



# PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Regular Board Meeting - 6:00 PM

Thursday, September 19, 2024

In-Person at Phoenix Elementary School

<https://us02web.zoom.us/j/81720388016?pwd=XhzXrx9POVUhejKNuEOqgNi3dVlyMR.1>

Password: 772592

**Agenda Español**

**Minutas Español**

## AGENDA

- A. **Executive Session – 5:30 p.m. – This session is closed to the public under ORS 192.660 (2)(e)**
- B. **Call to Order - 6:00 p.m.**
- C. **Accentuate the Positive**
- D. **Citizen Comments**
- E. **Superintendent Report**
- F. **Consent Agenda**
  1. Approval of Agenda
  2. Approval of Minutes from 9/5/2024
  3. Personnel Report
- G. **Information and Discussion**
  1. **Legislative / OSBA Update**
  2. **Financial Update**
  3. **Review Budget Committee Applications**
  4. **Review Budget Committee Calendar for the 25-26 School Year Budget**
  5. **Enrollment Report**
  6. **November 7th Board Meeting Date Change**
  7. **Board Training and Development**
  8. **Board Policy EBBAA – Infection Control and Bloodborne Pathogens**
  9. **Board Policy GBEB – Communicable Diseases in Schools**
  10. **Board Policy GBEB-AR - Communicable Diseases in Schools**
  11. **Board Policy KBA-AR – Public Records Request**
- H. **Recess - 6:50 - 7:03**
- I. **Action Items**
  1. **Boys and Girls Club Letter of Intent**
  2. **Declaration of Surplus Items**
  3. **OSBA Board of Directors Candidate for Position 5, Southern Region**
  4. **Resolution 24-9 Vote Cast for OSBA Board of Directors, Position 5**
  5. **Board Policy EBC/EBCA – Emergency Procedures and Disaster Plans (*Delete*)**
  6. **Board Policy EBC – Emergency Plan and First Aid**
  7. **Board Policy EBCA - Safety Threats**

- 8. **Board Policy EBCB - Emergency Procedure Drills and Instruction**
- J. **Review of the Next Meeting Agenda**
- K. **Adjournment**

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# PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Board Meeting - 6:00 PM

Thursday, September 19, 2024

In-Person at Phoenix Elementary School

Join the Zoom Meeting:

<https://us02web.zoom.us/j/81720388016?pwd=XhzXrx9POVUhejKNuEOqgNi3dVlyMR.1>

Meeting ID: 817 2038 8016

Passcode: 772592

## AGENDA

- A. Executive Session – 5:30 p.m. – **This session is closed to the public under ORS 192.660 (2)(e)**
- B. Regular Session Call to Order - 6:00 p.m.
- C. Accentuate the Positive
- D. Citizen Comments
- E. Superintendent Report
- F. Consent Agenda
  - 1. Approval of Agenda
  - 2. Approval of Minutes from 9/5/24
  - 3. Personnel Report
- G. Information and Discussion
  - 1. Legislative / OSBA Update
  - 2. Financial Update
  - 3. Review Budget Committee Applications
  - 4. Review Budget Committee Calendar for the 25-26 School Year Budget
  - 5. Enrollment Report
  - 6. November 7 Board Meeting Date Change
  - 7. Board Training & Development
  - 8. Board Policy EBBAA – Infection Control and Bloodborne Pathogens
  - 9. Board Policy GBEB – Communicable Diseases in Schools
  - 10. Board Policy GBEB-AR - Communicable Diseases in Schools
  - 11. Board Policy KBA-AR – Public Records Request
- H. Recess
- I. Action Items
  - 1. Boys & Girls Club Letter of Intent
  - 2. Declaration of Surplus Items
  - 2. OSBA Board of Directors Candidate for Position 5, Southern Region
  - 3. Resolution 24-9 Vote Cast for OSBA Board of Directors, Position 5
  - 4. Board Policy EBC/EBCA – Emergency Procedures and Disaster Plans (*Delete*)
  - 5. Board Policy EBC – Emergency Plan and First Aid
  - 6. Board Policy EBKA - Safety Threats
  - 7. Board Policy EBCB - Emergency Procedure Drills and Instruction
- J. Review of the Next Meeting Agenda
- K. Adjournment



# PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Phoenix Elementary School  
215 North Rose Street  
Phoenix, OR 97535

Regular Board Meeting  
Thursday, September 5, 2024 6:00 PM Pacific

Michael Campbell:	Present	Rick Nagel:	Absent
Nancy Castillo-McKinnis:	Absent	Dawn Watson:	Present
Sara Crawford:	Present	Rebecca Weathers:	Present
Polly Farrimond:	Present		

Present: 6, Absent: 1. at 6:02 p.m.

Present: 5, Absent: 2. at 6:20 p.m.

A. **Executive Session – 5:15 p.m.**–This session is closed to the public under ORS 192.660 (2)(e)

B. **Call to Order - 6:02 p.m.**

C. **Accentuate the Positive**

**PES Principal Shawna Schleif shared the following:**

- Ms. Schleif gave a shout-out to the staff and kinder teachers. The kinder home visits and orientation were amazing. The families were appreciative, and it was great to start building those positive relationships from the start.
- Of the 14 teachers we have on campus, 8 of them are in new assignments and the creative energy is positive.
- Ms. Schleif gave a shout-out to Cari Baker, who is an ELD instructor. We have 18 students who arrive at school early to meet with Cari. Cari works with students and provides language support during breakfast time.

**TES Principal Heather Lowe shared the following:**

- Our fall family orientation was very successful. We had about 75% of our families attend. Thank you to all the staff who helped with that.
- We have about 45 new students this year, which is a really good sign.
- Because there are so many new kids, we are focusing on creating a calm, predictable environment.
- Our YMCA pre-school opened up. There are about 8 kiddos there now, and we anticipate more will come as the community learns more about it. We are happy that it gives our families another option.

**OHES Principal Kent Vallier shared the following:**

- Mr. Vallier thanked their two kindergarten teachers, Sarah Price and Ellen Anding, who are simply amazing. No matter what is happening, they have a knack of getting them all doing the same thing and making them all comfortable. The magic that they spin on the first day of school is amazing.

- Mr. Vallier thanked front office staff, Dianne Wolff and Holly Swift. I know they missed a day due to the network outage, but they rallied and everything was in place for a successful first day of school.

**PTRA Principal Aaron Santi shared the following:**

- Our school staff was able to meet in person with all but one of our students' families over the course of the past week to establish or renew connections and share expectations and resources. We are excited about getting them going on the right foot this year.
- Mr. Santi thanked Joe Zavala and the Technology team for our amazing new website. It's a huge improvement! We also appreciate the time Joe has taken to train the office managers on the new website.
- Mr. Santi also thanked the PES custodial team for their work in getting our space, the grounds and the school ready for students and their families.

