 Enrollment Report

Dr. Mooney commented on the enrollment report as of March 31, 2023, which is keeping in line with trends.

She also shared the average attendance rate and chronically absent percentage for elementary, middle, and high school students, through March 2023.

Dr. Mooney commented on her recent trip to Salem for legislator visits.

7 CONSENT ITEMS

Ms. Luisi moved that the Board of Education approves consent items 7.1.1. thru 7.2.3. The motion was seconded by Ms. Vander Stelt and passed 5-0.

7.1 Human Resources Department

7.1.1 Personnel Resignations

Approves the resignation of the following employees:

Megan Bunn	English Learners (ELL) Teacher	Desert View Elementary
Maryanna Hardin	Communications Assistant	District Office
Richard Harshberger	Social Studies Teacher	Hermiston High School
Macy King	Special Education Teacher	Desert View Elementary
Krysta Marlow	English Language Learner Teacher	Rocky Heights Elementary
Mary Leigh Rohrman	Physical Education Teacher	Highland Hills Elementary
Malin Zilar	Grade 1 Teacher	Rocky Heights Elementary

7.1.2 Personnel Appointments

Approves the appointment of the following employees:

Brittanie Andazola	Evaluation Specialist	District Office
Larissa Berger	English Language Arts Teacher	Hermiston High School
Madison Bruce	Kindergarten Teacher	Sunset Elementary

Andrea Dunlap	Social Worker	Hermiston School District
Gideon Fritz	CTE Teacher – Columbia Basin Student Homebuilders Program	Hermiston High School
Naxely Jaime	English Language Arts Teacher	Hermiston High School
Amethyst Jewett	Science Teacher	Hermiston High School
Brandi Paquette	English Learners (ELL) Teacher	Desert View Elementary
Selene Torres-Medrano	Science Teacher	Hermiston High School
Ericka Wells	English Language Arts Teacher	Hermiston High School
Courtnee West	Grade 2 Teacher	Rocky Heights Elementary

7.1.3 Extra Responsibility Contracts

Approves the following extra responsibility and extra duty contracts:

Bryan Edwards	Head Boys Basketball Coach	Hermiston High School
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7.2 Business Office

7.2.1 Acceptance of Gifts

Accepts the following gifts:

SCHOOL/PROG	GIFT	VALUE	DONOR
Hermiston High School FFA	Cash	\$100.00	Virginia Fuqua
Hermiston High School FFA	Cash	\$200.00	Al & Amy Knutson
Hermiston High School FFA	Cash	\$100.00	Mark & Sandra Dobday
Hermiston High School FFA	Cash	\$500.00	Elmer’s Irrigation
West Park Elementary School	Cash	\$314.85	American Online Giving Foundation
Sunset Elementary School	Cash	\$120.65	American Online Giving Foundation
Sandstone Middle School	Cash	\$96.38	American Online Giving Foundation

7.2.2 ESSER III Capital Expenditure Approval – DVES

to satisfy Oregon Department of Education's Capital Expenditure Approval requirements, the Board of Education approves utilizing Elementary and Secondary School Emergency Relief Fund III (ESSER III) funds to update classroom AV systems and replace the building’s intercom system at Desert View Elementary School. Current bids estimate the project will cost approximately \$500,000.

7.2.3 ESSER III Capital Expenditure Approval – HHES

to satisfy Oregon Department of Education's Capital Expenditure Approval requirements, the Board of Education approves utilizing Elementary and Secondary School Emergency Relief Fund III (ESSER III) funds to update the HVAC system at Highland Hills Elementary School, in conjunction with the bond construction projects pursuant to Invitation to Bid 006-2023. The project will cost approximately \$1,800,000.

8 ACTION ITEMS

8.1 Contract for Food Service Management

Dr. Mooney explained the application review process and stated her recommendation that the Board of Education accept the recommendation from the Food Services Evaluation Committee to contract with Chartwells School Dining Services as the district’s food service provider and authorize the superintendent, or designee, to finalize contract agreements pursuant to the publicly advertised Request for Proposal.

Ms. Luisi so moved and Ms. Hansell seconded the motion.

Committee members spoke of the evaluation process.

The motion passed 5-0.

8.2 Superintendent Evaluation

Chair Holthus explained the superintendent evaluation process.

Chair Holthus moved that the board of education approves the formal evaluation of Dr.

Tricia Mooney as superintendent of schools and recommends a one-year extension through June 2026.

The motion was seconded by Ms. Luisi. The motion passed 5-0.

9 CALENDAR/FUTURE ITEMS

9.1 Future Agenda Item Discussion

No items were presented.

9.2 Calendar Review

Upcoming calendars were reviewed.

10 ADJOURN

Ms. Luisi moved and Ms. Vander Stelt seconded to adjourn the meeting. The motion passed 5-0.

Chair Holthus adjourned the regular meeting at 8:07 p.m.

Date

Chairman

Superintendent/Clerk

Secretary

**SPECIAL MEETING
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON
April 24, 2023**

1 CALL TO ORDER

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

Hermiston School Board members present: Ms. Karen Sherman, Ms. Ginny Holthus, Mr. Dain Gardner, Ms. Teri Vander Stelt, Ms. Liliana Gomez, Ms. Sally Hansell, and Ms. Bonnie Luisi

Also in attendance were: Superintendent of Schools Dr. Tricia Mooney, Assistant Superintendent Jake Bacon, and Executive Assistant to the Superintendent and Board Briana Cortaberra.

2 INTRODUCTORY ITEMS

2.1 Pledge of Allegiance

Chair Holthus led everyone in the Pledge of Allegiance.

2.2 Adoption of Agenda

Dr. Mooney stated the absence of Mr. Greenough's report and study item., which will be rescheduled.

Ms. Luisi moved to adopt the agenda as amended, which was seconded by Mr. Gardner. The motion passed 7-0.

3 PUBLIC COMMENTS

No written comments were provided in advance.

A request was made for virtual comment, but the requestor did not answer the phone call.

No requests were made to address the board in person.

4 PRESENTATIONS AND COMMUNICATIONS

4.1 School Update

Dr. Mooney introduced Sunset Elementary School Principal Erin Andreason, who with her leadership team members, shared Sunset's shared leadership model. SES building committee representatives reported on each committee, their efforts, and their goals for next year.

4.2 Bond Projects Update

Wenaha Group Senior Project Manager Scott Rogers provided bond project updates, commenting on the construction of the prototypical elementary school projects and Hermiston High School addition, pre-construction district-wide upgrades, and the bond budget.

A hard copy handout of the report was provided to the board members.

5 REPORTS

5.1 Board of Education

The board members shared of events and activities in which they participated or attended since the last board meeting, commenting on the board's Listening & Learning Session and comments, board committee meetings, Hermiston High School Annex tour, school VIP Days, Hermiston Education Foundation scholarships, student athletics and activities, and state advisory positions.

5.2 Superintendent's Office

Dr. Mooney informed the board that math curriculum materials are available for public review in the district office lobby.
She stated that the meeting's agenda has a consent section and mentioned the items listed.

STUDY ITEMS

Student Services Department Update

Mr. Greenough was absent due to illness.

6 CONSENT ITEMS

Ms. Hansell moved that the board of education approve Consent Items 6.1.1 through 6.2.2, which was seconded by Ms. Gomez. The motion was approved 7-0.

6.1 Business Office

6.1.1 ITB for Hermiston High School Promethean TV Installation

Authorizes the superintendent, or designee, to enter in to contract with Shelco Electric, Inc, pursuant to the recent Invitation to Bid; Hermiston School District 8R – High School Promethean TVs.

6.1.2 ITB for Hermiston High School Auditorium Lights & Sound Upgrade

Authorizes the superintendent, or designee, to enter in to contract with Hollywood Lights, Inc, pursuant to the recent Invitation to Bid; Hermiston School District 8R – High School Auditorium Upgrade. This project will utilize Student Investment Account funds.

6.2 Human Resources

6.2.1 Personnel Resignation

Approves the resignation of the following employees:

Brittany Comer	Special Education Assistant	Armand Larive Middle
Sharlan McDonald	Special Education Assistant	Loma Vista Elementary
Gabriela Morris	Art Teacher	Sandstone Middle
Megan Patton	Special Education Teacher	Hermiston High

6.2.2 Personnel Appointment

Approves the appointment of the following employees:

Stacey Johnson
Mandi Parsons

English Learners Teacher
Special Education Teacher

Rocky Heights Elementary
Hermiston High

7 CALENDAR/FUTURE ITEMS

7.1 Future Agenda Item Discussion

No items were presented for discussion.

7.2 Calendar Review

Ms. Cortaberria reviewed upcoming calendar dates.

Chair Holthus recessed the regular meeting at 7:24 p.m.

Chair Holthus stated the respective ORS under which the Board would meet in Executive Session:

- ORS 192.660(2)(d): To conduct deliberations with persons designated by the governing body to carry on labor negotiations

8 EXECUTIVE SESSION

Chair Holthus moved the board into executive session at 7:30 p.m.

The seven board members were joined by Dr. Mooney, Mr. Bacon, and Ms. Cortaberria.

8.1 ORS 192.660(2)(d)

Chair Holthus closed the executive session at 8:06 p.m. and reconvened the regular meeting at 8:06 p.m.

9 ADJOURN

Ms. Sherman moved and Mr. Gardner seconded that the board of education adjourn the meeting. The motion passed 7-0.

Chair Holthus adjourned the regular meeting at 8:07 p.m.

Date

Chairman

Superintendent/Clerk

Secretary

Desert View Elementary School Board Presentation

Agenda

- Introduction
- Video
- Leaders of the Pack
- Initiatives
- Questions



Introduction

Leaders of the Pack members

- Kolbi Frazier
- Adam Guevara
- Molly Coller
- Sophia Avila
- Amy Peterson
- Brian Contreras

Dean of Students - Karen Frenette

Instructional Coach - Heather Mills

Principal - Dave Melville



A picture (video) speaks a thousand words



Leaders of the pack discussion - **Karen**

Kolbi - Entrance Requirements

Adam - Experience

Molly - Daily Duties

Amy - General Impact

Sophia - Auction Night

Brian - End of Year Planning



Initiatives - Dave & Heather

- PLC+
- Learning Targets
- Success Criteria
- Priority Standards vs. Textbook
- Backward Planning
- Formative Assessment
-



Questions???



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

PUBLIC COMMENT GUIDELINES

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

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Those wishing to address the board in person should stand and be recognized, then move forward to the microphone at the center table. Prior to making your comments, state your first and last name and school or topic. Please limit your comments to a maximum of three (3) minutes and address them to me.

Is there anyone here tonight who would like to address the board?

GENERAL FUND REVENUE DATA ENTRY REPORT

MONTH	TAXES	INTST/FEES	INTER	STATE SSF	STATE OTH	FEDERAL	OTHER	TOTAL PROJ.	TOTAL ACT.	VARIANCE	
JUL PRO	\$ -	\$ 40,963	\$ -	\$ 8,695,982	\$ -	\$ -	\$ -	\$ 8,736,945		\$ 1,788	0.02%
JUL ACT	\$ -	\$ 42,751	\$ -	\$ 8,695,982	\$ -	\$ -	\$ -	\$ -	\$ 8,738,733	\$ 1,788	YTD
AUG PRO	\$ 52,711	\$ 81,691	\$ 298,902	\$ 4,346,947	\$ 22,393	\$ -	\$ -	\$ 4,802,644		\$ (102,068)	-2.13%
AUG ACT	\$ -	\$ 65,318	\$ 289,876	\$ 4,345,382	\$ -	\$ -	\$ -	\$ -	\$ 4,700,576	\$ (100,281)	YTD
SEP PRO	\$ 31,787	\$ 62,226	\$ 97,134	\$ 4,346,947	\$ -	\$ -	\$ -	\$ 4,538,094		\$ 132,932	2.93%
SEP ACT	\$ 37,876	\$ 185,953	\$ 101,815	\$ 4,345,382	\$ -	\$ -	\$ -	\$ -	\$ 4,671,026	\$ 32,651	YTD
OCT PRO	\$ 101,676	\$ 55,833	\$ 97,134	\$ 4,346,947	\$ -	\$ -	\$ -	\$ 4,601,590		\$ (46,074)	-1.00%
OCT ACT	\$ 10,324	\$ 103,185	\$ 96,625	\$ 4,345,382	\$ -	\$ -	\$ -	\$ -	\$ 4,555,516	\$ (13,423)	YTD
NOV PRO	\$ 9,059,480	\$ 53,706	\$ 104,634	\$ 4,346,947	\$ -	\$ -	\$ -	\$ 13,564,767		\$ (405,043)	-2.99%
NOV ACT	\$ 8,525,571	\$ 185,228	\$ 103,543	\$ 4,345,382	\$ -	\$ -	\$ -	\$ -	\$ 13,159,724	\$ (418,466)	YTD
DEC PRO	\$ 432,950	\$ 49,615	\$ 1,569,503	\$ 4,346,947	\$ -	\$ -	\$ -	\$ 6,399,015		\$ 1,215,304	18.99%
DEC ACT	\$ 1,559,323	\$ 117,263	\$ 1,575,097	\$ 4,362,636	\$ -	\$ -	\$ -	\$ -	\$ 7,614,319	\$ 796,838	YTD
JAN PRO	\$ 121,289	\$ 53,121	\$ 283,984	\$ 4,346,947	\$ 350,339	\$ 12,000	\$ -	\$ 5,167,680		\$ (213,386)	-4.13%
JAN ACT	\$ 157,204	\$ 122,394	\$ 300,761	\$ 4,362,636	\$ -	\$ 11,301	\$ -	\$ -	\$ 4,954,295	\$ 583,452	YTD
FEB PRO	\$ 219,003	\$ 58,049	\$ 104,634	\$ 4,346,947	\$ -	\$ -	\$ -	\$ 4,728,633		\$ 283,461	5.99%
FEB ACT	\$ 96,822	\$ 137,684	\$ 96,625	\$ 4,362,636	\$ 318,328	\$ -	\$ -	\$ -	\$ 5,012,094	\$ 866,913	YTD
MAR PRO	\$ 91,014	\$ 42,029	\$ 97,134	\$ 4,346,947	\$ -	\$ -	\$ -	\$ 4,577,124		\$ 321,498	7.02%
MAR ACT	\$ 229,752	\$ 191,018	\$ 101,986	\$ 4,362,636	\$ 13,230	\$ -	\$ -	\$ -	\$ 4,898,623	\$ 1,188,411	YTD
APR PRO	\$ 48,493	\$ 48,744	\$ 97,134	\$ 4,296,947	\$ -	\$ -	\$ -	\$ 4,491,318			0.00%
APR ACT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		YTD
MAY PRO	\$ 189,009	\$ 51,802	\$ 171,755	\$ 4,296,947	\$ 50,000	\$ -	\$ -	\$ 4,759,513			0.00%
MAY ACT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		YTD
JUN PRO	\$ 176,243	\$ 72,221	\$ -	\$ -	\$ 350,339	\$ -	\$ -	\$ 598,803			0.00%
JUN ACT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		YTD
Projected	\$ 10,523,655	\$ 670,000	\$ 2,921,947	\$ 52,065,456	\$ 773,071	\$ 12,000	\$ -	\$ 66,966,130			
Budget Book	\$ 10,523,655	\$ 670,000	\$ 2,843,690	\$ 52,061,121	\$ 640,802	\$ 12,000	\$ 1,505,000	\$ 68,256,268			
Variance	\$ -	\$ -	\$ 78,257	\$ 4,335	\$ 132,269	\$ -	\$ (1,505,000)	\$ (1,290,138)			

TOT ACT	\$ 10,616,872	\$ 1,150,794	\$ 2,666,329	\$ 43,528,054	\$ 331,558	\$ 11,301	\$ -	\$ 58,304,906	FORECAST ACT	\$	68,154,541
% collected	100.89%	171.76%	91.25%	83.60%	42.89%	94.17%	#DIV/0!	87.07%			

NOTE: April & May SSF payments reduced \$50,000 each to account for estimated Spring Correction for 2021-22 reconciliation.

