



**MISSION: 100% GRADUATION IS OUR EXPECTATION**

**VISION: Dedicated to helping all students do their best work and become their best selves.**

**AIMS**

**1 – Best Work    2 – Best Selves    3 – Operational Excellence**

**DOCKET OF BUSINESS**

**February 14, 2022**

**Klamath Falls City Schools Virtual**

**REGULAR MONTHLY MEETING OF THE KFCS BOARD OF EDUCATION**

**1. PRELIMINARY BUSINESS**

1. Call to Order
2. Roll Call
3. Public Welcome & Public Comment
4. Superintendent's Comments
5. Gifts to the District

**2. CONSENT AGENDA**

1. Approval of January 10, 2022 General Meeting Minutes

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# Minutes of January 10, 2022 General Board Meeting Klamath Falls City Schools Board of Education

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A Regular Board Meeting of the Board of Education of the Klamath Falls City Schools was held Monday, January 10, 2022, at 6:00 PM via a public digital Zoom meeting.

## **1. PRELIMINARY BUSINESS**

### **1.1. Call to Order – 6:00 PM**

**Presenter: Lori Theros, Chair**

### **1.2. Roll Call**

**Presenter: Lori Theros, Chair**

In Attendance: Dawn Albright; Vanessa Bennett, Patrick Fenner; Carol Usher; Ashley Wendt-Lusich; Trina Perez; and Lori Theros

Absent: N/A

### **1.3. Public Welcome & Public Comment**

**Presenter: Lori Theros, Chair**

*The board welcomes you to its monthly meeting. Public input is welcome and encouraged during the Public Comment segment of this meeting. Those wishing to address the board have previously submitted their comments which will be read into the official record.*

Public comments submitted by Maureen Lundy were read into the official record by Board secretary Teri Leeper Taylor.

### **1.4 Superintendent Comments**

**Presenter: Keith A. Brown**

- KLC and ERHS are students are linking up for the first time in a construction CTE and pre-apprenticeship program. ERHS met with advisors including KCC to determine which classes would be included. The curriculum is guided by the National Center for Construction Education and Research Curriculum. Students taking the new program will receive dual credit with KCC in carpentry I & II and will also complete certifications in OSHA 10, OSHA 30, forklift, and industrial CPR/AED. This is the only program of its kind in the state of Oregon.
- Ponderosa Middle School students Jake Ogao and Thomas Biggs entered the Veterans of Foreign Wars essay competition. The students worked on their essays for four weeks. Biggs won the area and district competition coming away with \$600 and Ogao won \$50 for second place. Biggs essay moved onto the state level and he should learn later this month how he did.
- Ponderosa science teacher Jeffery Sparks brought the program Hour of Code to all students at the middle school. This is a one-hour international program that introduces students to computer coding once a year in the month of January. Over one billion students have participated worldwide over the past 8 years.

# Minutes of January 10, 2022 General Board Meeting Klamath Falls City Schools Board of Education

## 1.5. Gifts to the District

**Presenter: Lori Theros, Chair**

Mrs. Theros read the list of donations and donors who have provided both in-kind and cash donations to the district schools.

- Michale Bennett of the Bennett Trust donated \$1,000 to the KUHS band.
- Jan Leavitt donated \$200 in McDonald's gift cards (40 @ \$5 each) to Klamath Learning Center to use as student incentives.

## 2. CONSENT AGENDA

### 2.1. Consent Agenda

**Presenter: Lori Theros, Chair**

Approval of December 13, 2021 General Meeting Minutes  
Approval of January 10, 2022 Agenda  
Approval of Personnel Agenda

**MOTION:** Trina Perez made a motion to accept the Consent Agenda as presented; Ashley Wendt-Lusich seconded the motion

**DISCUSSION:** Lori Theros recognizing the motion and second called for discussion, seeing none she called for the vote.

**VOTE:** Dawn Albright; Vanessa Bennett; Patrick Fenner; Ashley Wendt; Trina Perez; Carol Usher; and Lori Theros voted in the affirmative. There were no dissensions. **Motion carried.**

## 3. REPORTS

### 3.1. Monthly KUHS Student Representative Report

**Presenters: Natalie Krueger and Bell Riley, ASB**

Only 3 more weeks remain of Semester 1 classes at KUHS. The semester ends on January 27 and there are no classes on Friday, Jan. 28 due to a Teacher Grade Prep Day.

- Finals Week will be the last week of this semester. There is a special schedule for the week.
- Semester 2 begins Monday, January 31. New schedules are being worked on now by KU counselors and will be available for viewing on Tyler SIS on January 26.
- There is a ASB Pep Rally this Friday to celebrate the Winter Sports.
- Mr. Pelican update?

# Minutes of January 10, 2022 General Board Meeting

## Klamath Falls City Schools

### Board of Education

- Basketball: All teams, Girls and Boys varsity and JV teams, have been playing in several out of town tournaments and games since mid-December around weather and COVID cancellations. JV Boys play tonight in LaPine and all boys' and girls' teams will travel to North Valley High School in Grants Pass this Friday. The next home court games are Friday, Jan 21.
- Swimming: Has had two meets and competed this last weekend in Grants Pass at the YMCA pool. The next swim meet will be held at Ella Redkey Pool on Saturday, Jan. 15. It is the Henley Freeze and the local weather forecast calls for sunny and 43 degrees so that is good!
- Wrestling: Competed this last weekend at the Mazama Tournament. The next match for wrestling is on Jan. 19 against NV at Home. The 21st they will head to Corning, California for an out of state tournament.
- KU AC Choir will present A Capella Extravaganza in the KU Theater on Thursday, January 20. Tickets for admission are \$10.
- The KU National Honor Society has 58 total and 39 of them are new members this school year. Induction will be later in the Spring. Ms. Spicher, KU Counselor, is the advisor of NHS this year.
- The new KU Latino Club has been formed this year and Ms. Andrade and Ms. Pruna are staff advisors for this group. Anyone may join who is interested in learning more about Latino culture and activities.
- Some KU Seniors are receiving college acceptance letters and deciding about future plans. Scholarships are starting to be advertised for seniors to apply for. The excitement is building for future graduation and afterwards.
- Dental Clinic: a dental clinic sponsored by Konnect Dental will take place at KU on Jan. 19. This is coordinated by our amazing school nurse, Mrs. Joni Swisher, who will send out information to students and families.