**TMS Principal Casey Olmstead shared the following:**

- Mr. Olmstead said it had been a very positive start to the new year. Lots of great energy from the kids and staff.
- Mr. Olmstead gave a special shout-out to counselors Liz Fletcher and Bry Bates. We have a new program called WEB (Where Everyone Belongs). The goal is to build up our leadership skills in our eighth graders to take on mentorship-type roles with our incoming 6th graders. We had a Bulldog Camp on the Friday before school started, and we had 153 sixth graders attend and 47 WEB leaders who were eighth graders. They were assigned to groups to start to build relationships and build community. They not only supported them at the camp but will take on that role throughout the year.
- Mr. Olmstead gave a shout-out to Jon McCalip and the construction team. Our gym was not ready for the Bulldog camp, but they helped to create a space for us elsewhere. Our gym spaces and the bathrooms are updated and it looks so nice.
- Mr. Olmstead showed a puzzle that the staff put together. Mr. Olmsted encouraged the board to help with the missing pieces of the puzzle and to write something about what is their why.

**PHS Principal Kalin Cross shared the following:**

- Ms. Cross shared that they have increased enrollment and as of today, we have 701 students enrolled.
- One of Ms. Cross's main goal this year is to amplify student voice. We have four wonderful ASB officers, Reyna Pillajo-Kern (President), Mae Woodward (Vice President), Abby Corona (Secretary), and Adrianna Flores (Treasurer). Ms. Cross is proud of them for leading the charge on our theme, which is unity this year.
- We are also adding our advisory council, having representatives from each advisory to talk about climate and culture. This will be kicked off after homecoming in October.
- We have a new cell phone policy. Our students and staff are all in support of the policy, and we have already seen an improvement. Even though we are in just the first week of school, you can already see the shift in culture at school.
- Our custodial crew has been amazing in how they have pivoted this week.
- Ms. Cross gave a shout-out to Carolena Campbell, who is our Link Crew leader. Carolena has created the biggest Link Crew group so far, with 19 groups. Our juniors and

senior link crew leaders did a great job hosting the freshman on Tuesday, helping them navigate and get to classes.

- Ms. Cross gave a shout-out to Skylar Glines, who is one of our graduation coaches. She, along with James Joy and Erika Ochoa, hosted three break-out sessions for our sophomores, juniors, and seniors to set the tone for the year, focusing on unity and cultural relevance.
- Ms. Cross gave a shout-out to Alyssum Barber, who is our curriculum implementation and engagement specialist, for creating in-service professional development that was amazing. Alyssum had us focus on our why and our students to make sure we had what they needed.
- Ms. Cross invited the board to attend their open house event which is on the 18th at 6:15.
- We are starting preparations for homecoming week, which starts on the 30th. The Pirate Parade will kick off the week and will take place on October 2nd. The start time is still to be announced.

**Amy Honts-Stark of Sodexo shared the following:**

- We are excited about all the changes and Ms. Honts-Stark thanked Jon McCalip and his team for all the construction and their hard work they completed over the summer.
- Ms. Honts-Stark thanked all the admin and the lunch aides. At all the schools there are different plans, different kitchens, different serving lines, but hopefully, it will make it better for the kids.
- We have several new stations at PHS. We started the year with a new breakfast station with cold foods. We are working with Kalin and Jon to find a new area for an extra grab-and-go hot lunch area. We are also looking at having an outdoor hot grill at the high school.
- We have a lot of new equipment at the middle school. Bulldogs camp day was great, and we served about 160 kids.
- Ms. Honts-Stark spoke about her new employees; Steve Boveri at PHS is the new head cook; Carlie Shute at OHES and Stephany Cutter at PES and Maria Valdivia at the high school, and she is very appreciative.

**D. Citizen Comments** - There were no citizen comments.

**E. Superintendent Report**

- Supt. Barry thanked the amazing administrative team for all their hard work, communication, and strategy for a great start to a new school year.
- Supt. Barry said that we are narrowing in on accurate enrollment numbers and will have our first Friday count tomorrow.
- Supt. Barry shared that last week the fall economic forecast was released, and again it showed favorable gains in revenue and available funds for the 2025-27 biennium, though there are many competing priorities.
- We have an amazing food service partner in Sodexo and transportation with First Student. The maintenance department, Sodexo and First Student did a mini Olympics' event last week, and it was extremely competitive and a lot of fun.

- We continue to evaluate and analyze the possibility and opportunity to have a self-op food service in our district. We will have information and staff recommendations for the board later this fall.
- Attached is a memo from Jon McCalip, with updates on facilities. For projects of \$2.5M and \$3M in a summer, it is simply remarkable. Many probably don't realize that our contractors, their subs, and Jon were here 7 days a week throughout the summer. For the most part, things went well, but it was not without some stressful times. In addition, we opened our new PTS Rising pre-school. Our own maintenance team did a lot of improvements and oversaw many projects that helped improve the space. This helped save markup from contracted services and Jon and his team did a great job with this.
- Attached is a copy of the 22-23 annual report on English Learners for your review. Maria Lee will briefly share the highlights with you.
- Maria Lee, Title III and Migrant Ed Coordinator, shared some information about the report both state wide and for our district. The report can be found on our website.

#### **F. Program Report from City of Phoenix**

City Manager Eric Swanson and Community Development Manager Zac Moody gave an update on the City of Phoenix development. Eric shared information about the following:

- Phoenix City limits expansion with annexation details including urban growth boundary expansion and land use updates
- The PH5 Conceptual transportation and land use plan
- Water infrastructure projects - Charlotte Anne Highway 99 waterline, TAP (Talent-Ashland-Phoenix) improvements, and North Phoenix reservoir
- Street infrastructure projects - Grove Road/PH-10 collector road, Grove Road Extension/PH-5 collector, OR 99: Glenwood Road to Coleman Creek, and 2nd Street: Church to Pine Street
- Economic Development - Phoenix Commercial Development: Phoenix Phoodery; Starbucks; Biologic Crop Solutions; Mixed-Use Development; Dollar General; Indigo Creek Outfitters; Commercial Retail/office space and Pacific Wall Systems expansion
- Economic Development - Phoenix Residential Development: Pacific Flats -72 Affordable housing; Phoenix Corner - 80-unit affordable housing; VS Plaza - 55-unit apartment complex; 18-unit apartment complex at main street; 28-unit apartment complex at Northridge Terrace

Zac Moody shared information about the following:

- Economic Development - Downtown parking and storm water improvements
- Master Planning - Park masterplan update; Community survey and engagement opportunities
- Emergency Planning & Resiliency - Emergency Operations Center includes the new fire and police departments as well as city hall

#### **G. Consent Agenda**

I move to approve the consent agenda as presented. Hearing no objections, the consent agenda was approved.