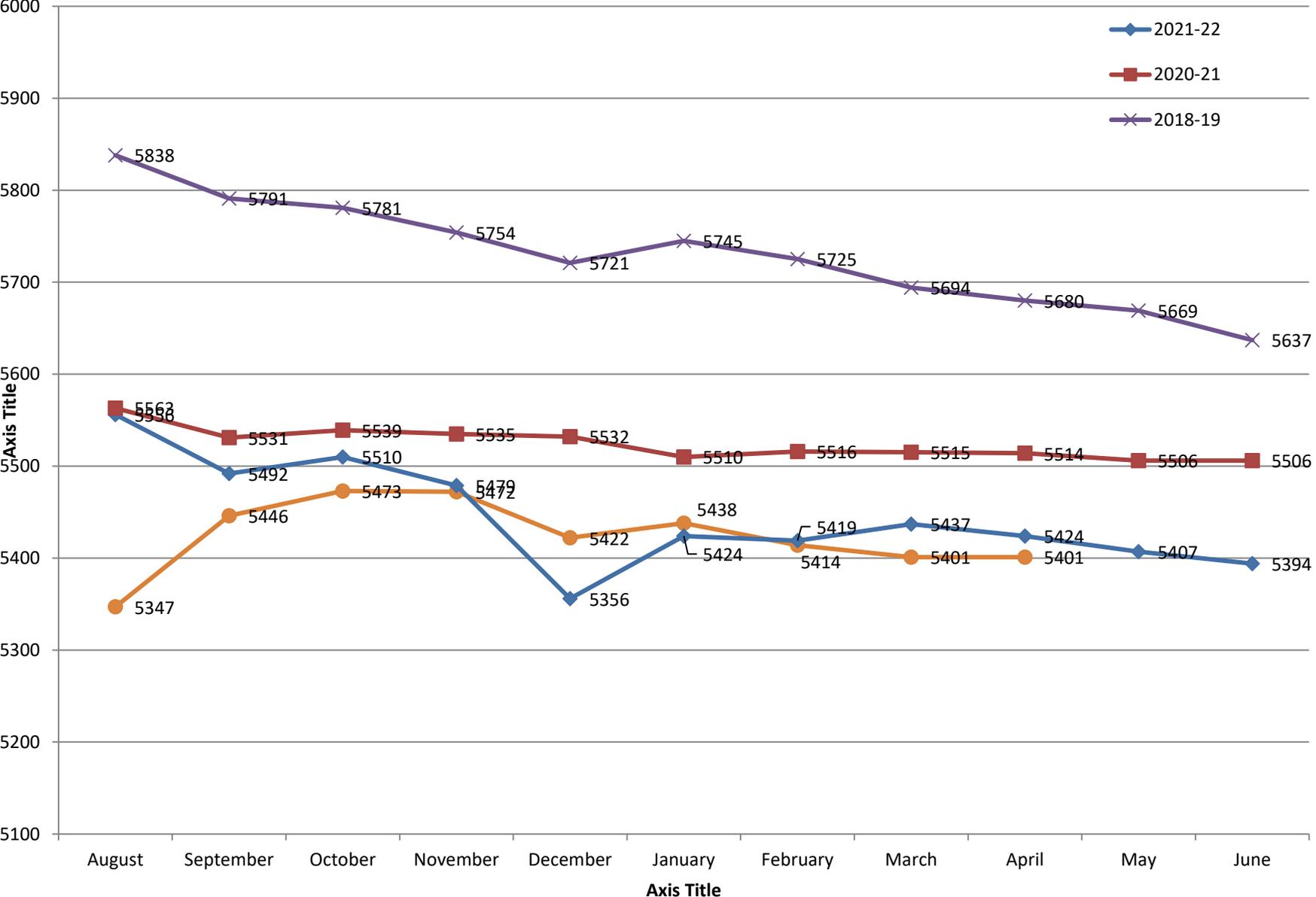
LEGEND	Above or within 2.00% of projection	Between 2.01% & 5.00% below	Below 5.01% of projection
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GENERAL FUND EXPENDITURE DATA ENTRY REPORT							
MONTH	PROJ. P/R	ACTUAL P/R	PROJ. A/P	ACTUAL A/P	TOTAL	VARIANCE	
JULY PROJECTED	923,245		\$ 1,227,391		\$ 2,150,636 MONTHLY	\$ (59,547)	-2.77%
JULY ACTUAL		\$ 915,736		\$ 1,175,353	\$ 2,091,089 YTD	\$ (59,547)	-2.77%
AUGUST PROJECTED	1,208,989		\$ 906,126		\$ 2,115,115 MONTHLY	\$ 118,848	5.62%
AUGUST ACTUAL		\$ 1,038,340		\$ 1,195,623	\$ 2,233,963 YTD	\$ 59,301	1.39%
SEPTEMBER PROJECTED	4,837,941		\$ 886,086		\$ 5,724,027 MONTHLY	\$ (569,283)	-9.95%
SEPTEMBER ACTUAL		\$ 4,560,424		\$ 594,320	\$ 5,154,744 YTD	\$ (509,982)	-5.11%
OCTOBER PROJECTED	4,983,921		\$ 849,364		\$ 5,833,285 MONTHLY	\$ (351,336)	-6.02%
OCTOBER ACTUAL		\$ 4,757,853		\$ 724,095	\$ 5,481,949 YTD	\$ (861,318)	-5.44%
NOVEMBER PROJECTED	5,067,051		\$ 772,071		\$ 5,839,122 MONTHLY	\$ 13,125	0.22%
NOVEMBER ACTUAL		\$ 4,887,826		\$ 964,421	\$ 5,852,247 YTD	\$ (848,193)	-3.92%
DECEMBER PROJECTED	4,933,879		\$ 848,822		\$ 5,782,701 MONTHLY	\$ (180,228)	-3.12%
DECEMBER ACTUAL		\$ 4,775,368		\$ 827,105	\$ 5,602,473 YTD	\$ (1,028,420)	-3.75%
JANUARY PROJECTED	4,878,402		\$ 878,009		\$ 5,756,411 MONTHLY	\$ (208,234)	-3.62%
JANUARY ACTUAL		\$ 4,561,886		\$ 986,291	\$ 5,548,177 YTD	\$ (1,236,654)	-3.72%
FEBRUARY PROJECTED	5,088,343		\$ 870,369		\$ 5,958,712 MONTHLY	\$ (394,347)	-6.62%
FEBRUARY ACTUAL		\$ 4,867,687		\$ 696,677	\$ 5,564,365 YTD	\$ (1,631,002)	-4.16%
MARCH PROJECTED	5,006,875		\$ 972,785		\$ 5,979,660 MONTHLY	\$ (465,064)	-7.78%
MARCH ACTUAL		\$ 4,699,848		\$ 814,748	\$ 5,514,596 YTD	\$ (2,096,065)	-4.64%
APRIL PROJECTED	4,974,601		\$ 879,998		\$ 5,854,599 MONTHLY	\$ (5,854,599)	-100.00%
APRIL ACTUAL		\$ -		\$ -	\$ - YTD	\$ (7,950,664)	-15.59%
MAY PROJECTED	8,410,882		\$ 1,662,050		\$ 10,072,932 MONTHLY	\$ (10,072,932)	-100.00%
MAY ACTUAL	-	\$ -		\$ -	\$ - YTD	\$ (18,023,596)	-29.51%
JUNE PROJECTED	8,948,001		\$ 2,078,686		\$ 11,026,687 MONTHLY	\$ (11,026,687)	-100.00%
JUNE ACTUAL		\$ -		\$ -	\$ - YTD	\$ (29,050,283)	-40.30%
PROJECTED	\$ 59,262,130		\$ 12,831,757		\$ 72,093,887		
BUDGET BOOK	\$ 60,636,380		\$ 12,961,371		\$ 73,597,751		
VARIANCE	\$ 1,374,250		\$ 129,614		\$ 1,503,864	(proj. difference in budgeted expenditures)	
TOTAL ACTUAL		\$ 35,064,970		\$ 7,978,634	\$ 43,043,604	FORECAST ACT	\$ 69,997,822
% spent to date		59.17%		62.18%	59.70%		
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-22 PROJECTED			\$ 14,000,000		
ACTUAL			\$ 14,258,096		
31-Jul-22 PROJECTED	\$ 8,736,945	\$ 2,150,636	\$ 20,586,309		
ACTUAL	\$ 8,738,733	2,091,089	\$ 20,905,739	\$ 319,430	1.55%
31-Aug-22 PROJECTED	\$ 4,802,644	\$ 2,115,115	\$ 23,273,838		
ACTUAL	\$ 4,700,576	2,233,963	\$ 23,372,352	\$ (59,582)	-0.26%
30-Sep-22 PROJECTED	\$ 4,538,094	\$ 5,724,027	\$ 22,087,906		
ACTUAL	\$ 4,671,026	5,154,744	\$ 22,888,634	\$ 642,633	2.91%
31-Oct-22 PROJECTED	\$ 4,601,590	\$ 5,833,285	\$ 20,856,211		
ACTUAL	\$ 4,555,516	5,481,949	\$ 21,962,201	\$ 947,894	4.54%
30-Nov-22 PROJECTED	\$ 13,564,767	\$ 5,839,122	\$ 28,581,856		
ACTUAL	\$ 13,159,724	5,852,247	\$ 29,269,678	\$ 529,726	1.85%
31-Dec-22 PROJECTED	\$ 6,399,015	\$ 5,782,701	\$ 29,198,171		
ACTUAL	\$ 7,614,319	5,602,473	\$ 31,281,524	\$ 2,083,354	7.14%
31-Jan-23 PROJECTED	\$ 5,167,680	\$ 5,756,411	\$ 28,609,440		
ACTUAL	\$ 4,954,295	5,548,177	\$ 30,687,642	\$ 2,078,202	7.26%
28-Feb-23 PROJECTED	\$ 4,728,633	\$ 5,958,712	\$ 27,379,362		
ACTUAL	\$ 5,012,094	5,564,365	\$ 30,135,372	\$ 2,756,011	10.07%
31-Mar-23 PROJECTED	\$ 4,577,124	\$ 5,979,660	\$ 25,976,826		
ACTUAL	\$ 4,898,623	5,514,596	\$ 29,519,398	\$ 3,542,572	13.64%
30-Apr-23 PROJECTED	\$ 4,491,318	\$ 5,854,599	\$ 24,613,545		
ACTUAL	\$ -	-	\$ 29,519,398		0.00%
31-May-23 PROJECTED	\$ 4,759,513	\$ 10,072,932	\$ 19,300,127		
ACTUAL	\$ -	-	\$ 29,519,398		0.00%
30-Jun-23 PROJECTED	\$ 598,803	\$ 11,026,687	\$ 8,872,243		
ACTUAL	\$ -	-	\$ 29,519,398		0.00%
INITIAL FORECASTED EFB	\$ 66,966,130	\$ 72,093,887	\$ 8,872,243		10.96%
ACTUALS TO DATE	\$ 58,304,906	43,043,604			
ANTICIPATED ACTUALS*	\$68,154,541	\$69,997,822	\$ 12,414,815		15.06%
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 December 6, 2022 completed audit of June 30, 2022 financials.				
ENDING FUND BALANCE LEGEND	8.00% to 9.00% and above	Between 7.99% to 7.50%	7.49% and below		21