### 3.2. Monthly Financial Report

**Presenter: Jeanne Morgan, Director of Business Affairs**

Ms. Morgan presented the financial report through December 30, 2021. The beginning fund balance is now an audited amount and will not change.

### 3.3. District Audit Report

**Presenters: Ray Lang and Andy Peterson, Molatore, Scroggin, Peterson & Co., LLP**

- Presented ten-year comparison of general fund revenue
- Presented ten-year comparison of general fund cash and investments
- Presented eight-year comparison of general fund ending fund balance

### 3.4. Pelican Elementary School Annual Presentation

**Presenter: Michelle McCabe, Principal**

Michelle McCabe made her annual board presentation. Highlights included:

- A day in the life of a Pelican student

# Minutes of January 10, 2022 General Board Meeting Klamath Falls City Schools Board of Education

- 2021-2022 saw the addition of instructional coaches, full-time dean & food corps.
- Monthly dean meetings include data collection, behavior meetings, interventions, learning walks, creating proactive behavior supports & CHAMPS observations.
- Peer tutoring
- Lunch Bunch & Food Corps
- Renewed academic focus - AVID
- Starbase

### 3.5. School Board Appreciation Month Presenter: Keith A. Brown, Superintendent

Mr. Brown read Governor Brown's proclamation making January School Board Appreciation Month in Oregon. The KU culinary students and their teacher Rhiannon Kerr made goodie baskets for the board members.

## 4. BOARD MEMBER COMMENTS

Carol Usher, Zone 1

- Reported about a walk-through she took with Mr. Brown and Mr. Dix. It was wonderful to see the students and staff working so well together and learning.
- Thanked Michelle McCabe for her presentation

Trina Perez, Zone 5

- Thanked the KU culinary class for the delicious treats they made for the board and also thanked the board secretary for delivering them.
- Expressed thanks to Mr. Langley, Mr. Hodge and Mrs. Lonner for the great job at the Ponderosa holiday concert. It was wonderful to see the kids enjoying being musicians and sharing their talents.
- Thanked Michelle McCabe for her presentation and how it allowed her to reminisce about her children's attendance there.

## 5. COMMENTS FROM THE CHAIR

Lori Theros, Zone 2

- The culinary sweet treats were so nice.
- Pelican presentation was great.
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## 7. ADJOURNMENT

Lori Theros adjourned the meeting at 6:54 PM



Teri Leeper Taylor Board Secretary

2. Approval of February 14, 2022 Agenda
3. Approval of Personnel Agenda
3. **REPORTS**
  1. Klamath Union High School ASB Report
  2. Monthly Financial Report

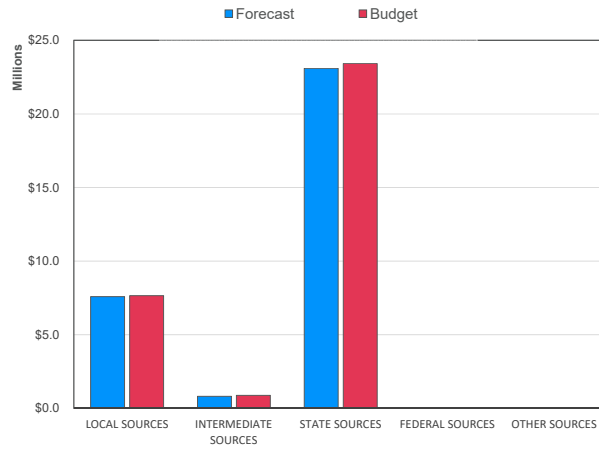
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## 100 General Fund | Financial Projection by Object

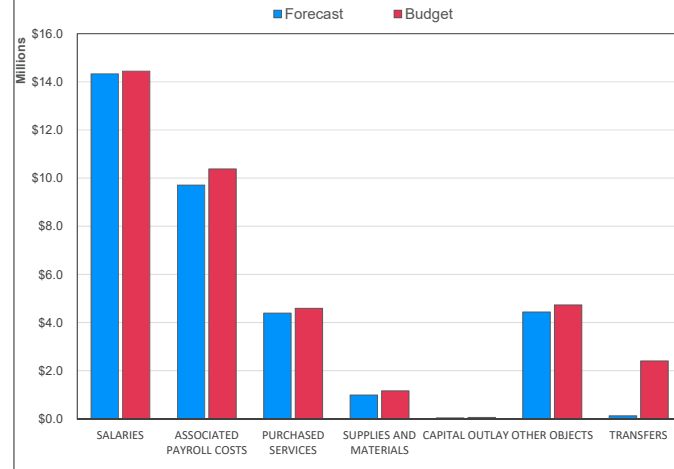
For the Period Ending January 31, 2022

	Prior YTD	Current Year Budget	Current YTD	% of Budget	Annual Forecast	Variance Fav / (Unfav)
<b>RESOURCES</b>						
<b>Operating Revenues</b>						
Local Sources	\$ 6,300,044	\$ 7,653,170	\$ 6,710,155	87.68%	\$ 7,591,417	\$ (61,753)
Intermediate Sources	14,273	880,000	30,519	3.47%	814,503	(65,497)
State Sources	16,257,797	23,418,490	15,292,075	65.30%	23,098,767	(319,723)
Federal Sources	-	35,000	1,442	4.12%	36,442	1,442
Other Sources	30,422	52,500	2,430	4.63%	53,145	645
<b>Total Operating Revenues</b>	<b>\$ 22,602,536</b>	<b>\$ 32,039,160</b>	<b>\$ 22,036,621</b>	<b>68.78%</b>	<b>\$ 31,594,274</b>	<b>\$ (444,886)</b>
Beginning Fund Balance	6,017,653	5,745,554	7,987,330	139.02%	7,987,330	2,241,776
<b>TOTAL RESOURCES</b>	<b>\$ 28,620,189</b>	<b>\$ 37,784,714</b>	<b>\$ 30,023,951</b>	<b>79.46%</b>	<b>\$ 39,581,604</b>	<b>\$ 1,796,890</b>
<b>REQUIREMENTS</b>						
<b>Operating Expenditures</b>						
Salaries	\$ 6,966,204	\$ 14,447,967	\$ 6,784,528	46.96%	\$ 14,330,208	\$ 117,759
Associated Payroll Costs	4,959,888	10,376,583	4,383,916	42.25%	9,708,930	667,653
Purchased Services	1,824,338	4,594,276	2,166,895	47.17%	4,391,568	202,708
Supplies and Materials	387,255	1,166,895	466,300	39.96%	992,286	174,609
Capital Outlay	9,887	62,000	16,807	27.11%	43,131	18,869
Other Objects	512,761	4,731,111	4,306,339	91.02%	4,439,937	291,174
Transfers	-	2,405,882	-	0.00%	125,754	2,280,128
<b>Total Operating Expenditures</b>	<b>\$ 14,660,332</b>	<b>\$ 37,784,714</b>	<b>\$ 18,124,785</b>	<b>47.97%</b>	<b>\$ 34,031,813</b>	<b>\$ 3,752,900</b>
Contingencies	-	2,280,128	-	0.00%	-	2,280,128
Unappropriated Ending Fund Balance	-	-	-	0.00%	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 14,660,332</b>	<b>\$ 40,064,842</b>	<b>\$ 18,124,785</b>	<b>45.24%</b>	<b>\$ 34,031,813</b>	<b>\$ 6,033,028</b>
Ending Fund Balance					\$ 5,549,791	
<b>OPERATING SURPLUS / (DEFICIT)</b> (Operating Revenue less Operating Expenses)	<b>\$ 7,942,204</b>	<b>\$ (5,745,554)</b>	<b>\$ 3,911,836</b>		<b>\$ (2,437,539)</b>	<b>\$ (4,197,786)</b>