## **G. Consent Agenda (cont.)**

This motion, made by Sara Crawford and seconded by Polly Farrimond, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford:

Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea

Yea: 5, Nay: 0, Absent: 2

G.1. Approval of Agenda

G.2. Approval of Minutes from 8/15/2024

G.3. Personnel Report

## **H. Information and Discussion**

### **H.1. Legislative / OSBA Update**

- Director Dawn Watson spoke about the Annual OSBA Conference in November and asked those who are interested in attending to please contact Denise as soon as possible. The OSBA board meeting will be on Sunday, and it is open to the public.
- The OSBA Roadshow will be on Monday, October 28th and will be at Ashland Hills Inn at 6:30pm.
- Ms. Watson sent an email today in support of hiring Emielle Nischik as the permanent Executive Director of OSBA. Ms. Watson feels she is doing a great job and would like to see consistency for staff and the districts.
- Ms. Watson spoke about her attendance at the Summer and After-School Learning conference and shared what the focus was about. Ms. Watson sent a report to the OSBA Board and will be sending it out to the region soon.
- Supt. Barry said that we do need to talk about the November 7th board meeting and will need to change it due to the OSBA Annual Conference. It was decided to add it for discussion on the next agenda.

### **H.2. Declaration of Surplus Items**

Supt. Barry said the Chromebooks are either non-functional, not repairable, or at the end of their useful life.

### **H.3. OSBA Board of Directors Candidate for Position 5, Southern Region**

Chair Campbell said that OSBA Board of Directors Position 5 is up for re-election. This is Dawn Watson's current position, and she would like to run again, and we fully support that. We will cast our vote at the next meeting.

### **H.4. Resolution 24-9 Vote Cast for OSBA Board of Directors, Position 5**

Chair Campbell said that Resolution 24-9 is in support of the board casting their vote for Dawn and will be an action item at the next meeting.

### **H.5. Update on Budget Committee**

Chair Campbell gave an update regarding the budget committee application timeline and selection process. We will continue to accept applications through September 18 to be reviewed at the September 19 meeting. The board will interview and/or appoint applicants at the October 3rd meeting.

### **H.6. Board Policy EBC/EBCA – Emergency Procedures and Disaster Plans (*Delete*)**

### **H.7. Board Policy EBC – Emergency Plan and First Aid**



#### **H.8. Board Policy EBCA - Safety Threats**

#### **H.9. Board Policy EBCB - Emergency Procedure Drills and Instruction**

#### **H.10. Board Policy IIBGA-AR - Electronic Communications Systems**

Supt. Barry said that the IT department added Appendix A which is on artificial intelligence. It is new and is for review only.

#### **I. Recess - 7:12 - 7:24**

#### **J. Action Items**

##### **J.1. Establish Meal Prices**

I move to approve the meal price increases for the 24-25 school year as presented. This motion, made by Polly Farrimond and seconded by Sara Crawford, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea  
Yea: 5, Nay: 0, Absent: 2

Chair Campbell said that although our district qualifies as CEP (Community Eligibility Provision) for free student meals, these prices are for adult meals and second student meals.

##### **J.2. Boys & Girls Club Letter of Intent**

I move to table this action item for the next meeting. This motion, made by Michael Campbell and seconded by Dawn Watson, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea  
Yea: 5, Nay: 0, Absent: 2

- Supt. Barry said that when we started this process, Greg Roe was the Executive Director and now Jessica King is the new Executive Director. We are excited to welcome her and our partnership.
- Chair Campbell said that we are very grateful for our partnership with the Boys and Girls Club and are excited to move forward with this next endeavor. Chair Campbell said that when we met in executive session to discuss the details of the agreement with our attorney, some questions came up that we would like to explore further. Chair Campbell made a motion to table this action item in order to give our attorney time to work with Brent and the Boys and Girls Club to address our concerns. We will bring it back as an action item for the next meeting for further discussion if that is feasible.
- Chair Campbell said some of the board's concerns were about the fair market value of the raw land and having an MOU in conjunction with the sales agreement. Having the MOU outline some concerns regarding the ongoing maintenance of the building and some general operational items. In addition, concerns were made, in the unlikely event, that the property would need to be bought back in the future.
- Dawn Watson said that the board wanted to use their experience from other ventures and to take into consideration what a future board would possibly say about this decision in 20 years.
- Sara Crawford said that we are looking forward to what this partnership will bring not only for the Boys and Girls Club, but to support our students, families, and the

community. It is more about protecting that continued service to our community for the future.

### **J.3. Board Policy EBBA – Student Health Services**

I move to adopt Board Policy EBBA - Student Health Services as presented. This motion, made by Polly Farrimond and seconded by Rebecca Weathers, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea  
Yea: 5, Nay: 0, Absent: 2

Supt. Barry said that there is some optional language that the admin does recommend.

### **J.4. Board Policy EBBB – Injury or Illness Reports**

I move to approve changes to Board Policy EBBB - Injury or Illness Reports as presented. This motion, made by Polly Farrimond and seconded by Dawn Watson, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea  
Yea: 5, Nay: 0, Absent: 2

Supt. Barry said that there is a lot of new required language and some optional language that the admin does recommend.

Director Crawford asked about the optional language for staff members to report self-administered first-aid treatment and Supt. Barry and Tiffanie Lambert gave explanations for their recommendation.

### **J.5. Board Policy GBN/JBA – Sexual Harassment**

I move to approve changes to Board Policy GBN/JBA - Sexual Harassment as presented. This motion, made by Sara Crawford and seconded by Polly Farrimond, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea  
Yea: 5, Nay: 0, Absent: 2

### **J.6. JBA/GBN – Sexual Harassment**

I move to approve changes to Board Policy JBA/GBN - Sexual Harassment as presented. This motion, made by Sara Crawford and seconded by Polly Farrimond, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea  
Yea: 5, Nay: 0, Absent: 2

Supt. Barry said these policy changes are identical to GBN/JBA.

### **J.7. Board Policy JHC – Student Health Services and Requirements – *DELETE***

I move to approve the deletion of Board Policy JHC - Student Health Services and Requirements as presented. This motion, made by Sara Crawford and seconded by Polly Farrimond, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea  
Yea: 5, Nay: 0, Absent: 2

### **J.8. Board Policy JHCA/JHCB – Immunization and School Sports Participation**

I move to approve changes to Board Policy JHCA/JHCB - Immunization and School Sports Participation as presented. This motion, made by Sara Crawford and seconded by Polly

Farrimond, Carried.