HSD Enrollment Trends 2018-19 to Present



4/28/2023

HERMISTON SCHOOL DISTRICT 8R - ELEMENTARY ENROLLMENT BY TEACHER

Desert View	392	Highland Hills	338	Loma Vista	387	Rocky Heights	453	Sunset	446	West Park	453	
Kinder				Carlson, K (Life S)	1	Hinton, Kelsey(Able)	1			Diaz, Savannah (SC)	2	Total
Ramirez, Nichole	19	Adams, Emily	19	Perkins, S (Life S)	1	Godby, Katia	23	Demarest, Emilie	21	Gorham, Mary	18	359
Smith, Debra	19	Schwirse, Dezi	16	Alvarez, Maritsa	16	Jones, Wendy	24	Escobedo, Lupe	21	Kellison, Amber	16	
Spears, Elsy	18	Koenig, Marian	17	Gormley, Caitrin	16	Victorio, Daisy	24	Trotter, Natalie	18	Nokes, Summer	17	
				Padberg, Janna	16					Radillo, Elizabeth	16	
Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Avg.
Total	56		52		50		72		60		69	18.9
1st grade				Carlson, K (Life S)	1	Hinton, Kelsey(Able)	1			Diaz, Savannah (SC)	7	Total
Bennett, Jeannine	24	Liebe, Martha	17	Perkins, S (Life S)	2	Badillo-Juarez, Ana	24	Hantke, Sonia	18	Schaefer, Stacy	20	389
Farley, Kelsey	23	Watson, Bailey	16	Milligan, Amber	18	Dunkel, Michelle	25	Meyers, Hayden	17	Wattenburger, Marci	21	
Lillie, Shelly	25	Verwold, Taylor	15	Powell, Annette	16	Wells, Laura	26	Mosher, Aimee	18	Zuniga, Mariana	21	
				Spencer, Cheryl	17			Torres, Martha	17			
Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Avg.
Total	72		48		54		76		70		69	20.5
2nd grade				Carlson, K (Life S)	2	Hinton, Kelsey (Able)	1			Diaz, Savannah (SC)	2	Total
Lowery, Jennifer	17	Cooley, Samantha	17	Perkins, S (Life S)	1	James, Megan	22	Colbray, Delta	17	Morris, Melissa (SC)	1	393
Rettowski, Tiffany	18	Johnson, Osieauna	17	Davis, Makenzie	19	Phillips, Bobbi	21	Corona, Jenisis	17	Johnston, Dawn	18	
Wells, Sarah	18	Wilson, Madison	18	Meade, Alesia	20	Putnam, Brittanee	21	Smith, Monica	18	Neddo, Tess	17	
McCann, Jessica	18			Newton, Jammie	20			Zumaya, Gabriela	18	Searles, Eileen	17	
										Springstead, Amy	18	
Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Avg.
Total	71		52		62		65		70		73	18.7
3rd grade				Carlson, K (Life S)	1	Hinton, Kelsey (Able)	1			Morris, Melissa (SC)	2	Total
Artz, Cristal	16	Cox, Jen	20	Perkins, S (Life S)	0	Basso, Caroline	21	Drobish, Christina	19			429
Dynes, Kelly	19	Juul, Mackenzie	20	Mulkey, Kaitlin	23	Griffin, Kristina	21	Trigg-Linderman, J	19	Degan, Amanda	26	
Frazier, Kara	16	Ranger, Kelsey	19	Walchli, Courtney	25	Rodriguez, Adriane	22	Maddox, Noelle	19	Morgan, Michelle	26	
				White, Linda	24	Cotterell, Emily	21	Weber, Tricia	19	Purswell, Kim	25	
								Arenas, Patti (NC)	5			
Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Avg.
Total	51		59		73		86		81		79	21.5
4th grade				Carlson, K (Life S)	2	Eckblad (Team)	3			Morris, Melissa (SC)	3	Total
Nicodemus, Connie	22	Cooke, Angie	21	Perkins, S (Life S)	2	Hinton, Kelsey (Able)		Richardson, Kelby	25			453
Wellsandt, Darci	22	Plum, Deanna	21	Gilstrap, Lily	25	Thompson, Hannah	19	Rouska, Aaron	25	Denton, Heather	20	
Winn, Courtney	23	Sieble, Carolina	21	Hamilton, Natalie	26	Lindeman, Alissa	18	Srofe, Bailey	24	Dopps, Kathy	21	
				Stuart, Eleanor	26	Contreras, Sarah	18			Hardin, Deniel	21	
						Roldan, Jazmin	19	Arenas, Patti (NC)	4	Peterson, Allison	21	
Hermiston Online!	1	Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Hermiston Online!		Avg.
Total	68		63		81		77		78		86	22.7
5th grade				Carlson, K (Life S)	2	Eckblad (Team)	3			Morris, Melissa (SC)	4	Total
Kramer, Hailey	24	Cook, Justine	22	Perkins, S (Life S)	1	Best, Sara	25	Brown, Jessica	26			446
Lomas, Sara	25	Greenough, Kelly	21	Culligan, Tracy	21	Linn, Josh	25	Finn, Jessica	25	Childs, Michelle	24	
McCormack, Janey	24	Hamann, Bonnie	21	Rodriguez, Amanda	22	Madrigal, Jimmy	24	Johnson, Natasha	26	Nyzc, David	25	
				Roberts, Cailyn	21					Smith, Brittany	24	
								Arenas, Patti (NC)	10			
Hermiston Online!	1	Hermiston Online!		Hermiston Online!		Hermiston Online!	0	Hermiston Online!		Hermiston Online!		Avg.
Total	74		64		67		77		87		77	24.8

4/28/2023

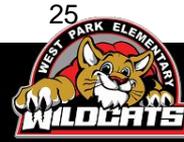
CUMULATIVE SCHOOL ENROLLMENT -- HERMISTON SCHOOL DISTRICT 8R

	Part Time	Kg	1st grade	2nd grade	3rd grade	4th grade	5th grade	6th grade	7th grade	8th grade	9th grade	10th grade	11th grade	12th grade	Total
DESERT VIEW		56	72	71	51	68	74								392
HIGHLAND HILLS		52	48	52	59	63	64								338
Loma Vista		50	54	62	73	81	67								387
ROCKY HEIGHTS		72	76	65	86	77	77								453
SUNSET		60	70	70	81	78	87								446
WEST PARK		69	69	73	79	86	77								453
Elementary Total		359	389	393	429	453	446								2469
															0
ALMS								234	253	234					721
SMS								193	188	200					581
															0
HHS											452	416	398	364	1630
COMBINED TOTAL		359	389	393	429	453	446	427	441	434	452	416	398	364	5401

	Increase/ Decrease
Last month's total enrollment:	5401 0
Same month one year ago:	5424 -23



Grade Level	Average Attendance March	Average Attendance April	Chronically Absent % March	Chronically Absent % April
Elementary School	90%	91%	12%	15%
Middle School	88%	89%	19%	21%
High School	85%	85%	25%	28%





HERMISTON
SCHOOL DISTRICT

Curriculum Adoption

May 8, 2023





Importance of High-Quality Instructional Materials

- Quality materials provide coherent content and quality instruction across all classrooms
- Quality materials raise expectations for all students through access to grade-level content.
- Having an adopted curriculum is especially important during the implementation of new standards and for newer teachers.
- High-quality instructional materials can give educators within a school and across a school system a common foundation to organize the work they're undertaking at the classroom level. Often significantly reducing teacher preparation time.
- High-quality instructional materials can drive teacher growth through a shared experience that creates the floor, but not the ceiling, around the teaching and learning that happens in our classrooms.



HSD's Upcoming Adoptions

Year	Subject	Level
23-24	Science	K-12
24-25	Health/Physical Education	K-12
25-26	Social Sciences	K-12
26-27	World Languages	K-12
27-28	ELA	K-12
28-29	ELD	K-12





District Adoption of Curriculum

Caravans Begin (November/December)

- Publishers coordinate with each ESD and schedule Caravans across State
- School District forms Caravan Committee to Attend Caravans to Learn About Curriculum Options
- School District Team Expresses Interest to Specific Publishers (3-4)

School District forms Subject-Specific Adoption Committee (November/December)

- Committee consists of Principals, Teachers, Coaches, District Reps
 - Caravan Committee is a subset of the Adoption Committee

Committee Reviews and Rates Published Materials Against Criteria (January/February)

- [Use of evaluation tool](#)

Committee Narrows Down to ~2 Choices (February/March)

2 Choices are presented for Community and Staff Review/Input (March/April)

- Curriculum is sent to buildings for review
- Curriculum is kept at DO for Community review

District Selects Curriculum, Presents Materials for Board Consideration, Board Approves/Denies (April/May)

- If approved, PD Begins for Staff



Is a School District Required to Adopt ODE Approved Curriculum?

Three Choices

Choice 1 - Adopt Materials approved by ODE

Choice 2 - Independent Adoption

- Districts must use same curriculum criteria as ODE and show proof of completion
- Curriculum must meet criteria identified outlined by State Board of Education
- School District must submit proof that materials meet criteria
- School District must notify local School Board with same information
- School district must provide same community input channels

Choice 3 - Postpone Adoption

- Can postpone for up to 2 Years by submitting “Request for Postponement”





Elementary Process

Math Adoption Committee (~30 Individuals)

- K/1, 2/3, 4/5 Representative from Each School
- Each Elementary instructional Coach,
- 3 Building Principals (Dave, Erin, Juan)
- A Couple “At-Large” Representatives
- IT Director - Jeff Kelso
- Data & Assessment Specialist - Becca Brainerd
- Curriculum Manager - Lisa Depew

Monthly Meetings w/ Interim Meetings at School Sites and/or Remote Work

- Staff Meetings at Individual Sites to Keep Teachers Not on Committee Informed





Elementary Process (cont...)

Review History and Collect Data

- [Data Collection Document](#)
- Narrow - Review State Ratings/EdReports

Craft [Vision](#)

- Narrow - Adoption Caravan Publisher Video Presentations

Determine [Priorities](#)

- Narrow - Based on Priorities and Deeper Dive into EdReports
 - Final 2 - McGraw Hill: Reveal; HMH: Into Math

Teach Lessons from Final 2

Display for Staff Input/Feedback

Display for Community Input/Feedback

[Teacher Ratings](#)

Final Vote

Board Consideration





Elementary Math Vision

In the Hermiston School District we believe effective teaching begins with a strong mathematical foundation that leads to flexible and creative mathematical reasoning skills for each student. As educators, we prioritize mathematical learning experiences which allow students to:

- construct number sense through fact fluency
- apply mathematical skills in rich problem solving contexts
- communicate reasoning through discourse
- persevere through productive struggle

To accomplish this, all teachers in the Hermiston School District execute effective math instruction focused on grade level priority standards, as well as skills-based math intervention, to develop student:

- conceptual understanding
- procedural fluency
- mathematical language
- critical thinking skills





Elementary Math Priorities

1. Vertical Alignment K-5
2. Math Fact Fluency
3. Robust Place Value Instruction
4. Significant opportunities for rote and contextual application of learning
5. Balance between conceptual understanding and fluent use of key strategies
6. Adaptable
7. Standards-Aligned Assessments that balance conceptual understanding with fluent use of strategies
8. Math Vocabulary/Discourse Built into Lessons
9. Manipulatives that are Available and Intentionally Incorporated into Lessons
10. Resources to reteach Grade-Level Concepts in Math Skills
11. School-Home Resources (includes availability in multiple languages)
12. Massed and Spaced Practice (Mastery Learning coupled with Spiraling Component)
13. Gradual Release Concept Progression





Elementary Math Recommendation

McGraw Hill: Reveal Math

Straightforward
Clear and Logical Learning Progression
Procedural Practice
Focus on Single Concepts - Systematic
Gradual Release
Minimal Materials to Manage





Elementary: Now What?

If approved:

Purchase Materials

Schedule Publisher Training

Adoption Committee to PD Committee

Support Adoption Implementation at Building Sites

Priority Standards

Benchmark Assessments

Standards-Based Grading Aligned w/ Priority Standards

Align Instructional Materials to Priority Standards





Secondary Process

Math Adoption Committee

- 7 Math teachers (Two from each middle school and three from the high school)
- 2 Instructional Coaches (Delfino Osorio Garcia and Tanya Kennedy)
- 3 Building Administrators (Lori Browning, Michael Thomas, Andy Hall)
- 3 “At-Large” Representatives (Myself, Jeff Kelso, Lisa Depew)

Monthly Meetings w/ Interim Meetings at School Sites and/or Remote Work

- Staff Meetings at Individual Sites to Keep Teachers Not on Committee Informed





Secondary Process (cont...)

Phase 1: Prepare (Establish process, develop Lens)

1. Build Team
2. Reflect on strengths and weaknesses from previous adoption
3. [Oregon Mathways Initiative](#) (2 + 1 Model)
4. Develop/Refine our Vision for [Mathematics](#)
5. Align district and building priorities
 - Teacher Clarity
 - Learner Engagement
 - Rigorous Learning
 - Visual Learning





Secondary Math Vision

In our mathematics classrooms, we strive to build mathematically proficient students prepared to meet the demands of college and career and apply mathematics in the real world. We believe effective teaching is grounded in best practices and is the most important factor in student learning. In our classrooms:

- **Students focus on the most important content**
 - Slow down and go into depth on what's most important
 - Build enduring understanding
- **Students build on what they already know**
 - Build on what students already know
 - Develop conceptual understanding (real world)
- **Students learn the hows and whys of math**
 - Apply knowledge to the world around them
 - Apply their understanding
- **Students do the Thinking**
 - Communicate ideas and reasoning
 - Develop problem-finders and problem-solvers





Secondary Process (cont...)

Phase 2: Study (Narrow choices, investigate materials)

1. Agreements:
 - Same publisher for grades 6-12
 - Integrated option for high school
2. Adoption Caravan Videos
3. State Adopted List and [Ratings](#) and [Ed Reports](#)
4. Initial materials review (Onsite visit to IMESD to review all math materials)
5. Narrowed choice to three publishers: Savvas, McGraw-Hill, and Big Ideas Learning
6. Ordered and received materials for review
7. Integrated/practiced with materials in classrooms
8. Publisher [presentations](#) with McGraw Hill and Savvas (Both Virtual)
9. [Math Adoption Evaluation Tool](#) (Completed by adoption team members)





Secondary Process (cont...)

Phase 3: Decide and Launch (Make a decision, implement)

1. Final evaluation [results](#)
2. Final decision made at our meeting on April 11
3. Materials displayed at district office from April 17-May 8 for community input and feedback
4. Secure School Board approval
5. Plan for the procurement and distribution of the materials.
6. Develop and execute a plan to prepare teachers and leaders to implement the materials and assess the progress of the implementation.