**Revenues by Source | Forecast vs. Budget**



**Expenditures by Object | Forecast vs. Budget**



Revenue and Expenditure Summary/Projection

	Actual July 2021	Actual Aug 2021	Actual Sept., 2021	Actual Oct., 2021	Actual Nov., 2021	Actual Dec., 2021	Actual Jan., 2022	Projected Feb., 2022	Projected March, 2022	Projected April, 2022	Projected May, 2022	Projected June, 2022	Projected 2020/2021 Totals	2021/2022 BUDGET
<b>REVENUES</b>														
LOCAL SOURCES:														
Current year's levy*	33,081	24,289	17,748	10,704	4,574,597	1,258,213	120,982	50,204	103,028	47,326	33,925	91,482	6,365,579 *	6,404,670
Prior years' taxes*	62,562	31,526	15,390	8,551	48,457	14,066	5,112	12,027	13,914	19,376	33,231	46,879	311,091 *	350,000
Prior years' Local Option Levy	246	106	29	157	170	29	4	78	80	147	101	164	1,311	2,000
Investment earnings	4,327	3,948	4,034	2,963	3,555	5,333	5,271	18,428	20,126	19,358	19,118	14,347	120,808	200,000
Misc. local sources	46,895	17,910	221,542	23,941	53,750	38,651	52,017	5,402	7,408	4,290	4,790	17,164	493,760	696,500
Subtotal	147,111	77,779	258,743	46,316	4,680,529	1,316,292	183,386	86,139	144,556	90,497	91,165	170,036	7,292,549	7,653,170
INTERMEDIATE SOURCES:														
County School Funds*		10,273	13,805		6,440	0	0					15,000	45,518 *	30,000
SOESD Funds							0	240,485	80,018			449,460	769,963	850,000
Revenue from Klamath County													0	
Revenue for/on Behalf of District													0	-
Subtotal	0	10,273	13,805	0	6,440	0	0	240,485	80,018	0	0	464,460	815,481	880,000
STATE SOURCES:														
SSF- Current Year*	3,797,881	1,895,677	1,897,889	1,897,624	1,883,191	1,883,477	1,882,749	1,899,121	1,899,121	1,899,121	1,759,121	0	22,594,972 *	23,000,000
SSF- Prior Year													0	0
Common School Fund*							153,589		143,142			143,142	439,873 *	291,490
State Managed Co Timber*	0	0		0	0	0		18,872			23,330	15,943	58,145 *	125,000
Equity Aid Funds													0	0
Restricted Grants-in-Aid				0	0	0			407	58	108		573	2,000
Subtotal	3,797,881	1,895,677	1,897,889	1,897,624	1,883,191	1,883,477	2,036,338	1,917,993	2,042,670	1,899,179	1,782,559	159,085	23,093,563	23,418,490
FEDERAL SOURCES:														
Restricted Rev. from Fed. Gov.						1,442								0
Federal Forest Fees*										35,000	0	0	35,000 *	35,000
Subtotal	0	0	0	0	0	1,442	0	0	0	35,000	0	0	36,442	35,000
OTHER RESOURCES:														
Beginning fund balance	7,987,330												7,987,330	5,745,554
Interfund Transfer									15,000			35,000	50,000	50,000
Lease Purchase Receipts				0								1,000	1,000	0
Sale of Fixed Assets					2,430	0			55	602	0	57	3,144	2,500
Subtotal	7,987,330	0	0	0	2,430	0	0	0	15,055	602	0	36,057	8,041,474	5,798,054
Total, monthly revenues	11,932,322	1,983,729	2,170,437	1,943,940	6,572,590	3,201,211	2,219,724	2,244,617	2,282,299	2,025,278	1,873,724	829,638	39,279,509	37,784,714
<b>CUMULATIVE RESOURCES</b>	11,932,322	13,916,051	16,086,488	18,030,428	24,603,018	27,804,229	30,023,953	32,268,570	34,550,869	36,576,147	38,449,871	39,279,509		
<b>EXPENDITURES</b>														
Salaries	380,845	414,504	1,156,395	1,192,976	1,243,794	1,169,694	1,226,320	1,244,117	1,204,973	1,209,103	1,353,894	2,526,051	14,322,666	14,447,967
Employee benefits	296,795	292,478	737,627	761,148	781,201	749,253	765,414	888,041	876,725	890,733	942,457	1,725,204	9,707,076	10,376,583
Purchased services	396,121	193,505	348,486	279,181	350,899	338,107	260,596	342,360	435,304	435,711	419,600	591,516	4,391,386	4,594,276
Supplies	46,423	66,114	96,208	74,393	87,611	48,540	47,012	86,170	65,726	74,291	168,804	129,397	990,689	1,166,895
Capital outlay	0	5,445	6,533	0	4,219	0	610	124	0	6,907	6,290	14,309	44,437	62,000
Insurance/Dues/Other	4,251,631	8,172	14,398	15,430	12,113	2,251	2,344	7,919	8,650	9,629	97,523	9,877	4,439,937	4,731,111
Interfund Transfers	0	0	0	0	0	0	0	0	13,833	0	0	111,921	125,754	125,754
Contingency			0	0	0	0	0	0	0	0	0	0	0	2,280,128
Total, monthly expend.	5,371,815	980,218	2,359,647	2,323,128	2,479,837	2,307,845	2,302,296	2,568,731	2,605,211	2,626,374	2,988,568	5,108,275	34,021,945	37,784,714
<b>CUMULATIVE EXPENDITURES</b>	5,371,815	6,352,033	7,731,462	10,054,590	12,534,427	14,842,272	17,144,568	19,713,299	22,318,510	24,944,884	27,933,452	33,041,727		
<b>Month-end Fund Balance</b>	6,560,507	7,564,018	8,355,026	7,975,838	12,068,591	12,961,957	12,879,385	12,555,271	12,232,359	11,631,263	10,516,419	6,237,782	5,257,564	
													29,850,178	
													29,945,320	
													(95,142)	