Nancy Castillo-McKinnis: Absent, Rick Nagel: Absent, Michael Campbell: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea  
Yea: 5, Nay: 0, Absent: 2

**K. Review of the Next Meeting Agenda**

Based on prior discussions, we will tentatively add the Boys and Girls Club as an action item, add to info and discussion a change to the November 7th's board meeting date and board training and development.

L. **Adjournment** - The meeting adjourned at 7:45 p.m.

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Michael Campbell, Chair

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Brent Barry, Superintendent

# Phoenix-Talent Schools District 4

Code: EBBAA  
Adopted: 8/24/95  
Revised/Readopted: 4/21/22  
Orig. Code: EBBAA/GBEBC/ JHCCC

## Infection Control and Bloodborne Pathogens

The Board recognizes that staff and students incur some risk of infection and illness each time they are exposed to blood or other potentially infectious materials. While the risk to staff and students of exposure to body fluids due to casual contact with individuals in the school environment is very low, the Board regards any such risk as serious.

~~The district shall use standard precautions. Each person is therefore treated as if all direct contact with human blood and body fluids is known to be infectious for though an HIV, AIDS or HBV<sup>1</sup> infection and/or other bloodborne pathogens<sup>2</sup> exists.~~ **Consequently, the Board directs adherence to standard precautions. Standard precautions require that staff and students approach at all times for infection control. Each person is therefore treated as if all direct contact with human blood and body fluids is known to be infectious for though an HIV, AIDS or HBV<sup>1</sup> infection and/or other bloodborne pathogens<sup>2</sup> exists.**

~~The district shall develop an Exposure Control Plan that includes infection control procedures, and procedures to minimize and eliminate exposure incidents to bloodborne pathogens.~~ **The district shall develop an Exposure Control Plan in accordance with that includes infection control procedures, and procedures to minimize and eliminate exposure incidents to bloodborne pathogens.**

### Infection Control

~~Staff and students shall receive an annual in-service that includes correct procedures for cleaning up body fluid spills and for personal cleanup, appropriate disposal, immunization and personal hygiene, as well as the location and a content review of first-aid and clean-up kits. Kits shall be available for each room in the building and in each district vehicle.~~ **Staff and students shall receive an annual in-service that includes correct procedures for cleaning up body fluid spills and for personal cleanup, appropriate disposal, immunization and personal hygiene, as well as the location and a content review of first-aid and clean-up kits. Kits shall be available for each room in the requirements in law<sup>3</sup>.building and in each district vehicle.**

~~In addition to an annual in-service, staff and students on a regular basis will receive HIV, AIDS and HBV information.~~

~~The information shall emphasize infection—how infection is spread as well as how it is not spread.~~

### Bloodborne Pathogens

The Exposure Control Plan shall be reviewed and updated at least annually and when necessary to reflect new or modified tasks and procedures which affect occupational exposure and to reflect new or revised employee positions with occupational exposure. The review and update shall also:

1. Reflect changes in technology that eliminate or reduce exposure to bloodborne pathogens;

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<sup>1</sup> ~~HIV—Human Immunodeficiency Virus; AIDS—Acquired Immune Deficiency Syndrome; HBV—Hepatitis B Virus~~

<sup>2</sup> **“Bloodborne pathogens” are pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV). 29 CFR 1910.1030(b)**

<sup>3</sup> **See 29 CFR 1910.1030(c)(1) and OAR 437-002-1059 for more information about an Exposure Control Plan. {A template for an exposure control plan may be available from [Oregon OSHA](#).}**

2. Annually, document consideration and implementation of appropriate commercially available and effective safer medical devices designed to eliminate or minimize occupational exposure.

The plan shall include training followed by an offer of ~~hepatitis immunization with Hepatitis B~~ vaccine and vaccination series for all staff who are required to provide first aid to students and/or for all staff who have occupational exposure as determined by the district. Training shall be provided at the time of initial assignment to tasks where occupational exposure may take place and at least annually<sup>4</sup> thereafter. Staff will receive the annual training<sup>5</sup> as well as the location and a content review of first-aid and clean-up kits. Kits shall be readily available<sup>6</sup> in close proximity<sup>7</sup> to all employees in the building and for district vehicles, including each bus<sup>8</sup>.

~~thereafter.~~ Personal protective equipment appropriate to job tasks shall be provided by the district. A post-exposure evaluation and follow-up shall be made available to any employee sustaining an occupational exposure.

The district recognizes that, ~~as required by Oregon Administrative Rule (OAR) 437-002-1030,~~ employees who use medical sharps in the performance of their duties (e.g., administering injectable medicines to students, such as epinephrine and glucagon) must, at least annually, be provided with the opportunity to identify, evaluate and select engineering and work practice controls (e.g., sharps disposal containers, self-sheathing needles, safer medical devices, such as sharps with engineered sharps injury protections and needleless systems). The district will implement such work practice controls, as appropriate. **The district will document the solicitation of input from such staff in the plan.**

Documentation, including a sharps injury log, will be maintained **in accordance with law<sup>9</sup>** ~~as required by OAR 437-002-1030(3) and 437-002-1035.~~

The **Exposure Control Plan** ~~district~~ **will be accessible to employees in accordance** ~~cooperate with law<sup>10</sup> the local health department in delivering HIV, AIDS and HBV education.~~ **Students will be instructed in safe practices to prevent transmission of bloodborne pathogens in accordance with Oregon Health Standards.**

END OF POLICY

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<sup>4</sup> [~~Annual training for all employees shall be provided within one year of their previous training. (29 CFR 1910.1030(g)(2)(iv))~~]

<sup>5</sup> See 29 CFR 1910.1030(g)(2) for information about training requirements.

<sup>6</sup> OAR 437-002-0161(2) First-Aid Supplies. (a) The employer shall provide first-aid supplies based upon the intended use and types of injuries that could occur at the place of employment. The first-aid supplies shall be available in close proximity to all employees. Either bulk pack or unit pack supplies are acceptable. (b) "In proximity" is defined as that which is available nearby to ensure prompt treatment in the event of need.

<sup>7</sup> "In proximity" is defined as that which is available nearby to ensure prompt treatment in the event of need. (OAR 437-002-0161(1)(b))

<sup>8</sup> Emergency equipment for buses, includes, but is not limited to, body fluid cleanup and first-aid kits. (OAR 581-053-0240(23); OAR 581-053-0640)

<sup>9</sup> See OAR 437-002-1030(3) and OAR 437-002-1035.

<sup>10</sup> See 29 CFR 1910.1020(e) for requirements on providing access.