Secondary Math Core Materials Recommendation



Kids See the Math. Teachers See Results.

enVision Mathematics

Savvas enVision Math

Middle School

Grade 6

Grade 7

Grade 8

High School

Integrated 1

Integrated 2

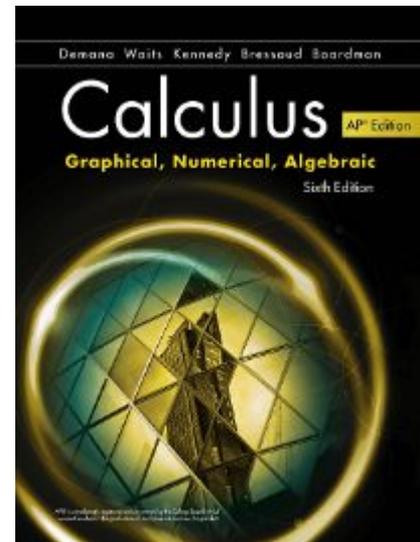
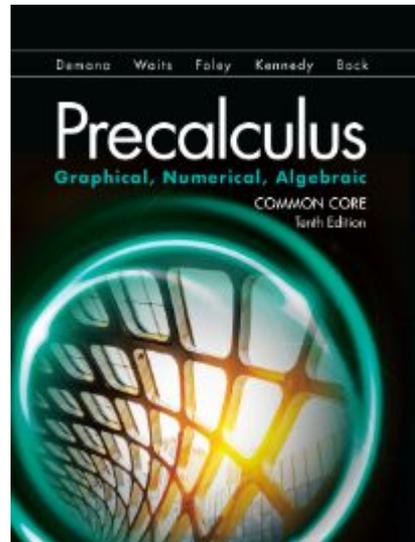
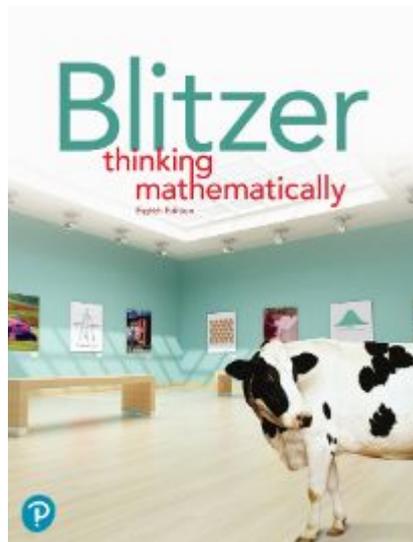
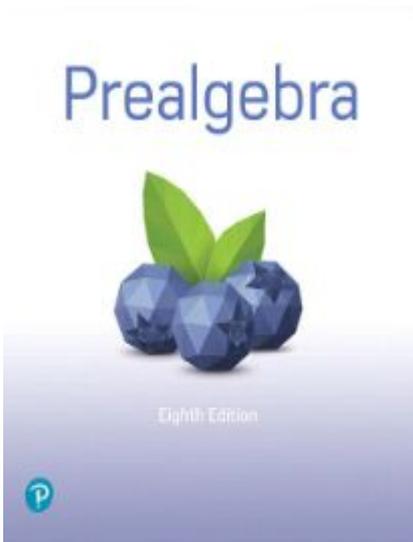
Integrated 3



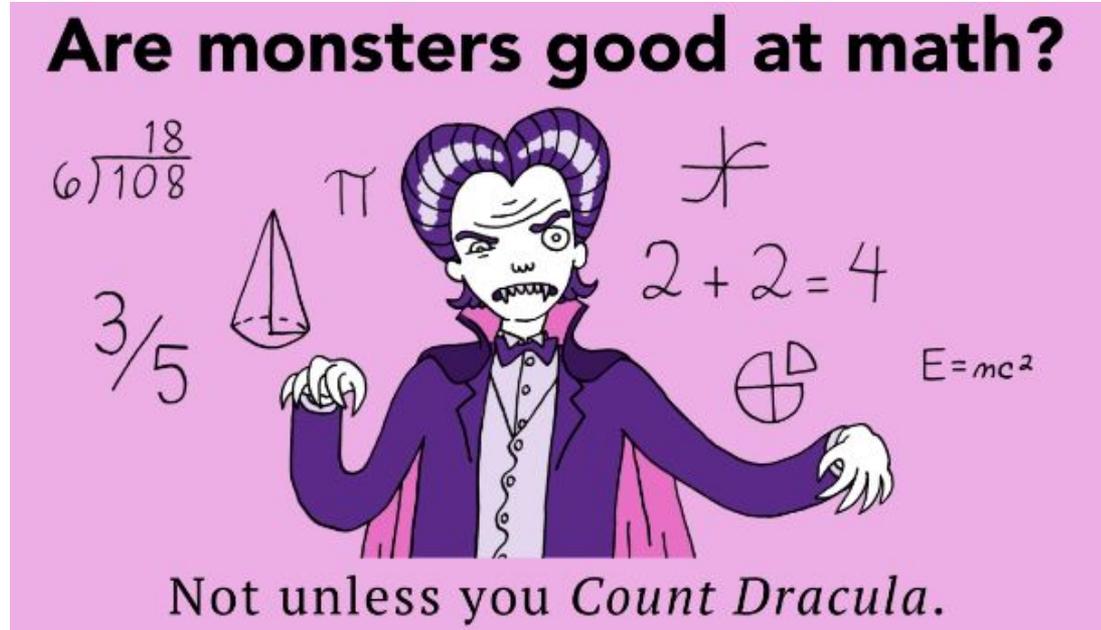
Curriculum Adoption



Secondary + 1 Electives and advanced offerings



Questions???



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

May 8, 2023

ASSISTANT SUPERINTENDENT'S RECOMMENDATION

8.1 CONSENT: Human Resources Department

8.1.1 TOPIC: Personnel Resignation

It is recommended.

RECOMMENDATION:

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

Jose Garcia
Jolene Hackett

Dean of Students
Kindergarten Teacher

Hermiston High School
Loma Vista Elementary

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

May 8, 2023

ASSISTANT SUPERINTENDENT'S RECOMMENDATION

8.1 CONSENT: Human Resources Department

8.1.2 TOPIC: Personnel Appointment

It is recommended.

RECOMMENDATION:

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

Nick Bower	Social Studies Teacher	Hermiston High School
Randi Hagen	Special Education Teacher	Sandstone Middle
Adhal Martinez	Physical Education Teacher	Armand Larive Middle
Kayla Niles	Special Education Teacher	Desert View Elementary

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

May 8, 2023

ASSISTANT SUPERINTENDENT'S RECOMMENDATION

8.1 CONSENT: Human Resources Department

8.1.3 TOPIC: Extra Responsibility & Extra Duty Contracts

It is recommended.

RECOMMENDATION:

. that the Board of Education approves the following extra responsibility and extra duty contracts:

Angela Brown	Track Coach	Sandstone Middle
Matthew Coe	Softball Coach	Sandstone Middle
Daniel Headley	Softball Coach	Sandstone Middle
Daniel Headley	Head Volleyball Coach	Hermiston High

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

May 8, 2023

DIRECTOR OF BUSINESS SERVICES' RECOMMENDATION

8.2 CONSENT ITEMS: Business Office

8.2.1 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	Cash	\$2,360.16	McDonalds – Adams Oregon Enterprises, Inc
Rocky Heights Elementary School	Cash	\$120.65	Lamb Weston
Hermiston School District	Air Filters		Amazon Data Services, Inc.



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

Name of Donor: McDonalds - Adams Oregon Enterprises, Inc

Donor Address: 6515 W. Clearwater, Suite 214, Kennewick, WA

Donor Telephone Number: 509-735-9311

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: Check for \$2,360.16

Purpose of gift/donation: Donation for McTeacher Night - Funds for Highland Hills Elementary - Deposit fund 255

Signature of Donor: N/A

Date: 04/14/2023

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 Rebecca B Date: 4/14/23

Recommendation of Business Manager Karen L San Date: 4-18-2023

Recommendation of Superintendent J Mooney Date: 5-3-23

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: Lamb Weston

Donor Address: 611 Meredith Rd NE #700 Calgary, AB

Donor Telephone Number: _____

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: NO. 0000074539, 02-24-2023, One
Hundred Twenty and sixty five cents.

Purpose of gift/donation: Donations

Signature of Donor: _____

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: 3/21/23

Recommendation of Business Manager [Signature] Date: 4.13.2023

Recommendation of Superintendent [Signature] Date: 5.2.2023

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 School District

Name of Donor: Amazon Data Services, Inc.

Donor Address: _____

Donor Telephone Number: _____

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 392 MREV 13 24" x 24" x 2" Air Filters. Estimated Value: \$2,737.92

Purpose of gift/donation: For use in HVAC systems throughout district

Signature of Donor: N/A

Date: 04/12/2023

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 Karin Isaac Date: 04/12/2023

Recommendation of Business Manager Karin Isaac Date: 04/12/2023

Recommendation of Superintendent T. Mooney Date: 5.2.23

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**

May 8, 2023

SUPERINTENDENT’S RECOMMENDATION

8.3 CONSENT ITEMS: Superintendent’s Office

8.3.1 TOPIC: Policy Review – First Reading

It is recommended.

RECOMMENDATION:

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

AC-AR	Discrimination Complaint Procedure
BBE	Vacancies on the Board
GBDA	Expression of Milk or Breast-feed in the Workplace
GCBDF/GDBDF	Paid Family Medical Leave Insurance *
JFCF-AR	[Hazing,] Harassment, Intimidation, Bullying, [Menacing,] Cyberbullying, or Teen Dating Violence Reporting Procedures – Student
JGE	Expulsion**
JHCD/JHCDA	Medications**/*
JHCD/JHCDA-AR	Medications**/*
KL	Public Complaints**
KL-AR(1)	Public Complaints Procedure

Hermiston School District 8R

Code: AC-AR
Adopted: 9/14/15
Revised/Readopted: 7/10/17; 12/11/17; 10/14/19;
2/10/20; 1/24/22
Orig. Code: AC-AR

Discrimination Complaint Procedure

Any person, including students, staff, visitors and third parties, may file a complaint.

Complaints regarding discrimination or harassment, on any basis protected by law, shall be processed in accordance with the following procedures:

Step 1: Complaints may be oral or in writing and must be filed with the principal. Any staff member that receives a written or oral complaint shall report the complaint to the principal.

The principal shall investigate and determine the action to be taken, if any, and reply, in writing, to the complainant within 15 school days of receipt of the complaint.

Step 2: If the complainant wishes to appeal the decision of the principal, the complainant may submit a written appeal to the superintendent or designee within five school days after receipt of the principal's response to the complaint.

The superintendent or designee shall review the principal's decision within five school days and may meet with all parties involved. The superintendent or designee will review the merits of the complaint and the principal's decision. The superintendent or designee will respond in writing to the complainant within 15 school days.

Step 3: If the complainant is not satisfied with the decision of the superintendent or designee, a written appeal may be filed with the Board within five school days of receipt of the superintendent's or designee's response to Step 2. The Board may decide to hear or deny the request for appeal at a Board meeting. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative at the next regular or special Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing or electronic form within ~~30~~15 days of receipt of the appeal by the Board ~~this meeting~~.

If the principal is the subject of the complaint, the individual may start at Step 2 and should file a complaint with the superintendent or designee.

If the superintendent is the subject of the complaint, the complaint may start at step 3 and should be referred to the Board chair.

Complaints against the Board as a whole or against an individual Board member, may start at step 3 and should be submitted to the Board chair and may be referred to district counsel.

Complaints against the Board chair may start at step 3 and be referred directly to the Board vice chair.

The timelines established in each step of this procedure may be extended upon mutual consent of the district and the complainant in writing, but will not be longer than 30 days from the date of the submission of the complaint at any step. The overall timeline of this complaint procedure may be extended beyond 90 days from the initial filing of the complaint upon written mutual consent of the district and the complainant.

The complainant, if a person who resides in the district, a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the ~~initial~~^{initialing} filing of the complaint, may appeal¹ the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

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

Discrimination/Harassment Complaint Form

Name of Person Filing Complaint Date School or Activity

Student/Parent Employee Job applicant Other _____

Type of discrimination:

- | | | |
|--|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Mental or physical disability | <input type="checkbox"/> Age |
| <input type="checkbox"/> Color | <input type="checkbox"/> Marital status | <input type="checkbox"/> Sexual orientation |
| <input type="checkbox"/> Religion | <input type="checkbox"/> Familial status | <input type="checkbox"/> Pregnancy |
| <input type="checkbox"/> Sex | <input type="checkbox"/> Economic status | <input type="checkbox"/> Discriminatory use of a Native American mascot |
| <input type="checkbox"/> National or ethnic origin | <input type="checkbox"/> Veterans' status | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Gender identity | | |

Specific complaint: (Please provide detailed information including names, dates, places, activities and results of the ~~informal~~ discussion.)

Who should we talk to and what evidence should we consider?

Suggested solution/resolution/outcome:

This complaint form should be mailed or submitted to the principal.

Direct complaints related to educational programs and services may be made to the U.S. Department of Education, Office for Civil Rights. Direct complaints related to employment may be filed with the Oregon Bureau of Labor and Industries, Civil Rights Division, or the U.S. Department of Labor, Equal Employment Opportunities Commission.

Corrected 4/19/23

Hermiston School District 8R

Code: **BBE**
Adopted: 7/06/04
Revised/Readopted: 7/10/17
Orig. Code(s): BBE

Vacancies on the Board

Vacancies will be filled through Board appointment. The Board appointee must be a legally registered voter and a resident within the district for one year immediately preceding the appointment.

[A vacancy on the board will be posted for a minimum of two weeks.](#)

In the event of multiple vacancies, the position vacated first will be filled first.

Upon appointment by the Board, the newly appointed Board member(s) will be sworn and seated immediately.

If the offices of a majority of Board members are vacant at the same time, the directors of the InterMountain Education Service District shall appoint persons to fill the vacancies from qualified school district voters.

Board elections are held every odd-numbered year which for the purposes of this policy are termed "election" years. The appointee:

1. Will serve until June 30 following the next "election," at which time the individual elected in May of that year will fill the remaining portion of an unexpired term or serve a full four-year term; or
2. Will serve until June 30 of a subsequent "election" year if the vacancy occurs after the filing date in an "election" year.

A Board member so elected as a replacement will serve the remaining year(s) of the term of office of the position being filled.