Est. General Fund "earned"  
 \*\*State Formula Revenue" ODE as of 6/24/2021  
 Estimated future adjustment

3. Annual Ponderosa presentation to the Board of Education

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# Ponderosa

2022 Board Presentation

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# Agenda:

AVID

Sports

WEB

Counselor's Corner

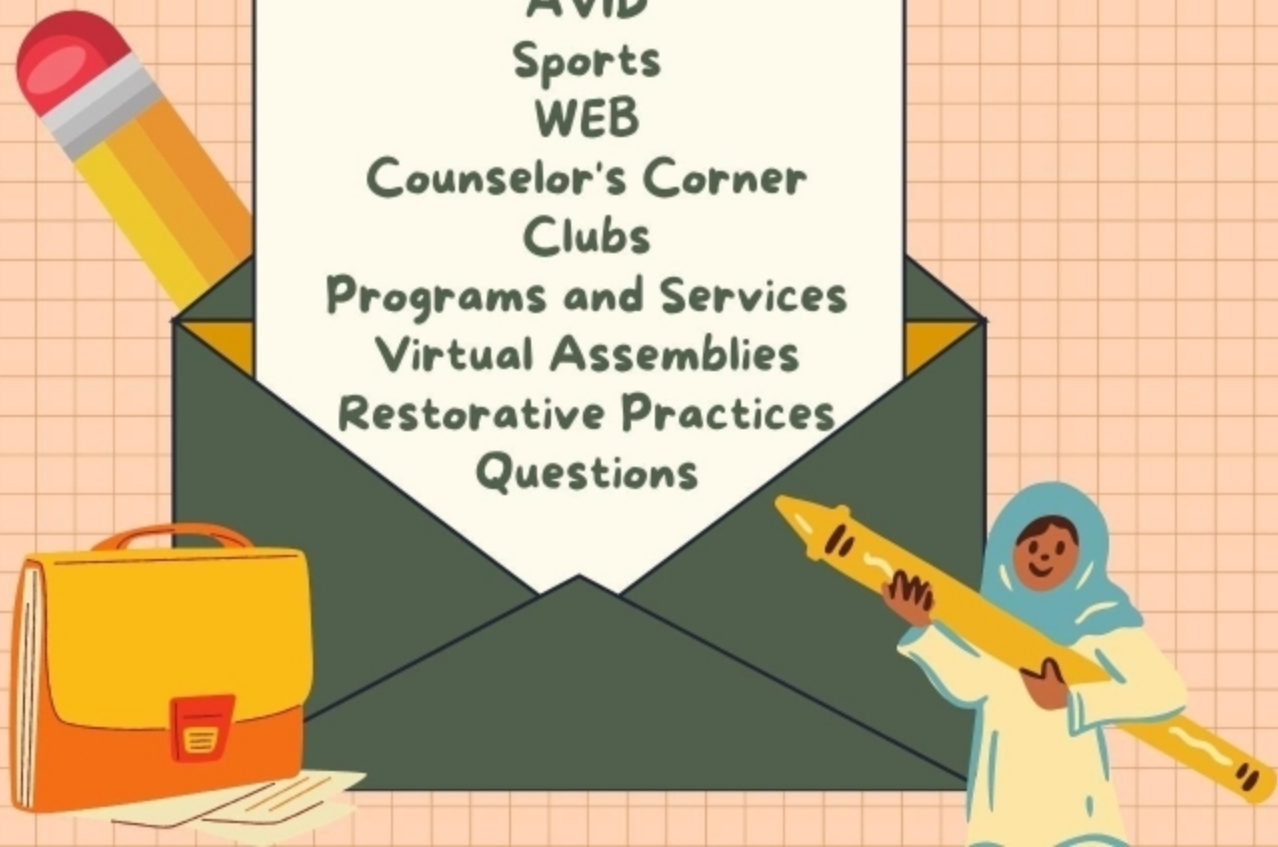
Clubs

Programs and Services

Virtual Assemblies

Restorative Practices

Questions





# AVID Elective

This year, we have 22 7th grade students and 27 8th grade students in our AVID Elective Classes. Our AVID students are currently working on researching colleges, perfecting tutorials, and maintaining C's or better in all their classes.

## AVID Elective Successes:

Volunteering: AVID runs a Clothing Grab twice a year for students to get new clothes

20/21 Attendance: School rate 85.32%, AVID Elective rate 92.48%

Advanced Courses: 7th grade (School was 31%, AVID was 55%)

8th grade (School was 33%, AVID was 85%)

Passing grades C's or better: School rate 51%, AVID Elective rate 88%





# AVID Schoolwide

Our schoolwide focus this year was building up our advisory lessons to incorporate “AVID elective” lessons and CCI standards for all students. This year, all students, 6-8, have been taught (or will be): grade checks/binders/goal setting/planner organization, building a resume, volunteering, importance of joining clubs, how to study, career research, college research, PSATs, creating good habits, and preventing summer slide.



# AVID Schoolwide Continued

Our other schoolwide focus this year was improving our advanced coursework that is being offered. Our goal was not only to create more advanced options for students but also to improve our overall student engagement in trying them.

Currently, we offer advanced English, math, social studies, health, art, music, and science options for students to take. Before advanced options, we were only able to offer advanced English and math.