**Legal Reference(s):**

[ORS 332.107](#)

[OAR 437-002-0161](#)

[OAR 437-002-0360](#)

[OAR 437-002-1030](#)

[OAR 437-002-1035](#)

[OAR 581-022-2050](#)

[OAR 581-022-2220](#)

[OAR 581-053-0240\(23\)](#)

[OAR 581-053-0250\(1\)](#)

[OAR 581-053-0640\(2\)](#)

Occupational Safety and Health Standards, Bloodborne Pathogens, 29 C.F.R. §§ 1910.1020, 1910.1030.

# Phoenix-Talent Schools District 4

Code: GBEB  
Adopted: 9/03/20  
Revised/Readopted: 5/19/22  
Orig. Code(s): GBEB

## Communicable Diseases – Staff in Schools

The district shall provide reasonable protection against the risk of exposure to communicable disease for **students and** employees while engaged in the performance of their duties. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the *Communicable Disease Guidance for Schools* published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA).

~~A student or~~ An employee may not attend ~~school or~~ work, **respectively**, while in a communicable stage of a restrictable disease or when an administrator has reason to suspect ~~that the student or~~ employee has or has been exposed to any disease for which exclusion is required in accordance with law. **The district may provide an educational program in an alternative setting. Services will be provided to students as required by law.** ~~and per administrative regulation GBEB-AR-Communicable Diseases-Staff. If the disease is a reportable disease, the administrator will report the occurrence to the local health department.~~

Employees shall comply with all other measures adopted by the district and with all rules adopted by Oregon Health Authority, Public Health Division and the local health department.

**The district shall protect the confidentiality of each student's and employee's health condition and record to the extent possible and consistent with federal and state law.**

~~Employees shall provide services to students as required by law.~~ In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator ~~may~~ **shall** inform the appropriate employees with a legitimate educational interest ~~to protect against the risk of exposure.~~

~~The district shall protect the confidentiality of an employee's health condition and record to the extent possible and consistent with federal and state law.~~

The district will include, as part of its **general** emergency ~~plans~~ **plan**, a description of the actions to be taken by district staff in **buildings and by** the ~~case of a declared public health emergency or other catastrophe that disrupts district~~ **in response** operations.

~~The superintendent will develop administrative regulations necessary to~~ **medical emergencies**. ~~implement this policy.~~

END OF POLICY

### Legal Reference(s):

[ORS 332.107](#)

[ORS 431.150 - 431.157](#)

[ORS 433.001 - 433.004](#)

[ORS 433.010](#)

[ORS 433.110](#)

[ORS 433.235 - 433.284](#)

[OAR 333-018](#)

[OAR 333-019-0010](#)

[OAR 333-019-0014](#)

[OAR 581-022-2220](#)

[OAR 581-022-2225](#)

OREGON DEPARTMENT OF EDUCATION and OREGON HEALTH AUTHORITY, *Communicable Disease Guidance for Schools*. 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 (2023).

Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. §§ 1320d to -1320d-8 (2018); 45 C.F.R. Parts 160, 164 (2023).

**Cross Reference(s):**

EBC/EBCA - Emergency Procedures and Disaster Plans  
JHCC - Communicable Diseases - Students



# Phoenix-Talent Schools District 4

Code: GBEB-AR  
Adopted: 9/03/20  
Revised/Readopted: 5/19/22  
Orig. Code(s): GBEB-AR

## Communicable Diseases – Staff in Schools

In accordance with state law, administrative rule, the local health authority and the *Communicable Disease Guidance*, the procedures established below will be followed.

1. “Restrictable diseases” are defined by rule<sup>1</sup> and include but are not limited to COVID-19<sup>2</sup>, chickenpox, diphtheria, hepatitis A, hepatitis E, measles, mumps, pertussis, rubella, Salmonella enterica serotype Typhi infection, scabies, Shiga-toxigenic Escherichia coli (STEC) infection, shigellosis and infectious tuberculosis, and may include a communicable stage of hepatitis B infection **in a child who** if, in the opinion of the local health officer, ~~the person~~ poses an unusually high risk to **other children** others (e.g., ~~a child that~~ exhibits uncontrollable biting or spitting). Restrictable disease also includes any other communicable disease identified in an order issued by the Oregon Health Authority or the local public health officer as posing a danger to the public’s health.
2. ~~A disease is considered to be a restrictable disease if it is listed in Oregon Administrative Rule (OAR) 333-019-0010, or it has been designated to be a restrictable disease by the local public health administrator after determining that it poses a danger to the public’s health.~~ **“Susceptible” for a child means lacking documentation of immunization required under OAR 333-050-0050, or if immunization is not required, lacking evidence of immunity to the disease.**
3. **“Susceptible” for a school** ~~“Susceptible” for an employee~~ means lacking evidence of immunity to the disease.
4. “Reportable diseases” means a disease or condition, the reporting of which enables a public health authority to take action to protect or to benefit the public health.

### Restrictable Diseases

#### A student or

1. ~~An~~ employee of the district will not attend **school** or work, **respectively**, at a district school or facility while in a communicable stage of a restrictable disease, ~~including a communicable stage of COVID-19<sup>3</sup>~~; unless authorized to do so under Oregon law. When an administrator has reason to suspect that **a student or** an employee has a restrictable disease, the administrator shall send ~~them~~ the employee home.
2. An administrator shall exclude **a susceptible student or** an employee if the administrator has reason to suspect ~~they have~~ that an employee has been exposed to measles, mumps, rubella, diphtheria, pertussis, hepatitis A, or hepatitis B, unless the local health officer determines that exclusion is not necessary to protect the public’s health. The administrator may request the local health officer to

<sup>1</sup> OAR 333-019-0010 lists restrictable diseases.

<sup>2</sup> Added per OAR 333-019-1000(2).

<sup>3</sup> ~~“Communicable stage of COVID-19” means having a positive presumptive or confirmed test of COVID-19.~~

make a determination as allowed by law. If the disease is reportable, the administrator **or designee may** will report the occurrence to the local health department.

- ~~3.—~~ **A student or** An administrator shall exclude an employee if the administrator has been notified by a local public health administrator or local public health officer that the employee has had a substantial exposure to an individual with COVID-19 and exclusion is deemed necessary by same.
- ~~4.~~ 3. An employee will be excluded in such instances until such time as the **student or** employee, **respectively**, presents a certificate from a physician, a physician assistant licensed under Oregon Revised Statute (ORS) 677.505 - 677.525, a nurse practitioner licensed under ORS 678.375 - 678.390, local health department nurse or school nurse stating that the **student or** employee does not have or is not a carrier of any restrictable disease.
- ~~5.~~ 4. An **exclusion** administrator may allow attendance of an employee restricted for chickenpox, scabies, staphylococcal skin infections, streptococcal infections, diarrhea or vomiting **may be** if the restriction has been removed by a school nurse or health care provider.
- ~~6.~~ 5. More stringent exclusion standards for **students or** employees from school or work may be adopted by the local health department.
- ~~7.—~~ The district's emergency plan shall address the district's plan with respect to a declared public health emergency at the local or state level.