END OF POLICY

Legal Reference(s):

[ORS 249.865 to -249.877](#)
[ORS 255.245](#)

[ORS 255.335](#)
[ORS 332.030](#)

[ORS 332.122](#)
[ORS 332.124](#)

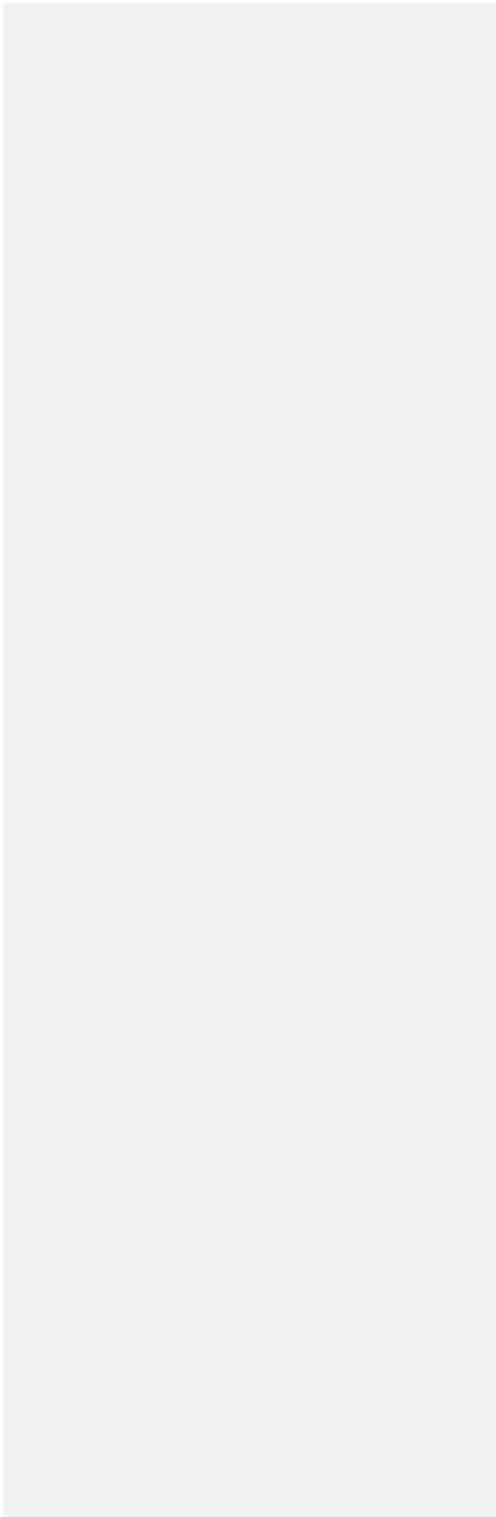
Cross Reference(s):

BBD - Board Member Removal from Office

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Vacancies on the Board - BBE

1-1



Hermiston School District 8R

Code: **GBDA**
Adopted: 11/12/13
Revised/Readopted: 7/10/17; 6/10/19; 10/14/19
Orig. Code: GBDA

Expression of Milk or Breast-feed in the Workplace

When possible, an employee must give reasonable notice of the intent to express milk or breast-feed to the building principal or immediate supervisor. The district shall provide the employee a reasonable rest period to express milk or breast-feed each time the employee has a need to express milk or breast-feed. If feasible, the employee will take the rest period at the same time as the rest periods or meal periods provided by the district.

The district will make a reasonable effort to provide a location, other than a public restroom or toilet stall, in close proximity to the employee's work area, where an employee can express milk or breast-feed in private, concealed from view and without intrusion by other employees or the public. "Close proximity" means within walking distance from the employee's work area that does not appreciably shorten the rest or meal period. If a private location is not within close proximity to the employee's work area, the district may not include the time taken to travel to and from the location as part of the break period.

The following locations have been identified in each facility for milk expression or breast-feeding:

1. District office: conference room with windows covered and door locked;
2. Desert View Elementary, Highland Hills Elementary, Loma Vista Elementary, Rocky Heights Elementary, Sunset Elementary, and West Park Elementary: classrooms with windows covered and door locked;
3. Armand Larive Middle School and Sandstone Middle School: classrooms with the windows covered and door locked;
4. Hermiston High School classrooms with windows covered and door locked;
5. Maintenance: private office with door locked.

This policy only applies to employees who are expressing milk or breast-feeding for children 18 months of age or younger.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)
[ORS 653.077](#)

[ORS 653.256](#)
[OAR 839-020-0051](#)

Cross Reference(s):

GCBDD/GDBDD - Sick Time

Hermiston School District 8R

Code:
Adopted:

GCBDF/GDBDF

Paid Family Medical Leave Insurance * (Version 2)

The district provides an equivalent plan for paid family and medical leave and does not participate in Paid Leave Oregon. This plan [has been approved] by the Employment Department.^{1} The district will file the Oregon Quarterly Tax Report as required.

The district will make available a notice poster that outlines the requirements and procedures for the equivalent plan.² This poster will be displayed in each of the district's buildings or worksites in an area that is accessible to and regularly frequented by employees. This poster will be provided³ to remote employees upon hire or assignment to remote work.

END OF POLICY

Legal Reference(s):

[ORS 657B.210 – 657B.260](#)

[OAR 471-070-2200 - 2460](#)

^{1} Deadlines for the district to file an exemption application can be found on OAR 471-070-2205. Application requirements can be found in OAR 471-070-2210.

² For poster requirements, see OAR 471-070-2330.

³ By hand delivery, regular mail, or through an electronic delivery method.

Hermiston School District 8R

Code: JFCF-AR
Revised/Reviewed: 12/10/12; 7/24/17; 6/10/19

[Hazing,] Harassment, Intimidation, Bullying, [Menacing,] Cyberbullying, or Teen Dating Violence Reporting Procedures – Student

(The policy contains hazing and menacing language.)

The site administrator have responsibility for investigations concerning ~~reported~~ acts of [hazing,] harassment, intimidation or bullying, [menacing,] acts of cyberbullying, and incidents of teen dating violence. The investigator(s) shall be a neutral party having had no involvement in the report presented.

All reports will be investigated in accordance with the following procedures:

- Step 1 Any reports or information on acts of [hazing,]harassment, intimidation or bullying, [menacing,] acts of cyberbullying, or incidents of teen dating violence (e.g., complaints, rumors) shall be presented to the appropriate administrator. Reports against the principal shall be filed with the superintendent. Reports against the superintendent shall be filed with the Board chair. All such information will be reduced to writing and will include the specific nature of the offense and corresponding dates.
- Step 2 The site administrator receiving the report shall promptly investigate. Parents will be notified of the nature of any report involving their student. The site administrator will arrange such meetings as may be necessary with all concerned parties within five working days after receipt of the information or report. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the report will be reduced to writing. The site administrator conducting the investigation shall notify the person making the report within 10 working days of receipt of the information or report, and parents as appropriate, [in writing] when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined.
- Step 3 If the person making the report is not satisfied with the decision at Step 2, they 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 person making the report and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the appeal within 10 working days.

Reports against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the report 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. After receiving the results of the investigation, the Board shall decide, ~~within 20 days,~~ in open session what action, if any, is warranted. A final decision will be made within 30 days of receipt of the report.

Reports against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board. The Board chair shall present the report 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. After receiving the results of the investigation, the Board shall decide, ~~within 20 days~~, in open session what action, if any, is warranted. A final decision will be made within 30 days of receipt of the report.

Reports against the Board chair may be made directly to the Board vice chair on behalf of the Board. The Board vice chair shall present the report 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. After receiving the results of the investigation, the Board shall decide, ~~within 20 days~~, in open session what action, if any, is warranted. A final decision will be made within 30 days of receipt of the report.

Timelines may be extended upon written agreement between both parties. This also applies to reports filed against the superintendent or any Board member.

Direct complaints of discriminatory harassment 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.

Documentation related to the incident may be maintained as a part of the student's education records.

Corrected 4/19/23

Hermiston School District 8R

Code: JGE
Adopted: 9/14/15
Revised/Readopted: 7/24/17; 2/10/20
Orig. Code: JGE

Expulsion**

A principal, after reviewing available information, may recommend to the superintendent that a student be expelled. Expulsion of a student shall not extend beyond one calendar year.

A student may only be expelled for the following circumstances:

1. When a student's conduct poses a threat to the health or safety of students or employees;
2. When other strategies to change the student's conduct have been ineffective, except that expulsion may not be used to address truancy; or
3. When required by law.

The use of expulsion for discipline of a student in fifth grade or lower is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observations or upon a report from an employee, the student's conduct poses a direct threat to the health or safety of students or employees; or
3. When the expulsion is required by law.

The age of the student and the past pattern of behavior will be considered prior to imposing the expulsion.

No student may be expelled without a hearing unless the student's parents, or the student if 18 years of age, waive the right to a hearing, either in writing or by failure to appear at a scheduled hearing. ~~By waiving the right to a hearing, the student and parent agree to abide by the findings of a hearings officer.~~

[The Board delegates the authority to decide on an expulsion to the superintendent. ^{1} The superintendent may designate another person to handle the potential expulsion, and the superintendent, a designee or another individual may act as the hearings officer. The district may contract with an individual who is not employed by the district to serve as the hearings officer. The hearings officer will not be associated with the initial actions of the building administrators. The hearings officer will conduct the hearing and make a final decision regarding the expulsion. A decision of the hearings officer may be appealed by the parent or the student if age 18 or over to the Board for review.]

^{1} The Board can retain authority for all expulsions. If the Board chooses not to delegate this authority, any recommendations for expulsion from administration would come to the Board for resolution. The Board would have to meet and determine next steps for all expulsions.

If the decision of the hearings officer is appealed to the Board for review, the findings as to the facts and the hearings officer's decision will be submitted to the Board, and will be available in identical form to the Board, the student and the student's parents at the same time. At a future meeting, the Board will review the hearings officer's decision and will affirm, modify or reverse the decision.]

When a recommendation for an expulsion is made and a hearing is not waived, the following procedure is required:

1. Notice will be given to the student and the parent by personal service² or by certified mail³ at least five days prior to the scheduled hearing. Notice shall include:
 - a. The specific charge or charges and the specific facts which support the charge or charges;
 - ~~b. The conduct constituting the alleged violation, including the nature of the evidence of the violation and reason for expulsion;~~
 - ~~e.b. A recommendation for expulsion~~ statement of intent to consider the charges as reason for expulsion;
 - ~~d.c.~~ The student's right to a hearing;
 - ~~e.d.~~ When and where the hearing will take place; and
 - ~~f.e.~~ The ~~right to representation~~ student may be represented by counsel or other persons.
- ~~2. The Board may expel, or may delegate the authority to decide on an expulsion to the superintendent or superintendent's designee, who may also act as the hearings officer. The district may contract with an individual who is not employed by the district to serve as the hearings officer. The hearings officer designated by the Board will conduct the hearing and will not be associated with the initial actions of the building administrators;~~
- ~~3. Expulsion hearings will be conducted in private and will not be open to the general public unless the student or the students' parents request an open session;~~
- ~~4.2.~~ If ~~in case~~ the parent or student does not understand ~~has difficulty understanding~~ the English language ~~or has other serious communication disabilities~~, the district will provide an interpreter during the hearing. All communications will be in a manner that is understandable to the parents and student ~~translator~~;
- ~~5.3.~~ The student shall be permitted to have representation present at the hearing to advise and to present arguments. The representation may be an attorney, ~~and/or~~ parent or other person. The district's attorney may be present;
- ~~6.4.~~ The student shall be afforded the right to present their version of the events underlying the expulsion recommendation and to introduce evidence by testimony, writings or other exhibits;
- ~~7.5.~~ The student shall be permitted to be present and to hear the evidence presented by the district;
- ~~8.6.~~ The hearings officer or the student may record the hearing;

² The person serving the notice shall file a return of service. (OAR 581-021-0070)

³ When "certified mail is given to a parent of a suspended student, the notice shall be placed in the mail at least five days before the date of the hearing." (OAR 581-021-0070)

9.7. Strict rules of evidence shall not apply to the proceedings. However, this shall not limit the hearings officer's control of the hearing;

~~10. If the Board is conducting the expulsion hearing, the Board may designate the Board chair or a third party as the hearings officer. The hearings officer will determine the facts of each case on the evidence presented at the hearing. Evidence may include the relevant past history and student education records. The hearings officer will provide to the Board, findings as to the facts, the recommended decision and whether or not the student has committed the alleged conduct. This will include the hearings officer's recommended decision on disciplinary action, if any, including the duration of any expulsion. This material will be available in identical form to the Board, the student if age 18 or over and the students' parents at the same time. Following the review by the Board of the hearings officer's recommendation, the Board will make the final decision regarding the expulsion;~~

~~11. If the Board has delegated authority to the superintendent or designee to act as the hearings officer, the superintendent may designate themselves, or a third party, as the hearings officer. The hearings officer's decision is final. However, a decision of the hearings officer may be appealed by the parent or the student if age 18 or over to the Board for review. If the decision of the hearings officer is appealed to the Board for review, the findings as to the facts and the hearings officer's decision will be submitted to the Board, and will be available in identical form to the Board, the student and the students' parents at the same time. At its next regular or special meeting the Board will review the hearings officer's decision and will affirm, modify or reverse the decision;~~

12.8. A Board-conducted hearing or a Board review of the hearings officer's decision will be conducted in executive session unless the student or the student's parent requests a public hearing. If an executive session is held by the Board or a private hearing held by the hearings officer, the following will not be made public:

- a. The name of the minor student;
- b. The issues involved, including a student's confidential records;
- c. The discussion;
- d. The vote of Board members, which may be taken in executive session when considering an expulsion.

Prior to expulsion for reasons other than a weapons violation, the district must notify the student and parents of propose alternative programs of instruction or instruction combined with counseling and document this notification to a student subject to expulsion for reasons other than a weapons policy violation. ~~The district must document to the parent of the student that proposals of alternative education programs have been made.~~

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)
[ORS 332.061](#)
[ORS 336.615 - 336.665](#)

[ORS 339.115](#)
[ORS 339.240](#)
[ORS 339.250](#)

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

OSBA Model Sample Policy

Code: JHCD/JHCDA

Adopted:

Medications**/*

The district recognizes that administering a medication to a student and/or permitting a student to administer a medication to them self, may be necessary when the failure to take such medication during school hours would prevent the student from attending school, and recognizes a need to ensure the health and well-being of a student who requires regular doses or injections of a medication as a result of experiencing a life-threatening allergic reaction or adrenal crisis¹, or a need to manage hypoglycemia, asthma or diabetes. Accordingly, the district may administer or a student may be permitted to administer to them self prescription (injectable and noninjectable) and/or nonprescription (noninjectable) medication at school.

The district shall designate personnel authorized to administer medications to students. Annual training shall be provided to designated personnel as required by law in accordance with guidelines approved by the Oregon Department of Education (ODE). When a licensed health care professional is not immediately available, trained personnel designated by the district may administer epinephrine, glucagon or another medication to a student as prescribed and/or allowed by Oregon law.

[A current first-aid and CPR card is required for designated personnel.]