Last year, our grades 6-8 involvement in taking advanced courses was 13%. This year, our 6-8 involvement is 40%.





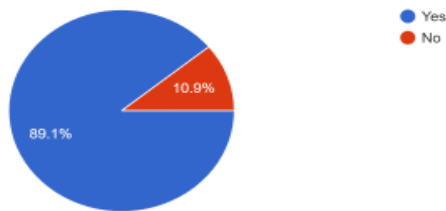
# AVID Schoolwide Data

Each year, we also give our students a survey to fill out letting us know their perceived view of how we, as a staff, are doing.

This year's results:

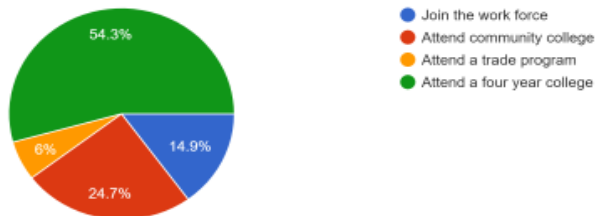
Do you think your teachers have given you skills to help you reach your plans after high school, whatever they may be?

348 responses



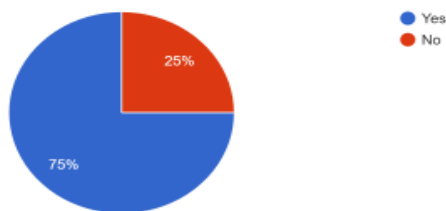
What are your current plans after high school?

348 responses



Do you believe your teachers expect you to attend college? Either community or a four year college?

348 responses





# Activity Time



Ponderosa  
Sponsored  
Sports

## Cross Country



## Track + Field





# Activity Time



## Boys Basketball

## Girls Basketball

CLCC  
Sponsored  
Sports




Volleyball

Wrestling



# Holiday Store



- 
- Store was started approximately 15 years ago
  - Designed to help students purchase gifts for family members and friends
  - Gently used and new items donated by community members & bought on sale right after the holidays
  - Christmas trees, video consoles, DVDs, stuffed animals, etc.
  - Bought through “Bobcat Bucks”
  - Collect year round - Jenn Reister and Kelly Syrnyk are the contacts



# WEB

## WEB - Stands for Where Everyone Belongs

- Orientation & Transition program that focuses on relationships between 8th graders and 6th graders
- Positive Role Models and Mentors
- Building leadership
- Acts as anti-bullying program - WEB provides our 8th graders to be aware and report if they see anything

# WEB

WEB is an application/teacher recommended elective. If selected, there will be an orientation of two days in later August, two weeks prior to school starting.

Other events that WEB plans for are:


- School dances
- Fundraisers
- Interacting with 6th graders
- Bobcat Buck store
- Numerous leadership activities on a weekly basis.

# Counselor's Corner



Total # of Students Seen:  
603


Unduplicated:  
235



26 Suicide Risk  
Assessments


Over 25 Referrals for a  
Therapist

54 Clothing Vouchers  
Distributed 21



S.E.L.  
Classroom  
Lessons

S.E.L.  
Newsletters to Students  
and Families



Needs Assessment to  
Students, Families, and  
Teachers

Q.P.R. Trainings  
(Ponderosa and  
Roosevelt)

# Data from Needs Assessment



147 Students  
Reported that  
They Would Like  
to Meet with a  
Counselor



90% of Teachers  
Felt Students  
Needed Help  
"Dealing with  
Stress"



44.9% of  
Parents/Guardians  
felt that their  
student needed  
support with  
"Dealing with  
Stress"







# Clubs

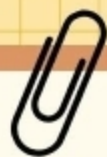
- Creativity Club- Tues. & Thurs. 3:30-5:30
- Board Games- Wednesdays & Fridays at 3:45-5:15 in Cafeteria
- Robotics- Wednesdays, Thursdays, & Fridays 3:30-5:30
- Cooking Reactions- we are currently getting a schedule put together. We are about 2 weeks out.

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- Math Team - Thursdays 3:30-4:30 with a competition on 2/17
  - Chess Club - Tuesdays 3:30-4:30
  - Anime Club - Mondays 3:15-4:15 in room 22 with Mrs. Thompson
  - Battle of the Books - Tuesdays 3:20-4:20
  - Dungeons and Dragons
- 
- 

# Programs and Services





# Virtual Assemblies



**PBIS Lessons-** Hallway expectations, School policies, Evacuations, Lockout/Lockdown

**School Pride-** Keeping cafeteria clean, campus clean up, treating others with respect

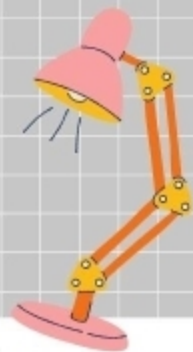
**Expectations-** Voice level inside vs. outside<sup>25</sup>  
Charged Chromebook at school everyday.  
How to use the office. Mask wearing.

**Rewards-** 5 mins early to lunch (5 Bobcat Bucks), Friday free-time (10 Bobcat Bucks), Hot Chocolate bar (15 Bobcat Bucks)

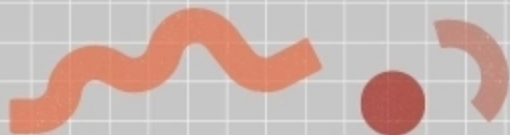




# Restorative Practices



- Implementing restorative practices workshop
- Restorative Justice circles
- Respect agreements
- Repairing harm





# Bark Reports

We are responsive to meeting students' needs, on and off the clock, to ensure the well-being and safety of our children.

bark 



THIS WEEK ON BARK

**60,788**

ACTIVITIES ANALYZED

**30**

ISSUES FOUND

Type	Total Issues
Depression	24
Self-Harm or Suicidal Content	15
Violence	6
Weapon	2
Profanity	2
Sexual Content	2
Bullying	2



**QUESTIONS?**

28



**THANK YOU**



**BEARY MUCH**

4. **NEW BUSINESS/ACTION ITEMS**

1. Approval and Adoption of Resolution 22-02 Local Control

31



**RESOLUTION #22-02  
LOCAL CONTROL**

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**WHEREAS**, the vision of the Klamath Falls City Schools is “dedicated to helping all students do their best work and become their best selves,” and;

**WHEREAS**, our core values are:

- Safety - All students and employees are provided safe and secure buildings and areas to learn and work.
- Quality Education that is Meaningful and Valuable - All students shall have access to quality teachers and dynamic and innovative programs that prepare them for a higher education, technical program, or the workplace.
- Emotional Well-Being - All students and employees will work and learn in a supportive, engaging, encouraging, and inspiring environment with access to mental health resources.
- Equitable Opportunities - All students shall have equal access to quality staff, courses, activities, services, and resources based on their individual needs.
- Organizational and Individual Responsibility - The district and its employees will maintain accountability to students and the public, promoting financial and academic integrity and sustainability.
- Building Strong Relationships and Involved Communities - The district believes collaboration with community partners and teamwork between our schools and their communities’ benefits students and their overall success.