### Reportable Diseases Notification

1. All employees shall comply with all reporting measures adopted by the district and with all rules set forth by Oregon Health Authority, Public Health Division and the local health department.
2. An administrator may seek confirmation and assistance from the local health officer to determine the appropriate district response when the administrator is notified that an employee or a student has been exposed to a restrictable disease **which** that is also a reportable disease.
3. District staff with impaired immune responses, that are of childbearing age or some other medically fragile condition, should consult with a medical provider for additional guidance<sup>4</sup>.
4. An administrator shall determine other persons who may be informed of an employee's communicable disease, or that of a student's when a legitimate educational interest exists or for health and safety reasons, in accordance with law.

### Equipment and Training

1. The administrator or designee shall, ~~on a case-by-case basis~~, determine what equipment and/or supplies are necessary in a particular classroom or other setting in order to prevent disease transmission.
2. The administrator or designee shall consult with the district's school nurse or other appropriate health officials to provide special training in the methods of protection from disease transmission.
3. All district personnel will be instructed annually to use the proper precautions pertaining to blood and body fluid exposure per the Occupational Safety and Health Administration (OSHA). ~~(See policy EBBAA).~~

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<sup>4</sup> Refer to *Communicable Disease Guidance for Schools* published by the Oregon Health Authority and the Oregon Department of Education.

# Phoenix-Talent Schools District 4

Code: KBA-AR  
Adopted: 4/19/18  
Revised/Readopted: 9/15/22  
Orig. Code(s): KBA-AR

## Public Records Request

In compliance with Oregon law the following guidelines apply to the dissemination, inspection and examination of the public records of the district:

1. A public records request shall be submitted in writing through the superintendent's office at 401 West Fourth Street, Phoenix, Oregon.
2. Upon receipt of a written request, the district shall respond within five business days<sup>1</sup> acknowledging receipt of the request or completing<sup>2</sup> the district's response to the request. If the district provides an acknowledgment of the request, it must:
  - a. Confirm that the district is the custodian of the requested record;
  - b. Inform the requester that the district is not the custodian of the requested record; or
  - c. Notify the requester that the district is uncertain whether the district is the custodian of the requested record.
3. If the district is the custodian of the requested record, as soon as reasonably possible but not later than 10 business days after the date the district is required to acknowledge receipt of the request as described above, the district shall:
  - a. Complete its response to the public records request in accordance with ORS 192.329(2). If the district determines that a record is exempt from public disclosure, the district will include a statement to that effect and that the requester may appeal the decision pursuant to state law; or
  - b. Provide a written statement that the district is still processing the request and a reasonable estimated date by which the district expects to complete its response based on the information currently available.
4. The time periods, established by Oregon law and identified above in Section 2 or 3, will not apply to the district if compliance would be impracticable because:
  - a. The staff or volunteers<sup>3</sup> necessary to complete a response to the public records request are unavailable;

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<sup>1</sup> "Business day" means a day other than Saturday, Sunday or a legal holiday, and on which at least one paid employee of the district is scheduled to and does report to work. Business day does not include any day on which the central administration offices of the district are closed.

<sup>2</sup> The district response to a public records request will be considered complete when it complies with criteria in Oregon law (ORS 192.329).

<sup>3</sup> Staff member or volunteers who are on leave or are not scheduled to work are considered to be unavailable.

- b. Compliance would demonstrably impede the district’s ability to perform other necessary services; or
- c. Of the volume of the public records request being simultaneously processed by the district.

In these situations, the district shall, as soon as practicable and without unreasonable delay, acknowledge a public records request and complete the response to the request.

- 5. The district may request additional information or clarification from the requester for the purpose of expediting the district’s response to the request as permitted by law. If the district requests additional information or clarification, in good faith, the obligation to complete the request is suspended until the requester provides the requested information or clarification or affirmatively declines to provide the information or clarification. If the requester fails to respond within 60 days to a good faith request from the district for information or clarification, the district shall close the request.
- 6. If a copy of a public record is requested, the district will provide a single copy. If a request to inspect a public record is made and the record is maintained in a machine readable or electronic form, the custodian shall provide the record in the form requested, if available. If the public record is not available in the form requested, it will be made available in the form the record is maintained.
- 7. If a person who is a party to a civil judicial proceeding to which the district is a party or who has filed notice under Oregon Revised Statute (ORS) 30.275(5)(a) asks to inspect or to receive a copy of a public record that the person knows relates to the proceeding or notice, the individual must submit the request in writing to the designated custodian of district records and at the same time to the district’s attorney.
- 8. Information will be made available to individuals with disabilities in an accessible format upon request and advance notice. Auxiliary aids and services available to qualified persons with disabilities may include large print, Braille, audio recordings, readers, assistance in locating materials or other equally effective accommodations.
- 9. Where the labor effort exceeds 30 minutes, labor, material and out-of-pocket charges will be ~~charged~~ ~~reimbursed~~ to the ~~requester~~.  
 [{"^} Costs district. Labor will be as follows:
  - a. Clerical time: \$40 per hour;
  - b. Administrator time: \$90 per hour;
  - c. Attorney time: \$300 per hour;
  - d. Printing: ~~calculated at the hourly rate of the employee affected. Materials and out-of-pocket charges will be reimbursed at the established rate of \$.25 per page.]~~
- 10. Auxiliary aids and services for qualified persons with disabilities will be available at no additional charge.

<sup>4</sup> {ORS 192.324(7) requires the public body to include “the amounts of and the manner of calculating fees that the public body charges for responding to requests of public records.” If the district does not have other written procedures which include this required information besides a KBA-AR, add this information here. Dollar amounts should be reviewed to reflect actual district costs.}

11. If the district has informed the requester of a permitted fee, the obligation of the district to complete its response to the request is suspended until the fee has been received by the district. If the requester fails to pay the fee within 60 days of the date they were informed of the fee or fails to pay the fee within 60 days of the date on which the district informed them of the denial of the fee waiver, the district shall close the request.