The district reserves the right to reject a request for administration of medication at school, either by district personnel or student self-administration, if the medication is not necessary for the student to remain in school.

The superintendent and/or designee will require that an individualized health care plan and allergy plan is developed for every student with a known life-threatening allergy or a need to manage asthma, and an individualized health care plan for every student for whom the district has been given proper notice of a diagnosis of adrenal insufficiency. Such a plan will include provisions for administering medication and/or responding to emergency situations while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity.

A student may be allowed to self-administer a medication for asthma, diabetes, hypoglycemia or severe allergies as prescribed by an Oregon licensed health care professional, upon written and signed request of the parent or guardian and subject to age-appropriate guidelines. This self-administration provision also requires a written and signed confirmation the student has been instructed by the Oregon licensed health care professional on the proper use of and responsibilities for the prescribed medication. A request to the district to administer or allow a student to self-administer prescription medication shall include a signed prescription and treatment plan from a prescriber².

¹ Under proper notice given to the district by a student or student's parent or guardian.

² A registered nurse who is employed by a public or private school, ESD or local public health authority to provide nursing services at a public or private school may accept an order from a physician licensed to practice medicine or osteopathy in

A request to the district to administer or allow a student to self-administer nonprescription medication that is not approved by the Federal Drug Administration (FDA) shall include a written order from the student's prescriber that meets the requirements of law.

A written request and permission form signed by a student's parent or guardian, unless the student is allowed to access medical care without parental consent under state law³, is required and will be kept on file.

If the student is deemed to have violated Board policy or medical protocol by the district, the district may revoke the permission given to a student to self-administer medication.

Prescription and nonprescription medication will be handled, stored, monitored, disposed of and records maintained in accordance with established district administrative regulations governing the administration of prescription or nonprescription medications to students, including procedures for the disposal of sharps and glass.

A process shall be established by which, upon parent or guardian written request, a backup prescribed autoinjectable epinephrine is kept at a reasonably, secure location in the student's classroom as provided by state law.

A premeasured dose of epinephrine may be administered by trained, designated personnel to any student or other individual on school premises who the person believes in good faith is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

[⁴Naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug may be administered by trained, designated personnel to any student or other individual on school premises who the person believes in good faith is experiencing an overdose of an opioid drug.]

This policy shall not prohibit, in any way, the administration of recognized first aid to a student by district employees in accordance with established state law, Board policy and administrative regulation.

A school administrator, teacher or other district employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the administration, in good faith and pursuant to state law, of prescription and/or nonprescription medication.

A school administrator, school nurse, teacher or other district employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of a student's self-administration of medication, as described in Oregon Revised Statute (ORS) 339.866, if that person in good faith and pursuant to state law, assisted the student in self-administration of the medication.

another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the school for not more than 90 days.

³ Subject to ORS 109.610, 109.640 and 109.675.

[⁴ The district is not required to provide or administer this medication. If the district plans on providing and administering this medication this policy language and other associated bracketed policy language is required. If the district does not plan to provide or administer this medication, do not include this language or other associated bracketed language in this policy.]

A school administrator, school nurse, teacher or other district employee designated by the school administration is not liable in a criminal action or for civil damages as a result of the use of medication if that person in good faith administers autoinjectable epinephrine to a student or other individual with a severe allergy who is unable to self-administer the medication, regardless of whether the student or individual has a prescription for epinephrine[, or administers naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug to a student or other individual who that person believes in good faith is experiencing an overdose of an opioid drug].

The district and the members of the Board are not liable in a criminal action or for civil damages as a result of the use of medication if any person in good faith, on school premises, including at a school, on school property under the jurisdiction of the district or at an activity under the jurisdiction of the district, administers autoinjectable epinephrine to a student or other individual with a severe allergy who is unable to self-administer the medication, regardless of whether the student or individual has a prescription for epinephrine[, or administers naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug to a student or other individual who the person believes in good faith is experiencing an overdose of an opioid drug].

The superintendent shall develop administrative regulations as needed to meet the requirements of law and the implementation of this policy.

END OF POLICY

Legal Reference(s):

[ORS 109.610](#)
[ORS 109.640](#)
[ORS 109.675](#)
[ORS 332.107](#)
[ORS 339.866 - 339.871](#)

[ORS 433.800 - 433.830](#)
[ORS 475.005 - 475.285](#)

[OAR 166-400-0010\(17\)](#)
[OAR 166-400-0060\(29\)](#)

[OAR 333-055-0000 -055-0115](#)
[OAR 581-021-0037](#)
[OAR 581-022-2220](#)
[OAR 851-047-0030](#)
[OAR 851-047-0040](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).

OREGON HEALTH AUTHORITY AND OREGON DEPARTMENT OF EDUCATION, *Medication Administration: A Manual for School Personnel*.

OSBA Model Sample Policy

Code: JHCD/JHCDA-AR

Adopted:

Medications**/*

Students may, subject to the provisions of this administrative regulation, have prescription or nonprescription medication administered by designated personnel, or may be permitted to administer prescription or nonprescription medication to themselves.

1. Definitions

- a. “Medication” means any drug, chemical compound, suspension or preparation in suitable form for use as a curative or remedial substance taken internally or externally but not injected except for premeasured doses of epinephrine, medication to treat adrenal insufficiency and glucagon to treat severe hypoglycemia. Medication includes any prescription for bronchodilators or autoinjectable epinephrine prescribed by a student’s Oregon licensed health care professional for asthma or severe allergies. [¹Medication also includes naloxone or any similar medication that is in any form available for the safe administration and that is designed to rapidly reverse an overdose of an opioid drug.]
- b. “Prescription medication” means any medication that under federal or state law requires a prescription by a prescriber.
- c. “Nonprescription medication” means medication that under federal law does not require a prescription from a prescriber.
- d. “Adrenal crisis” means adrenal crisis as defined in Oregon Revised Statute (ORS) 433.800.
- e. “Adrenal insufficiency” means adrenal insufficiency as defined in ORS 433.800.
- f. “Notice of a diagnosis of adrenal insufficiency” means written notice to the district from a student or the parent or guardian of a student who has been diagnosed as adrenal insufficient with a copy of an order from the student’s primary care provider that includes the student’s diagnosis, description of symptoms indicating the student is in crisis, prescription for medication to treat adrenal insufficiency crisis and instructions for follow-up care after medication to treat adrenal insufficiency crisis has been administered.
- g. “Prescriber²” means a doctor of medicine or osteopathy, a physician assistant licensed to practice by the Board of Medical Examiners for the state of Oregon, an Oregon-licensed, advance practice registered nurse with prescriptive authority, a dentist licensed by the Board of Dentistry for the state of Oregon, an optometrist licensed by the Board of Optometry for the state of Oregon, a naturopathic physician licensed by the Board of Naturopathy for the state of Oregon or a pharmacist licensed by the Board of Pharmacy for the state of Oregon.

[¹ If the district plans to provide and/or administer naloxone in the district this language and other associated bracketed language is required. If the district does not plan to provide and/or administer naloxone in the district do not include this language or other associated bracketed language.]

² A registered nurse who is employed by a public or private school, ESD or local public health authority to provide nursing services at a public or private school may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the school for not more than 90 days.

- h. “Qualified trainer” means a person who is familiar with the delivery of health services in a school setting and who is a registered nurse licensed by the Oregon State Board of Nursing, a doctor of medicine or osteopathy or a physician assistant licensed by the Board of Medical Examiners for the state of Oregon or a pharmacist licensed by the Board of Pharmacy for the state of Oregon.
- i. “Severe allergy” means a life-threatening hypersensitivity to a specific substance such as food, pollen, dust or insect sting.
- j. “Asthma” means a chronic inflammatory disorder of the airways that requires ongoing medical intervention.
- k. “Designated personnel” means the school personnel designated to administer medication pursuant to district policy and procedure.

2. Designated Staff/Training

- a. The principal will designate personnel authorized to administer prescription or nonprescription medication to a student while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity, as required by Oregon law. The principal will supervise and ensure building and activity practices and procedures are consistent with the requirements of law, rules and this administrative regulation.
- b. The principal will ensure the training required by Oregon law is provided to designated personnel. Training must be conducted by a qualified trainer. Training will be provided annually to designated personnel authorized to administer medication to students. The first year and every third year of training requires in-person instruction; during the intervening years, designated personnel may complete an online training that has been approved by the Oregon Department of Education (ODE) so long as a trainer is available within a reasonable amount of time following the training to answer questions and provide clarification.
- c. Training will provide an overview of applicable provisions of Oregon law, administrative rules, district policy and administrative regulations and include, but not be limited to, the following: safe storage, handling, monitoring medication supplies, disposing of medications, record keeping and reporting of medication administration and errors in administration, emergency medical response for life-threatening side effects, allergic reactions or adrenal insufficiency and student confidentiality. Materials as recommended and/or approved by the ODE will be used.
- d. A copy of the district’s policy and administrative regulation will be provided to all staff authorized to administer medication to students and others, as appropriate.

3. Administering Premeasured Doses of Epinephrine to a Student or Other Individual

A premeasured dose of epinephrine may be administered by trained, designated personnel to any student or other individual on school premises who the person believes in good faith is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

4. ^[3]Administering Naloxone or Other Similar Medication to a Student or Other Individual

[³ Ibid. p. 1.]

Naloxone or any other similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug may be administered by trained, designated personnel to any student or other individual on school premises who the person believes in good faith is experiencing an opioid overdose.]

5. Administering of Medication to a Student Experiencing Symptoms of Adrenal Crisis

A student experiencing symptoms of adrenal crisis while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from a school or a school-sponsored activity, may be treated by designated personnel and shall be subject to the following:

- a. Upon notice of a diagnosis of adrenal insufficiency, as defined in Oregon Administrative Rule (OAR) 581-021-0037, the building principal will designate one or more school personnel to be responsible for administering the medication to treat adrenal insufficiency;
- b. The designated personnel will successfully complete training to administer medication to treat a student who has adrenal insufficiency and is experiencing symptoms of adrenal crisis in accordance with the rules adopted by the Oregon Health Authority;
- c. The student or the student's parent or guardian must provide adequate supply of the student's prescribed medication to the district;
- d. The district will require the development of an individualized health care plan for the student that includes protocols for preventing exposures to allergens, and establishes if or when a student may self-carry prescription medication when the student has not been approved to self-administer medication;
- e. In the event that a student experiences symptoms of adrenal crisis and the designated personnel determines the medication to treat adrenal insufficiency should be administered, any available staff member will immediately call 911 and the student's parent or guardian.

6. Administering Medication to a Student

- a. A request to permit designated personnel to administer medication to a student may be approved by the district and is subject to the following:
 - (1) A written request for designated personnel to administer prescription medication to a student, if because of the prescribed frequency or schedule, the medication must be given while the student is in school, at a school-sponsored activity, while under the supervision of school personnel and in transit to or from school or a school-sponsored activity, must be submitted to the school office and shall include:
 - (a) The written permission of the student's parent or guardian or the student if the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675; and
 - (b) The written instruction from the prescriber for the administration of the medication to the student that includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Method of administration;
 - (iv) Dosage;
 - (v) Frequency of administration;

- (vi) Other special instructions from the prescriber, if any; and
- (vii) Signature of the prescriber.

The prescription label prepared by a pharmacist at the direction of the prescriber, will be considered to meet this requirement if it contains the information listed in (i)-(vi) above.

- (2) A written request for designated personnel to administer nonprescription medication to a student must be submitted to the school office and is subject to the following:
 - (a) The nonprescription medication is necessary for the student to remain in school;
 - (b) The nonprescription medication is provided in the original manufacturer's container by the parent or guardian of the student;
 - (c) The written instruction from the student's parent or guardian for the administration of the nonprescription medication includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Method of administration;
 - (iv) Dosage;
 - (v) Frequency of administration;
 - (vi) Other special instructions, if any; and
 - (vii) Signature of the student's parent or guardian.

If the written instruction is not consistent with the manufacturer's guidelines for the nonprescription medication, the written instruction must also include a written order allowing the inconsistent administration signed by a prescriber.

- (d) If the nonprescription medication is not approved by the Food and Drug Administration (FDA), a written order from the student's prescriber is required and will include:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Dosage;
 - (iv) Method of administration;
 - (v) Frequency of administration;
 - (vi) A statement that the medication must be administered while the student is in school;
 - (vii) Other special instructions, if any; and
 - (viii) Signature of the prescriber.

- b. An individualized health care and allergy plan will be developed for a student with a known life-threatening allergy and will include protocols for preventing exposures to allergens and procedures for responding to life-threatening allergic reactions while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity, and will include a determination on if or when the student may self-carry prescription medication if the student has not been approved to self-administer medication;
- c. It is the student's parent or guardian's, or the student's if the student is allowed to seek medical care without parental consent, responsibility to ensure that an adequate amount of medication is on hand at the school for the duration of the student's need to take medication;
- d. It is the student's parent or guardian's, or the student's if the student is allowed to seek medical care without parental consent, responsibility to ensure that the school is informed in writing of any changes in medication instructions;
- e. In the event a student refuses medication, the parent or guardian will be notified immediately, except where a student is allowed to seek medical care without parental consent. No attempt will be made to administer medication to a student who refuses a medication;
- f. Any error in administration of a medication will be reported to the parent or guardian immediately, except where a student is allowed to seek medical care without parental consent[, and documentation will be made on the district's Accident/Incident Report form]. Errors include, but are not limited to, administering medication to the wrong student, administering the wrong medication, dose, frequency of administration or method of administration;
- g. Medication shall not be administered until the necessary permission form and written instructions have been submitted as required by the district.

7. Administration of Medication by a Student to Themselves

- a. A student, including a student in grade K through 12 with asthma or severe allergies, may be permitted to administer medication to themselves without assistance from designated personnel and is subject to the following:
 - (1) A student must demonstrate the ability, developmentally and behaviorally, to self-administer prescription medication and must have:
 - (a) A permission form from a parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675, and other documentation requested by the district must be submitted for self-medication of all prescription medications;
 - (b) If the student has asthma, diabetes and/or a severe allergy, a medication that is prescribed by a prescriber and a written treatment plan developed by a prescriber or other Oregon licensed health care professional for managing of the student's asthma, diabetes and/or severe allergy, and directs use by the student while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity. The prescriber will include acknowledgment that the student has been instructed in the correct and responsible use of the prescribed medication;
 - (c) The permission to self-administer the medication from a building administrator and a prescriber or registered nurse practicing in a school setting.