**WHEREAS**, educating students well, including focusing on their mental, emotional, physical, and social wellbeing, while continuing to safeguard the health of our students, our staff, and our community is our highest priority; and

**WHEREAS**, our district is committed to creating a safe learning environment with appropriate safety measures for all; and

**WHEREAS**, the Klamath Falls City Schools successfully brought students back to in-person instruction, and schools that reopened demonstrated that they did not create super spreader events, but in fact served as guardians against transmission because social distancing and masking were adhered to, contact tracing was performed, and robust communication with local public health authority occurred; and

**WHEREAS**, the Klamath Falls City Schools has proven our commitment to work with Klamath County Public Health (KCPH) to ensure we are following all safety protocols and are able to quickly identify staff, students, and cohorts who were exposed to or are confirmed to have COVID-19, connected them with medical professionals, removed them and any "close contacts" from the school community, thereby helping slow the spread in the community; and

**WHEREAS**, The Office of the Governor of the State of Oregon and the Oregon Health Authority have not published or promulgated a plan, conditions, matrices or dates for the return of decision-making authority, with regard to COVID19, to school districts.

**NOW, THEREFORE BE IT RESOLVED**, Klamath Falls City Schools Board of Education urges Governor Brown to return local control and change the recent State of Oregon COVID-19 requirements to recommendations and allow the Klamath Falls City Schools to work directly with Klamath County Public Health (KCPH) to determine the appropriate mitigation strategies for our schools.

**IN OFFICIAL RECOGNITION WHEREOF**, I hereby affix my signature this 14<sup>th</sup> day of February, 2022.

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Lori Theros, Board Chair



# Klamath Falls City Schools

Code: AC  
Adopted: 6/20/94  
Readopted: 10/09/06; 2/11/08 10/12/15;  
3/06/17; 10/14/19  
Orig. Code: 10200

## Nondiscrimination

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race<sup>1</sup>, color, religion, sex, sexual orientation, **gender identity**, national or ethnic origin, marital status, age mental or physical disability, pregnancy, familial status, economic status, or veterans' status; or because of the perceived or actual race, color, religion, sex, sexual orientation, **gender identity**, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, veterans' status of any other persons with whom the individual associates.

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

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

The superintendent shall appoint individuals at the district to contact on issues concerning the Americans with Disabilities Act 1990 and Americans with Disabilities Act Amendments Act of 2008 (ADA), Section 504 of the Rehabilitation Act, Titles VI, and VII of the Civil Rights Act, Title IX of the Education Amendments of 1972 and other civil rights or discrimination issue, and notify students, parents, and staff with their names, office addresses, and phone numbers. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district office.<sup>7</sup>

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

END OF POLICY

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

**Legal Reference(s):**

[ORS 174.100](#)  
[ORS 192.630](#)  
[ORS 326.051\(1\)\(e\)](#)  
[ORS 408.230](#)  
[ORS 659.805](#)  
[ORS 659.815](#)  
[ORS 659.850 - 659.860](#)  
[ORS 659.865](#)  
[ORS 659.870](#)  
[ORS 659A.003](#)

[ORS 659A.006](#)  
[ORS 659A.009](#)  
[ORS 659A.029](#)  
[ORS 659A.030](#)  
[ORS 659A.040](#)  
[ORS 659A.103 - 659A.145](#)  
[ORS 659A.230 - 659A.233](#)  
[ORS 659A.236](#)  
[ORS 659A.309](#)  
[ORS 659A.321](#)

[ORS 659A.409](#)  
[OAR 581-002-0001 – 002-0005](#)  
[OAR 581-021-0045](#)  
[OAR 581-021-0046](#)  
[OAR 581-021-0047](#)  
[OAR 581-022-2310](#)  
[OAR 581-022-2370](#)  
[OAR 839-003](#)

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (~~2012~~2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (~~2012~~2018); 29 C.F.R Part 1626 (~~2018~~2019).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (~~2012~~2018); 29 C.F.R. Part 1630 (~~2018~~2019); 28 C.F.R. Part 35 (~~2018~~2019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (~~2012~~2018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (~~2012~~2018); 34 C.F.R. Part 104 (~~2018~~2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (~~2012~~2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (~~2018~~2020).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (~~2012~~2018); 28 C.F.R. §§ 42.101-42.106 (~~2018~~2019).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (~~2012~~2018); 29 C.F.R. § 1601 (~~2018~~2019).

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

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (~~2012~~2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (~~2012~~2018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (~~2012~~2018); 29 C.F.R. Part 1635 (2019).

House Bill 2935 (2021).

House Bill 3041 (2021).

# Klamath Falls City Schools

Code: AC-AR  
Adopted: 10/09/06  
Revised/Readopted: 10/12/15; 3/06/17; 10/14/19;  
1/13/20  
Orig. Code: AC-AR

## Discrimination Complaint Procedure

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

Step 1: <sup>1</sup>Complaints may be oral or in writing and must be filed with the principal. Any staff member that receives an oral or written 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 10 school days of receipt of the complaint.

Any staff member that receives a written or oral complaint shall report the complaint to the principal.

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

The personnel director may review the principal's decision within 5 school days and may meet with all parties involved. The personnel director will review the merits of the complaint and the principal's decision. The personnel director will respond, in writing, to the complainant within 10 school days.

Step 3: If the complainant is not satisfied with the decision of the personnel director, a written appeal may be filed with the Board within five school days of receipt of the personnel director'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 include the legal basis address each allegation in the complaint and contain reasons for the Board's decision. findings of fact and conclusions of law.** A copy of the Board's final decision shall be sent to the complainant in writing within 10 days of this meeting.