Jessica King  
Executive Director  
Boys & Girls Club of the Rogue Valley

Re: Letter of Intent For Conveyance of Portion of Real Property on Colver Road in Talent  
Map and Tax Lot 381W22D 1000

Dear Ms. King:

As you know, Jackson County School District 4, also known as Phoenix-Talent School District 4 (referred to herein as “the District” and “Seller”), is interested in conveying a portion of that certain real property located on Colver Road in Talent, Oregon, legally described as map and tax lot 381W22D, Tax Lot 1000 (“the Property”) to Boys & Girls Club of the Rogue Valley (referred to herein as “BGC” and “Buyer”). The Property consists of approximately 43.09 acres, more or less, and the District has identified approximately 2.50 acres of the Property that it is willing to convey to BGC. The portion of the Property that the District is willing to convey to BGC is referred to herein as “the BGC Parcel” and its approximate location is depicted on the map attached hereto as Exhibit “A”.

The purpose of this letter is to outline the terms on which the District would be willing to convey the BGC Parcel to BGC. This letter of intent is not binding on the parties. Of course, if the terms set forth in this Letter of Intent are accepted by BGC, the transaction will require further documentation and approvals, including the preparation and execution of a binding purchase and sale agreement setting forth the specific terms and conditions of the proposed purchase and sale (the "Purchase and Sale Agreement"). Nevertheless, the execution of this letter documents the intention of the parties to proceed in good faith to complete negotiation of a mutually satisfactory Purchase and Sale Agreement consistent with this letter.

The proposed terms and conditions include, but are not limited to, the following:

**1. Consideration for Sale of BGC Parcel; Conditions of Use of BGC Parcel.**

**1.1** In light of the long-term relationship between the District and BGC, including but not limited to the significant assistance provided to the District by BGC during the COVID shutdowns and following the Almeda fire, and other good and valuable consideration provided by BGC to the District, the District would convey the BGC Parcel to BGC for the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) (“the Purchase Price”), to be paid on the Closing Date, as that term is defined in Section 4, below, of the sale of the BGC Parcel.

**1.2** Within ten (10) business days after full execution of the Purchase and Sale Agreement, BGC shall deposit with the District earnest money in the amount of TEN THOUSAND AND 00/100 DOLLARS (\$10,000.00). The earnest money may be commingled by the District with other funds of the District, will not bear interest, and will be applied toward the Purchase Price in the event that the sale of the BGC Parcel closes successfully, or returned to BGC in the event that BGC is entitled to a refund of the earnest money as provided below. The Purchase and Sale Agreement shall provide that the entirety of the earnest money is refundable to BGC at any time prior to the recording of a final plat that includes the BGC Parcel. Once the final plat has been recorded, the earnest money shall become nonrefundable unless BGC, within fifteen (15) days after recording of the plat, provides District with written notice of its intent to terminate the Purchase and Sale Agreement.

**1.3** The conveyance of the BGC Parcel to BGC by District is conditioned on the BGC Parcel being used by BGC for the operation of a BGC clubhouse or a use that is similar and serving youth. The parties intend that such a clubhouse will be constructed on the BGC Parcel within five (5) years after the Closing Date; provided, however, that if BGC demonstrates to the District’s satisfaction that due to circumstances beyond BGC’s control it is not reasonably practicable to complete construction within such 5-year period but that

significant progress has been made and BGC is continuing to diligently work towards completion, then BGC will have seven (7) years from the Closing Date in which to complete construction. The deed to the BGC Parcel to be given by the District on the Closing Date and/or a separate restrictive covenant to be executed by the District and BGC on the Closing Date and recorded contemporaneously with the deed to the BGC Parcel will include the following provisions:

**1.3.1** A reversion clause, providing that if BGC has not commenced construction of a clubhouse or similar building with at least 10,000 square feet of gross floor area of conditioned space or a use that is similar and serving youth on the parcel within five (5) years after the date that the deed is recorded in the Official Records of Jackson County, Oregon, or completed the construction within seven (7) years of such date if it is not reasonably practicable for BGC to complete construction within five (5) years, the ownership of the BGC Parcel will, at the option of the District at any time thereafter that the condition of construction has not been satisfied, revert to District, upon the payment by the District to BGC of the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) plus the actual cost of any permanent improvements made to the BGC Parcel by BGC at the time the District exercises the option. BGC shall agree not to begin construction on the BGC Parcel unless and until it has raised sufficient funds from its capital campaign and/or other sources, in an amount not less than sixty percent (60%) of the funds estimated to complete construction.

**1.3.2** A provision granting District the option to purchase the BGC Parcel from BGC, for a purchase price equal to TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) plus the actual cost of any permanent improvements made to the BGC Parcel by BGC, in the event that BGC desires to sell or otherwise convey the BGC Parcel to any third party at any time within thirty (30) years after the date that the deed is recorded in the Official Records of Jackson County, Oregon. If BGC determines that it must sell or dispose of the BGC Parcel, then BGC shall provide District with written notice of BGC's intent to market the property for sale to third parties, and District shall have ninety (90) days to elect to exercise the option granted to District to repurchase the BGC Parcel.

**1.3.3** BGC shall keep and permanently maintain appropriate records, including but not limited to bids, contracts, change orders, invoices, and payment records, documenting BGC's actual costs of construction of any permanent improvements made by BGC to the BGC Parcel. Such records shall be used to determine the amount to be paid by District to BGC in the event that District exercises its option to reacquire ownership of the BGC Parcel as provided in Sections 1.3.1 and 1.3.2, above. Copies of all such records shall be provided to District upon request.

**1.3.4** In the event that District declines to exercise its option to reacquire ownership of the BGC Parcel as provided in Sections 1.3.1 and 1.3.2, above, then BGC shall be free to sell the BGC Parcel to a third party.

**1.3.5** Upon any sale of the BGC Parcel to a purchaser other than District, BGC shall pay to District, from the proceeds of the sale, an amount equal to: (a) one-half (1/2) of the Real Market Value of the land (excluding the value of any buildings or other permanent improvements constructed by BGC) as determined by the Jackson County Assessor's Office for the real property tax year in effect on the date of the sale of the BGC Parcel, less (b) TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00). This amount shall be paid in recognition of the fact that the BGC Parcel was purchased from the District by BGC at a below market price.

## **2. Feasibility Period.**

**2.1 Feasibility Period.** BGC shall have until the Closing Date in which to conduct its due diligence of the BGC Parcel ("the Feasibility Period"), including but not limited to submission and review of any land use approvals, zoning requirements, engineering and surveys, site design reviews, and architectural plans for the building to be constructed on the BGC Parcel by BGC. The District agrees to cooperate with BGC's reasonable requests in connection with BGC's due diligence investigation and shall use its best efforts to promptly provide BGC with such information as BGC may reasonably request in connection with such due

diligence, provided that such information is within the District's possession. To permit BGC to conduct its due diligence investigation, the District will permit BGC and its agents to have reasonable access to the BGC Parcel and the Property as a whole during the Feasibility Period.