- (2) A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication and must have:
 - (a) The written permission of the student’s parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675;
 - (b) The student’s name affixed to the manufacturer’s original container; and
 - (c) The permission to self-administer medication from a building administrator.

- (3) A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication that is not approved by the FDA and must have:
 - (a) The written permission of the student’s parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675; and
 - (b) A written order from the student’s prescriber that includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Dosage;
 - (iv) Method of administration;
 - (v) Frequency of administration;
 - (vi) A statement that the medication must be administered while the student is in school;
 - (vii) Other special instructions, if any; and
 - (viii) Signature of the prescriber.

- b. The student may have in their possession only the amount of medication needed for that school day, except for manufacturer’s packaging that contains multiple dosage, the student may carry one package, such as, but not limited to, autoinjectable epinephrine or bronchodilators/inhalers;
- c. Sharing and/or borrowing of any medication with another student is strictly prohibited;
- d. For a student who has been prescribed bronchodilators or epinephrine, the designated personnel will request that the parent or guardian provide backup medication for emergency use by that student. Backup medication, if provided, will be kept at the student’s school in a location to which the student has immediate access in the event the student has an asthma and/or severe allergy emergency;
- e. Upon written request from a parent or guardian, and with a prescriber’s written statement that the lack of immediate access to a backup autoinjectable epinephrine may be life threatening to a student, and the location the school stores backup medication is not located in the student’s classroom, a process shall be established to allow the backup autoinjectable epinephrine to be kept in a reasonably secure location in the student’s classroom;
- f. A student shall not administer medication to themselves until the necessary permission form and written instructions have been submitted as required by the district;
- g. Permission for a student to administer medication to themselves may be revoked if the student violates the Board policy and/or this administrative regulation;
- h. A student may be subject to discipline, up to and including expulsion, as appropriate;
- i. A student permitted to administer medication to themselves may be monitored by designated personnel to monitor the student’s response to the medication.

8. Handling, Monitoring and Safe Storage of Medication Supplies for Administering Medication to Students
 - a. Medication administered by designated personnel to a student or self-administered by a student, must be delivered to the school in its original container, accompanied by the permission form and written instructions, as required above.
 - b. Medication in capsule or tablet form and categorized as a sedative, stimulant, anticonvulsant, narcotic analgesic or psychotropic medication will be counted by designated personnel in the presence of another district employee upon receipt, documented in the student's medication log and routinely monitored during storage and administration. Discrepancies will be reported to the principal immediately and documented in the student's medication log. For such medication not in capsule or tablet form, standard measuring and monitoring procedures will apply.
 - c. Designated personnel will follow the written instructions of the prescriber and the student or the student's parent or guardian, and training guidelines as may be recommended by the ODE for administering all forms of prescription and/or nonprescription medications.
 - d. Medication will be secured as follows:
 - (1) Nonrefrigerated medications will be stored in a locked cabinet, drawer or box [used solely for the storage of medication];
 - (2) Medications requiring refrigeration will be stored in a [locked box in a refrigerator] [separate refrigerator used solely for the storage of medication];
 - (3) Access to medication storage keys will be limited to the principal and designated personnel.
 - e. Designated personnel will be responsible for monitoring all medication supplies and for ensuring medication is secure at all times, not left unattended after administering and that the medication container is properly sealed and returned to storage.
 - f. In the event medication is running low or an inadequate dosage is on hand to administer the medication, the designated personnel will notify the student's parent or guardian or the student (in situations involving ORS 109.610, 109.640 and 109.675) immediately.
9. Emergency Response
 - a. Designated personnel will notify 911 or other appropriate emergency medical response systems and administer first aid, as necessary, in the event of life-threatening side effects that result from district-administered medication or from student self-medication or allergic reactions. The parent or guardian[, school nurse] and principal will be notified immediately.
 - b. Minor adverse reactions that result from district-administered medication or from student self-medication will be reported to the parent or guardian immediately, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675.
 - c. Any available district staff will immediately call 911 and the student's parent or guardian if the designated personnel believes the student is experiencing symptoms of adrenal crisis and plans to administer medication.

10. Disposal of Medications

- a. Medication not picked up by the student's parent or guardian, or the student when allowed pursuant to ORS 109.610, 109.640 and 109.675, at the end of the school year or within [five] school days of the end of the medication period, whichever is earlier, will be disposed of by designated personnel in a nonrecoverable fashion as follows:
 - (1) Medication will be removed from its original container and personal information will be destroyed;
 - (2) Solid medications will be crushed, mixed or dissolved in water, liquid medications will be mixed or dissolved in water; and
 - (3) Mixed with an undesirable substance, e.g., coffee grounds, kitty litter, flour; and
 - (4) Placed in impermeable non-descriptive containers, e.g., empty cans or sealable bags, and placed in the trash.

Prescriptions will be flushed down the toilet **only** if the accompanying patient information specifically instructs it is safe to do so.

Other medication will be disposed of in accordance with established training procedures including sharps and glass.

- b. All medication will be disposed of by designated personnel in the presence of another school employee and documented as described in Section 10, below.

11. Transcribing, Recording and Record Keeping

- a. A medication log will be maintained for each student administered medication by the district. The medication log will include, but not be limited to:
 - (1) The name of the student, name of medication, dosage, method of administration, date and time of administration, frequency of administration and the name of the person administering the medication;
 - (2) Student refusals of medication;
 - (3) Errors in administration of medication;
 - (4) Incidents of emergency and minor adverse reaction by a student to medication;
 - (5) Discrepancies in medication supply;
 - (6) Disposal of medication including date, quantity, manner in which the medication was destroyed and the signature of the staff involved.
- b. All records relating to administration of medications, including permissions and written instructions, will be maintained in a separate medical file apart from the student's education record file unless otherwise related to the student's educational placement and/or individualized education program. Records will be retained in accordance with applicable provisions of OAR 166-400-0010(17) and OAR 166-400-0060(29).
- c. Student health information will be kept confidential. Access shall be limited to those designated personnel authorized to administer medication to students, the student and their parent or guardian. Information may be shared with other staff with a legitimate educational interest in the student or others as may be authorized by the parent or guardian in writing or others as allowed under state and federal law.

Hermiston School District 8R

Code: KL
Adopted: 9/14/15
Revised/Readopted: 7/24/17; 12/11/17; 10/14/19
Orig. Code: KL

Public Complaints**

A parent or guardian of a student attending a school in the district, ~~or~~ a person ~~who~~ ~~that~~ resides in the district, a staff member, or a student may petition the district with a complaint. A complainant will be referred through the proper administrative process for resolution of a complaint before investigation or action by the Board. An exception will be a complaint against the superintendent or one that involves ~~a~~ Board actions or Board operations.

The complaint procedure is available at the district's administrative office and on the home page of the district's website.

The Board advises that there is a process available for resolving complaints, including but not limited to a complaints in one or more of the following areas:

1. Instruction;
2. Discipline;
3. Learning materials;
4. Compliance with State Standards;
5. Restraint and/or seclusion;
6. With a staff member; or
7. Retaliation against a student who in good faith reported information that the student believes is evidence of a violation of state or federal law, rule or regulation.

The complainant must follow the complaint procedure as outlined in administrative regulation KL-AR - Public Complaint Procedure.

The district may offer mediation or another alternative dispute resolution process as an option if all parties to the complaint agree in writing to participate in such mediation or resolution.

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the Board. The Board will not hear complaints against employees in a session open to the public unless an employee requests an open session.

Complaints against the principal ~~should~~ ~~may start at step 3 or other administrator and shall~~ be filed with the superintendent.

Complaints against the superintendent ~~should~~ ~~may start at step 4 and shall~~ be referred to the Board chair on behalf of the Board. The Board may refer the investigation to a third party.

Complaints against the Board as a whole or against an individual Board member ~~should~~ ~~may start at step 4 and shall~~ be referred to the Board chair on behalf of the Board and may be referred to district counsel.

Complaints against the Board chair ~~should~~ ~~may start at step 4 and shall~~ be referred directly to the Board vice chair on behalf of the Board.

A complainant must file a complaint within the later of either time limit set below, in accordance with state law:

1. Within two years after the alleged violation or unlawful incident occurred or the complainant discovered the alleged violation or unlawful incident. For incidents that are continuing in nature, the time limitation must run from the date of the most recent incident; or
2. Within one year after the affected student has graduated from, moved away from or otherwise left the district.

The superintendent will administer the complaint process, as appropriate.

If any complaint alleges a violation of Oregon Administrative ~~Rule~~ ~~rule~~ (OAR) Chapter 581, Division 22 (Division 22 Standards), Oregon Revised Statute (ORS) 339.285 ~~to~~ 339.303 or OAR 581-021-0550 ~~to~~ 581-021-0570 (Restraint and Seclusion), or ORS 659.852 (Retaliation), and the complaint is not resolved through the complaint process, the complainant, if a student, a parent or guardian of a student attending a school in the district or a person who resides in the district, may appeal¹ the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)
[ORS 332.107](#)

[ORS 659.852](#)
[OAR 581-002-0001 - 002-0005](#)

[OAR 581-022-2370](#)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).
Connick v. Myers, 461 U.S. 138 (1983).

Corrected 4/19/23

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

Hermiston School District 8R

Code: **KL-AR(1)**
Revised/Reviewed: 9/14/15; 7/24/17; 12/11/17;
10/14/19

Public Complaints Procedure

A parent or guardian of a student attending a school in the district, ~~or~~ a person who resides in the district, a staff member, or a student who wishes to express a concern should discuss the matter with the school employee involved.

The Administrator: Step One

If the individual is unable to resolve a problem or concern with the employee, the individual may file a written, signed complaint with the principal within five working days of the employee's response. The principal shall evaluate the complaint and render a decision within five working days after receiving the complaint. A form is available for use on the district's website or can be obtained at the district office.

The Superintendent: Step Two

If Step One does not resolve the complaint, within 10 working days of ~~receiving~~ the written response from the principal's decision, the complainant may file a signed, written complaint with the superintendent or designee clearly stating the nature of the complaint and a suggested remedy. (A form is available for use on the district's website or can be obtained at the district office.)

The superintendent or designee shall investigate the complaint, confer with the complainant and the parties involved, prepare a report of their findings and conclusion, and provide the report¹ in writing or in an electronic form to the complainant within 10 working days after receiving the written complaint.

The Board: Step Three

If the complainant is dissatisfied with the superintendent's or designee's findings and conclusion, the complainant may appeal the decision to the Board within five working days of receiving the superintendent's decision. The Board will review the findings and conclusion of the superintendent in a public meeting to determine what action is appropriate. The Board may use executive session if the subject matter qualifies under Oregon law. Appropriate action may include, but is not limited to, holding a hearing, requesting additional information, and adopting the superintendent's decision as the district's final decision. All parties involved, including the school administration, may be asked to attend such hearing for the purposes of making further explanations and clarifying the issues.

¹ If the Board chooses to accept the superintendent's decision as the district's final decision on the complaint, the superintendent's written decision must meet the requirements of OAR 581-022-2370(4)(b).

If the Board chooses not to hear the complaint, the superintendent's decision in Step Two is final².

~~The Board may hold the hearing in executive session if the subject matter qualifies under Oregon law.~~

The complainant shall be informed in writing or in electronic form of the Board's decision within ~~30~~²⁰ working days from the receipt~~ing~~ of the appeal by the Board. The Board's decision will address each allegation in the complaint and contain reasons for the district's decision. The Board's decision will be final.

The timelines may be extended upon written agreement between the district and the complainant.

The district's final decision for a complaint processed under this administrative regulation that alleges a violation of Oregon Administrative rule (OAR) Chapter 581, Division 22 (Division 22 Standards), ORS 339.285 - 339.303 or OAR 581-021-0550 - 581-021-0570 (Restraint and Seclusion), or ORS 659.852 (Retaliation), will be issued in writing or electronic form. The final decision will address each allegation in the complaint and contain reasons for the district's decision. If the complainant, who is a [student,] parent or guardian of a student attending school in the district or a person that resides in the district, and this complaint is not resolved through the complaint process, the complainant may appeal³ the district's final decision to the Deputy Superintendent of Public Instruction under Oregon OARs 581-002-0001 – 581-002-0023.

Complaints against the principal ~~should~~^{shall} be filed with the superintendent. The superintendent will attempt to resolve the complaint. If the complaint remains unresolved within 10 working days of receipt by the superintendent, the complainant may request to place the complaint on the Board agenda at the next regularly scheduled or special Board meeting. The Board may use executive session if the subject matter qualifies under Oregon law. The Board shall decide in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within ~~30~~¹⁰ days of receipt of the request to place the complaint on the Board agenda. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

Complaints against the superintendent ~~should~~^{shall} be referred to the Board chair on behalf of the Board. The Board chair shall present the complaint to the Board in a Board meeting. 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 shall decide, ~~within 20 days,~~ in open session what action, if any, is warranted. The Board may use executive session if the subject matter qualifies under Oregon law. A final written decision regarding the complaint shall be issued by the Board within ~~30~~¹⁰ days of receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

Complaints against the Board as a whole or against an individual Board member ~~should~~^{shall} be referred to the Board chair on behalf of the Board. The Board chair shall present the complaint to the Board in a Board meeting. 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

² If the Board choose to accept the superintendent's decision as the district's final decision on the complaint, the superintendent's written decision must meet the requirements of OAR 581-022-2370(4)(b).

³ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

shall decide, ~~within 20 days~~, in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within ~~30~~40 days of receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

Complaints against the Board chair ~~may~~shall be referred directly to the Board vice chair on behalf of the Board. The Board vice chair shall present the complaint to the Board in a Board meeting. 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 shall decide, ~~within 20 days~~, in open session what action, if any, is warranted. A final written decision regarding the complaint shall be issued by the Board within ~~30~~40 days of receipt of the complaint. The written decision of the Board will address each allegation in the complaint and reasons for the district's decision.

~~The final decision for a complaint processed under this administrative regulation that alleges a violation of OAR Chapter 581, Division 22 (Division 22 Standards), ORS 339.285 to 339.303 or OAR 581-021-0550 to 581-021-0570 (Restraint and Seclusion), or ORS 659.852 (Retaliation), will be issued in writing or electronic form. The final decision will address each allegation in the complaint and contain reasons for the district's decision. If the complainant is a student, parent or guardian of a student who attends school in the district or a person who resides in the district, and this complaint is not resolved through the complaint process, the complainant may appeal with the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-002-0001—581-002-0023.~~

Hermiston School District

COMPLAINT FORM

To: Employee* Administrator/Supervisor* Superintendent Board chair Board vice chair

* Form available but is not required.