If the principal is the subject of the complaint, the complainant may start at Step 2 and should file a complaint with the personnel director.

<sup>1</sup> For district information. The district's timeline established by each step of the district's complaint procedure must be within 30 days of the submission of the complaint at any step, unless the district and complainant have agreed in writing to a longer time period for that step. The district's complaint procedure should not exceed a total of 90 days from the initial filing of the complaint, regardless of the number of steps involved, unless the district and the complainant have agreed in writing to a longer time period. (OAR 581-002-0005).

If the superintendent is the subject of the complaint, the complainant may start at Step 3 and should be referred to the Board chair. The Board may refer the investigation to a third party.

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 based 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 complainant.

The complainant, if a person who resides in the district or a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint may appeal<sup>2</sup> in writing to the Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-002-0001 - 581-002-0023.

### **Charter Schools of which the District Board is a Sponsor**

The district Board, through its charter agreement with Eagleridge High School through this administrative regulation, will not review an appeal of a decision reached by the Board of Eagleridge High School on a complaint alleging a violation of Oregon Revised Statute (ORS) 659.850 or Oregon Administrative Rule (OAR) 581-021-0045 or 581-021-0046 (Discrimination), for which the district Board has jurisdiction, and recognizes a decision reached by the Board of Eagleridge High School as the district Board's final decision. A final decision reached by this district Board may be appealed to the Oregon Department of Education under OAR 581-002-0001 - 581-002-0023.

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<sup>2</sup> An appeal must meet the criteria found in OAR 581-002-0005(1)(a).



# Klamath Falls City Schools

Code: **BBAA**  
Adopted: 8/19/91  
Revised/Readopted: 10/09/06; 2/09/09; 3/06/17;  
6/10/19; 2/14/21  
Orig. Code: 10601.01

## Individual Board Member’s Authority and Responsibilities

An individual Board member exercises the authority and responsibility of his/her position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district’s designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

~~A Board member has the right to express personal opinions.~~ When expressing **such personal** opinions in public, the Board member must clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, gained through attendance at district activities and through professional Board activities.

Members of the Board will adhere to the following procedures in carrying out the responsibilities of membership:

### 1. Request for Information

Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the district, must be submitted to the Board for consideration.

### 2. Requests for Legal Opinions

A request for a legal **advice or** opinions by a Board member, **that will incur a cost for the district** must be approved by a majority vote of the Board before the request is made to legal counsel. **The Board chair is authorized to obtain legal advice or opinions if advantageous to do so prior to the next meeting (e.g. advice regarding an executive session or a decision to invite district legal counsel) without a need for Board approval.** ~~If the legal opinion sought involves the superintendent’s employment or performance, the request should be made to the Board chair.~~ Legal counsel is responsible to the Board.

### 3. Action on Complaints or Requests Made to Board Members

When a Board member receives complaints or requests for action from a staff member, student or member of the public, the Board member will direct the staff, student or member of the public to the appropriate complaint policy. Such information is to be conveyed to the superintendent.

4. Board Member’s Relationship to Administration

Individual Board members will be informed about the district’s educational program, may visit schools or other facilities to gain information and may request information from the superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the district or its schools.

5. Contracts or Agreements

All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.045](#)

[ORS 332.057](#)

[ORS 332.055](#)

[ORS 332.075](#)

38 OR. ATTY. GEN. OP. 1995 (1978)

S. Benton Educ. Ass’n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

**Cross Reference(s):**

BHD - Board Member Compensation and Expense Reimbursement

DFEA - Admissions to District Events



# Klamath Falls City Schools

Code: **BD/BDA**

Adopted: 6/20/94

Readopted: 10/09/06; 2/08/10; 3/06/17

Orig. Code(s): 10800

## Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special or emergency meeting. "Meeting" means the convening of a quorum of the Board as the district's governing body to make a decision or to deliberate toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the governing body, i.e., a work session. The affirmative vote of the majority of members of the Board is required to transact any business.

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. **Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible.** All meetings will be conducted in compliance with state and federal statutes. **Information on how to give or submit public comment is outlined in Board policy BDDH – Public Comment at Board Meetings<sup>1</sup>**~~All Board meetings, including Board retreats and work sessions, will be held within district boundaries. The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business.<sup>1</sup> No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation<sup>2</sup>, age or national origin is practiced.~~

**All Board meetings including Board retreats and work sessions, will be held within district boundaries except as allowed by law<sup>2</sup>. The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business. No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, age or national origin is practiced.**

The Board will give public notice reasonably calculated to give actual notice to interested persons, including those with disabilities, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they were not included in the

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<sup>1</sup> When telephone or other electronic means of communication is used during a meeting open to the public, the Board shall make at least one place available to the public where, or at least one electronic means by which, the public can listen during the meeting. At all meetings of the Board open to the public, the public will be provided an opportunity, to the extent reasonably possible, to access and attend the meeting by telephone, video or other electronic or virtual means. If in-person oral testimony (or public comment) is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit oral testimony during the meeting at the designated portion of the agenda, by telephone, video or other electronic or other means. If in-person written testimony is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit written testimony including by email or other electronic means, so that the Board is able to consider the submitted testimony in a timely manner.

<sup>2</sup> ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

notice.

If required to do so at least 48 hours before a meeting held in public, the Board shall **make a good faith effort to** provide an interpreter for hearing-impaired persons. Other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice. ~~Communications with all qualified individuals with disabilities shall be as effective as communications with others.~~

**If requested to do so no less than 72 hours before a meeting held in public, the Board will make a reasonable effort to provide translation services<sup>3</sup>.**

All meetings held in public shall comply with the Oregon Indoor Clean Air Act ~~and the smoking provisions contained in the Public Meetings Law.~~

**The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on district property.**

## 1. Regular, Special and Emergency Meetings

**Generally, a regular Board meeting will be held each month. The regular meeting schedule will be established at the annual organization meeting and may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.**

No later than the next regular meeting following July 1, the Board will hold ~~an~~ **the annual** organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings. In Board election years, odd numbered years, the first meeting will be held no later than July 31.

Special meetings can be convened by the Board chair upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may also be scheduled if less than a quorum is present at a meeting or additional business still needs to be conducted at the ending time of a meeting. At least 24 hours' notice must be provided to all Boardmembers, the news media, which have requested notice, and the general public for any special meeting.

Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

## 2. Communications Outside of Board Meetings

Communications, to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing district business. This includes electronic communication. Electronic communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or gathering of information on which to deliberate.

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<sup>3</sup> Districts are encouraged to evaluate translation needs and resources prior to adding this language. A district may decide that translating the agenda, minutes or other documents, or public comment is sufficient.

Electronic communications may contain:

- a. Agenda item suggestions;
- b. Reminders regarding meeting times, dates and places;
- c. Board meeting agendas or information concerning agenda items;
- d. One-way information from Board members or the superintendent to each Board member (e.g., an article on student achievement or to share a report on district progress on goals). ~~so long as that information is also being made available to the public;~~
- e. Individual responses to questions posed by community members, subject to other limitations in Board policy.

E-mails sent to Board members will have the following notice:

*Important: Please do not reply or forward this communication if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body, which could be considered a public meeting. Electronic communications on district business are governed by public records and meetings law.*

### 3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by the Public Meetings Law.

### 4. Work Sessions

The Board may conduct work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with ~~the~~ state law on public meetings, including notice and minutes. Generally, Boards do not take official action during work sessions, although there is no legal prohibition to do so.

### 5. Executive Sessions

Executive sessions may be held during regular, special or emergency meetings for a reason permitted by law (see Board policy BDC - Executive Sessions).

END OF POLICY

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#### Legal Reference(s):

[ORS 174.100](#)  
[ORS 174.104](#)

[ORS Chapter 192](#)  
[ORS Chapter 193](#)  
[ORS 255.665](#)

[ORS 332.040 to -332.061](#)  
[ORS 433.835 to -433.875](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 2018; 29 C.F.R. Part 1630 (2020) 28 C.F.R. Part 35 (2020). Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018)  
OR. ATTY. GEN. Public Records and Meetings Manual



# Klamath Falls City Schools DRAFT

## 2022-2023 School Event Calendar

### Event or Holiday

### Event or Holiday

July 2022							July	
Su	M	Tu	W	Th	F	Sa	1	Non Contract Day- All Staff
					1	2	4	Observation of 4th of July
20								
0	3	4	5	6	7	8		
0	10	11	12	13	14	15		
0	17	18	19	20	21	22		
	24	25	26	27	28	29		
						30		
						31		

August 2022							August	
Su	M	Tu	W	Th	F	Sa	22-24	New Teacher In-service
23		1	2	3	4	5	29-31	Teacher In-service-No School
0	3	7	8	9	10	11		
0	14	15	16	17	18	19		
0	21	22	23	24	25	26		
	28	29	30	31				

September 2022							September	
Su	M	Tu	W	Th	F	Sa	1	Teacher In-service-No School
22				1	2	3	2	Non Contract Day - Teachers
0	4	5	6	7	8	9	5	Labor Day - No School
19	11	12	13	14	15	16	6	First Day of School
19	18	19	20	21	22	23		
	25	26	27	28	29	30		

October 2022							October	
Su	M	Tu	W	Th	F	Sa	13	Full School Day; Parent Teacher Conference 4-8 p.m.
21						1	14	No School; Parent Teacher Conference 8 a.m. -8 p.m. Contract Day for KFACE
0	2	3	4	5	6	7		
0	9	10	11	12	13	14		
0	16	17	18	19	20	21		
	23	24	25	26	27	28		
	30	31						

November 2022							November	
Su	M	Tu	W	Th	F	Sa	4	Grade Prep - No School non-contract day - KFACE 10 mo
22			1	2	3	4	11	Veterans Day - No School
0	6	7	8	9	10	11	21-25	Thanksgiving Break
15	13	14	15	16	17	18		
17	20	21	22	23	24	25		
	27	28	29	30				

December 2022							December	
Su	M	Tu	W	Th	F	Sa	19-30	Winter Break
22				1	2	3		
0	4	5	6	7	8	9		
0	11	12	13	14	15	16		
0	18	19	20	21	22	23		
	25	26	27	28	29	30		
						31		

January 2023							January	
Su	M	Tu	W	Th	F	Sa	2	Winter Break
22	1	2	3	4	5	6	3	School Resumes
0	8	9	10	11	12	13	16	ML King Day- No School
19	15	16	17	18	19	20	27	Grade Prep - No School non-contract day - KFACE 10 mo
21	22	23	24	25	26	27		
	29	30	31					

February 2023							February	
Su	M	Tu	W	Th	F	Sa	20	President's Day - No School
20			1	2	3	4		
0	5	6	7	8	9	10		
19	12	13	14	15	16	17		
19	19	20	21	22	23	24		
	26	27	28					

March 2023							March	
Su	M	Tu	W	Th	F	Sa	27-31	Spring Break - No School
23			1	2	3	4		
0	5	6	7	8	9	10		
18	12	13	14	15	16	17		
18	19	20	21	22	23	24		
	26	27	28	29	30	31		

April 2023							April	
Su	M	Tu	W	Th	F	Sa	4	Grade Prep - No School non-contract day - KFACE 10 mo
20						1	13	Full School Day; Parent Teacher Conferences 4-8 p.m.
0	2	3	4	5	6	7	14	No School; Parent Teacher Conferences 8 a.m. -8 p.m.
18	9	10	11	12	13	14		
18	16	17	18	19	20	21		
	23	24	25	26	27	28		
						29		
						30		

May 2023							May	
Su	M	Tu	W	Th	F	Sa	29	Memorial Day- No School
23		1	2	3	4	5		
0	7	8	9	10	11	12		
22	14	15	16	17	18	19		
23	21	22	23	24	25	26		
	28	29	30	31				

June 2023							June	
Su	M	Tu	W	Th	F	Sa	16	Last Day of School
22				1	2	3	16	Last Day for Teachers
0	4	5	6	7	8	9	19	Juneteenth
11	11	12	13	14	15	16		
11	18	19	20	21	22	23		
	25	26	27	28	29	30		

260	260 Classified
190	190 Teacher
173	Student Contact Days
180	Paraprofessionals, Bus Drivers, Food Service

5. **OLD BUSINESS/ACTION ITEMS**
6. **BOARD MEMBER COMMENTS**
7. **CLOSING COMMENTS FROM THE CHAIR**
8. **ADJOURNMENT**