Person Making Complaint _____

Phone ~~Telephone~~ Number _____ Email _____

Date _____

Nature of Complaint _____

Who should we talk to and what evidence should we consider? _____

Suggested solution/resolution/outcome: _____

Signature of Complainant: _____ Date: _____

.....

Office Use

Disposition of Complaint: _____

Signature: _____ Date: _____

cc: District Office

Corrected 4/19/23

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

May 8, 2023

SUPERINTENDENTS' RECOMMENDATION

8.4 CONSENT ITEMS: Teaching & Learning Department

8.4.1 TOPIC: Curriculum Adoptions

It is recommended.

RECOMMENDATION:

. that the Board of Education approve the math curriculum adoption as recommended.

...Recommendation Memo Attached...



Future Focused: *Building Knowledge and Skills for Tomorrow*

May 8, 2023

To: Hermiston Board of Education

From: Scott Depew, Director of Secondary Instruction
Dr. Jerad Farley, Director of Elementary Instruction

Re: Math curriculum adoption, K-12

The Math Textbook Adoption Committees established a vision for this process to make the best selection for our students and teachers. And, by committing to high-quality instructional materials and the training necessary for successful implementation, we will ultimately provide an aligned program across the District.

Based on several data points and criteria including but not limited to, student learning growth and outcomes and staff training, it is with enthusiasm that we recommend the following materials:

Grade K-5	Reveal Math , c. 2022 McGraw Hill Education
Grades 6-8	EnVision Math, Gr. 6-8 , c. 2021 Savvas Learning Company
Grades 9-12	EnVision Integrated Mathematics, I-III , c. 2019 Savvas Learning Company

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

May 8, 2023

DIRECTOR OF BUSINESS SERVICES' RECOMMENDATION

8.5 CONSENT ITEMS: Athletics & Activities Department

8.5.1 TOPIC: Washington Interscholastic Activities Association Membership

It is recommended.

RECOMMENDATION:

. that the Board of Education approves Hermiston School District's membership with the Washington Interscholastic Activities Association (WIAA), per Resolution 22-23-07.



SCHOOL BOARD RESOLUTION FORM

DUE ANNUALLY BY THE SECOND FRIDAY IN JUNE

School District Type (select one): Public Private Charter Tribal

School District Name: Hermiston School District 8R Resolution # (optional): 22-23-07 Date: May 8, 2023

Schools Approved for WIAA Membership: Hermiston High School/Armand Larive Middle School/Sandstone Middle School

By action of the 1976 Legislature, each School District Board of Directors may delegate control, supervision, and regulation of any extracurricular activity to the WIAA and compensate such entity for services provided. The local **SCHOOL BOARD PRESIDENT** and **SUPERINTENDENT** must sign this resolution form to indicate that the School Board has approved the Public School District's or Private School's membership with the Washington Interscholastic Activities Association (WIAA) and as members, these schools will follow the WIAA Rules and Regulations.

DELEGATING AUTHORITY TO WIAA

WHEREAS Chapter 32, Laws of 1975-76, 2nd Ex. Sess. grants authority to each school district board of directors to control, supervise and regulate the conduct of interschool athletic activities and other interschool extracurricular activities of an athletic, cultural, social, or recreational nature for students in the district.

WHEREAS Chapter 32, Laws of 1975-76, 2nd Ex. Sess. authorizes school district boards of directors to delegate control, supervision and regulation of any of the aforesaid activities to any voluntary, nonprofit entity and to compensate any such entity for services provided subject to the satisfaction of certain conditions and approval by the State Board of Education.

WHEREAS the Washington Interscholastic Activities Association is a voluntary, nonprofit entity which has satisfied the conditions, expressly set forth in Chapter 32, Laws of 1975-76, 2nd Ex. Sess. and has further been approved by the State Board of Education in action taken on August 17, 1977.

WHEREAS the board of directors of directors of the following School District or School being otherwise fully informed of the rules and regulations of the Washington Interscholastic Activities Association as approved by the State Board of Education and recognizing that said rules and regulations provide for private sponsorship of post-season tournaments for extracurricular activities by WIAA, consent to abide by such rules and regulations.

NOW THEREFORE, the board of directors of the following School District or School hereby delegates to the Washington Interscholastic Activities Association the authority to control, supervise and regulate interschool activities consistent with the rules and regulations of WIAA. The Board of Directors retains the right to establish eligibility standards that meet or exceed the rules and regulations of WIAA.

INTERSCHOLASTIC OFFICIALS L&I COVERAGE STATEWIDE & MEMBERSHIP BILLING

Beginning July 1, 1988, interscholastic sports officials were covered by Washington State Labor and Industries via a common rate and payment system that eliminated game-by-game calculations and record keeping by school and/or district business offices. WIAA will guarantee payment of L&I premiums for WOA registered officials for all interscholastic activities under WIAA's jurisdiction and will assess WIAA member schools based on tiered billing rates at the same time service fees are billed. Officials L&I coverage is only in effect for activities in which registered WOA officials officiate, and which are authorized and offered by School Board approval and listed on the school's WIAA membership form.

Member schools will be billed in August according to the Membership Fee Structure outlined in the handbook of the upcoming school year. Labor and Industries (L&I) fees will be included on the bills sent out to each member school at that time. Per Rule 3.6.4: Member school service and Labor and Industries fees are due November 1. Schools that fail to submit service and L & I fees by December 1 will be excluded from participation in regular season contests and culminating events until fees are remitted and be assessed a \$100.00 late fee.

By signing below the School District Superintendent/Head of School, School Board President (for Public School Districts), and school board members agree to the information above for the public school district or private school listed above, on or before the date listed above.

Superintendent/Head of School: Dr. Tricia Mooney Signature: _____

School Board President (if applicable): Ginny Holthus Signature: _____

Board Members

Mon May 8, 2023

6:30pm - 8:30pm Board Regular Meeting

Where: Hermiston School District, 305 SW 11th St, Hermiston, OR 97838, USA
Calendar: Board Members
Created by: Briana Cortaberria

Tue May 9, 2023

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

Where: KOHU
Calendar: Board Members
Created by: Briana Cortaberria
Who: Tricia Mooney, kohunews@gmail.com

Wed May 10, 2023

4pm - 5pm Hermiston Education Board Meeting

Calendar: Board Members
Created by: Briana Cortaberria

6pm - 7:30pm Evening of Excellence

Calendar: Board Members
Created by: Briana Cortaberria

Thu May 11, 2023

7:40am - 8:10am SMS Pinning Ceremony

Where: SMS Library
Calendar: Board Members
Created by: Briana Cortaberria

8:30am - 9:30am Board Meeting Debrief

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

2:45pm - 3:15pm SES Pinning Ceremony

Where: SES Library
Calendar: Board Members
Created by: Briana Cortaberria

Mon May 15, 2023

6:30pm - 7:30pm HSD Formal Budget Committee Meeting

Where: HSD District Office Boardroom
Calendar: Board Members
Created by: Briana Cortaberria

Tue May 16, 2023

2:45pm - 3:15pm WPES Pinning Ceremony

Where: WP Library
Calendar: Board Members
Created by: Briana Cortaberria

Thu May 18, 2023

7am - 8am HAT Morning Meeting

Where: DO Boardroom
Calendar: Board Members
Created by: Briana Cortaberria

2:45pm - 3:15pm HHES Pinning Ceremony

Where: HHES Library
Calendar: Board Members
Created by: Briana Cortaberria

Board Members

Mon May 22, 2023

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

Where: Hermiston School District, 305 SW 11th St, Hermiston, OR 97838, USA
Calendar: Board Members
Created by: Briana Cortaberria

Tue May 23, 2023

7:40am - 8:10am ALMS Pinning Ceremony

Where: ALMS Library
Calendar: Board Members
Created by: Briana Cortaberria

2:45pm - 3:15pm RH Pinning Ceremony

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

Thu May 25, 2023

6pm - 8pm Awards & Recognition Banquet Placeholder

Where: HHS Commons
Calendar: Board Members
Created by: Briana Cortaberria

Fri May 26, 2023

8:15am - 8:45am DO Pinning Ceremony

Where: DO Boardroom
Calendar: Board Members
Created by: Briana Cortaberria

Fri Jun 2, 2023

6:30pm - 8pm Senior Celebration Walk/Parade & Photo

Where: Kennison Field, 600 S 1st St, Hermiston, OR 97838, USA
Calendar: Board Members
Created by: Briana Cortaberria

Tue Jun 6, 2023

9am - 10am Board Finance Meeting

Where: District Office
Calendar: Board Members
Created by: Briana Cortaberria

Wed Jun 7, 2023

7:30am - 8:30am Board Agenda Review

Where: District Office
Calendar: Board Members
Created by: Briana Cortaberria

Thu Jun 8, 2023

4pm - 9pm HHS Graduation

Where: Toyota Center
Calendar: Board Members
Created by: Briana Cortaberria

Mon Jun 12, 2023

6:30pm - 8:30pm Board Regular Meeting

Where: Hermiston School District, 305 SW 11th St, Hermiston, OR 97838, USA
Calendar: Board Members
Created by: Briana Cortaberria

Board Members

Tue Jun 13, 2023

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

Where: KOHU
Calendar: Board Members
Created by: Briana Cortaberria
Who: Tricia Mooney, kohunews@gmail.com

Wed Jun 14, 2023

4pm - 5pm Hermiston Education Board Meeting

Calendar: Board Members
Created by: Briana Cortaberria

Thu Jun 15, 2023

7:30am - 8:30am Board Meeting Debrief

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

Tue Jun 20, 2023

1:30pm - 2pm Maintenance Pinning

Where: HHS Auditorium
Calendar: Board Members
Created by: Briana Cortaberria

Tue Jul 4, 2023

9am - 10am Board Finance Meeting

Where: District Office
Calendar: Board Members
Created by: Briana Cortaberria

Wed Jul 5, 2023

7:30am - 8:30am Board Agenda Review

Where: District Office
Calendar: Board Members
Created by: Briana Cortaberria

Mon Jul 10, 2023

6:30pm - 8:30pm Board Regular Meeting

Where: Hermiston School District, 305 SW 11th St, Hermiston, OR 97838, USA
Calendar: Board Members
Created by: Briana Cortaberria

Tue Jul 11, 2023

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

Where: KOHU
Calendar: Board Members
Created by: Briana Cortaberria
Who: Tricia Mooney, kohunews@gmail.com

Wed Jul 12, 2023

4pm - 5pm Hermiston Education Board Meeting

Calendar: Board Members
Created by: Briana Cortaberria

Thu Jul 13, 2023

7:30am - 8:30am Board Meeting Debrief

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

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1 6:30pm - HSD Formal Budget Committee	2 7:40am - HHS Pinning Ceremony @ 9am - Board Finance Meeting @ 2:45pm - DVES Pinning Ceremony @ 4pm - V Tennis vs Kennewick (Senior) 5pm - Softball vs Chiawana (Senior) 7pm - LAX vs Chiawana	3 7:30am - Board Agenda Review @ 5pm - JV Baseball vs Kamiakin	4 2:45pm - LVES Pinning Ceremony @ 4pm - JV Tennis vs Walla Walla	5	6
7	8 6:30pm - Board Regular Meeting @	9 8am - KOHU Odds & Ends Show @	10 4pm - Hermiston Education Board 6pm - Evening of Excellence	11 7:40am - SMS Pinning Ceremony @ 8:30am - Board Meeting Debrief @ DO 2:45pm - SES Pinning Ceremony @	12	13
14	15 6:30pm - HSD Formal Budget Committee	16 2:45pm - WPES Pinning Ceremony @	17	18 7am - HAT Morning Meeting @ DO 2:45pm - HHES Pinning Ceremony @	19	20
21	22 6:30pm - Board Special Meeting @	23 7:40am - ALMS Pinning Ceremony @ 2:45pm - RH Pinning Ceremony @ RH	24	25 6pm - Awards & Recognition Banquet	26 8:15am - DO Pinning Ceremony @ DO	27
28	29	30	31	1	2 6:30pm - Senior Celebration Walk/Parade	3

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2 6:30pm - Senior Celebration Walk/Parade	3
4	5	6 9am - Board Finance Meeting @	7 7:30am - Board Agenda Review @	8 4pm - HHS Graduation @ Toyota Center	9	10
11	12 6:30pm - Board Regular Meeting @	13 8am - KOHU Odds & Ends Show @	14 4pm - Hermiston Education Board	15 7:30am - Board Meeting Debrief @ DO	16	17
18	19	20 1:30pm - Maintenance Pinning @ HHS	21	22	23	24
25	26	27	28	29	30	1 90

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

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

May 8, 2023

10.0 EXECUTIVE SESSION

The board of education will now meet in executive session pursuant to the following Oregon Revised Statute(s):

	Statutory Citation	Subject	Media Permitted?
	ORS 192.660(2)(a)	To consider the employment of a public officer, employee, staff member or individual agent.	Yes
	ORS 192.660(2)(b)	To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.	Yes
X	ORS 192.660(2)(d)	To conduct deliberations with persons designated by the governing body to carry on labor negotiations.	No
	ORS 192.660(2)(e)	To conduct deliberations with persons designated by the governing body to negotiate real property transactions.	Yes
	ORS 192.660(2)(f)	To consider information or records that are exempt by law from public inspection.	Yes
	ORS 192.660(2)(h)	To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.	No
	ORS 192.660(2)(i)	To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.	Yes
	ORS 192.660(2)(k)	To consider matters relating to school safety or a plan that responds to safety threats made toward a school.	Yes
	ORS 332.061(1)	To conduct a hearing to expel minor students or to examine confidential medical records	No

The Hermiston School District Board of Education will now meet in executive session pursuant to ORS **(per above)**. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in the executive session, except for a student expulsion. At the end of the executive session, the board will return to open session and welcome the audience back into the room.

Attorney General's Public Records and Meetings Manual, p. K-9.

Board Policy BDC-AR: Executive Sessions – News Media
<http://policy.osba.org/hermiston/AB/BDC%20R%20G1.PDF>