**2.2 No Preliminary Title Report or Title Insurance Provided by District.** BGC acknowledges and agrees that the District is not responsible for obtaining a preliminary title report for the BGC Parcel or the cost of any title insurance and, in the event that BGC desires to obtain a preliminary title report and/or title insurance for the BGC Parcel, BGC shall be solely responsible for all costs incurred in connection therewith. In lieu of a preliminary title report, the District agrees to provide BGC with a copy of any Subdivision Guarantee Report that the District may obtain in connection with the partition of the Property; provided, however, that BGC acknowledges and agrees that a Subdivision Guarantee Report does not insure title to the Property or the BGC Parcel.

### **3. Contingencies To Closing.**

**3.1 Contingencies.** In addition to BGC's satisfaction with its due diligence as described in Section 2, above, the closing of the conveyance of the BGC Parcel shall be further contingent upon the satisfaction or waiver of each of the following contingencies (collectively, "the Contingencies") prior to the Closing Date:

**3.1.1** The District's preparation and submission of an application to partition the Property to create the BGC Parcel and approval of the same by the City of Talent, including but not limited to final plat approval of the partition. The District intends to utilize the services of CSA Planning LTD and an Oregon Licensed Surveyor to prepare the partition application.

**3.1.2** The engineering and approval by any and all applicable local government agencies of any public improvements to be constructed on the BGC Parcel and the Property as a whole. The parties acknowledge and agree that any such improvements will either need to be actually installed or appropriately bonded in favor of the City of Talent in order to obtain final plat approval for the partition described in Section 3.1.1, above.

**3.1.3** Approval by the City of Talent of a site design review for the new building and other improvements to be constructed by BGC on the BGC Parcel. The site plan must include but is not limited to preliminary architectural, grading, utility, and landscape designs. BGC shall be responsible, at its sole cost, for the costs of preparing and submitting the site design review, including but not limited to the costs of preparing and submitting the application to the City of Talent and the costs of architects, engineers, and landscape architects utilized by BGC in connection therewith.

**3.1.4** In the event that BGC is required to obtain a zone change for its intended use of the BGC Parcel as a clubhouse or a use that is similar and serving youth, then the conveyance of the BGC Parcel is further conditioned on BGC obtaining, at its sole cost, approval for such zone change and the expiration of all appeal periods.

**3.1.5** Phoenix Talent School District will deliver a No Further Action Letter (NFA) as a condition precedent to closing. The purchase and sale agreement will provide for BGC's review and acceptance of the NFA.

**3.1.6** The negotiation and execution of an MOU or other form of agreement, on terms and conditions acceptable to District and BGC, outlining the scope and level of services to be provided by BGC to District's students on the BGC Parcel.

Although BGC will have until the Closing Date in which to approve or waive the contingencies set forth above, BGC acknowledges and agrees that unless BGC notifies the District of its intent to terminate the Purchase and Sale Agreement within fifteen (15) days after recording of the plat that includes the BGC Parcel, the earnest money will not be refunded to BGC and will be retained by the District.

**4. Closing.** Closing shall occur at such place as the parties may determine within twenty (20) calendar days after satisfaction or waiver of all the Contingencies ("the Closing Date"). After application of



the earnest money and any interest thereon, the entire remaining balance of the Purchase Price shall be due and payable, in cash or other certified funds, on the Closing Date.

**5. Land Use Approvals.** BGC acknowledges and agrees that the land use approvals, if any, it may obtain in connection with the BGC Parcel, including but not limited to any site design review and conditional use permits, will expire within one (1) year after issuance unless BGC has initiated substantial construction on the BGC Parcel within such time period or unless BGC is able to obtain an extension from the City of Talent.

**6. Purchase and Sale Agreement.** The transaction will be subject to the negotiation and execution of a definitive Purchase and Sale Agreement with terms satisfactory to the District and BGC and consistent with the terms set forth in this letter. The parties will endeavor to prepare and execute the Purchase and Sale Agreement as soon as reasonably possible after the full execution of this letter of intent.

**7. Effect of This Letter.** This letter sets forth the intent of the parties only, is not binding on the parties, and may not be relied on as the basis for a contract by estoppel or be the basis for a claim based on detrimental reliance or any other theory. The parties understand that no party shall be bound until the Purchase and Sale Agreement has been negotiated, executed, delivered, and approved by the District and BGC. The District and BGC acknowledge and agree that any business decisions either party makes in anticipation of a Purchase and Sale Agreement being executed are undertaken at the sole risk of the party making those business decisions, even if the other party is aware of, or has indicated approval of, such business decisions. Except as may otherwise be expressly set forth in this letter or the Purchase and Sale Agreement, the District and BGC will each be solely responsible for and bear their own respective expenses, including but not limited to expenses of due diligence, legal counsel, accountants and other advisors, incurred at any time in connection with pursuing or consummating the transaction described in this letter.

**8. Termination of Negotiations.** This letter may be terminated by either party by giving written notice to the other at any time prior to the full execution of a Purchase and Sale Agreement. After notice is given, this letter shall be of no further force and effect.

If this letter sets forth your intent to proceed in good faith substantially in the manner outlined in this letter, please sign a copy of this letter and return it to me. This letter of intent shall be of no further force and effect if it is not signed by Buyer and returned to Seller by the close of business on the date that is ten (10) business days from the date of delivery of this letter.

Very truly yours,

Brent Barry, Superintendent  
Jackson County School District 4

Accepted and agreed to:

**BOYS & GIRLS CLUB OF THE ROGUE VALLEY**

By: \_\_\_\_\_  
Jessica King Date  
Its Executive Director

Attachments:  
Exhibit "A" - Map Depicting Proposed Site Plan of Colver Road Property

# EXHIBIT "A" PROPOSED SITE PLAN

BGC Parcel



## COLOR KEY

	New Buildings		Synthetic turf		Trees
	Existing Buildings		Synthetic Infield		Natural Grass
	Bleachers		Decomposed Granite		Future Solar Array
	Concrete		Asphalt		Gravel

- 1. Bus Maintenance Garage
- 2. Phoenix High School Farm
- 3. 100-ft Agricultural Buffer
- 4. Irrigation Storage tanks
- 5. Well Pump House
- 6. Softball Batting Cage
- 7. Concessions Stand
- 8. Baseball Batting Cage
- 9. Restrooms
- 10. New District Restrooms & Equipment Storage
- 11. New Little League Concessions & Restrooms
- 12. New Asphalt Multi-Modal Path
- 13. Existing Neighborhood Garden
- 14. New ODP Playground
- 15. ODP Farm
- 16. Wagner Creek Road ROW Future Extension
- 17. Cross Country Path

## Proposed Site Plan



# PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

**To: Board Members**  
**From: Denise Skinner**  
**Date: September 5, 2024**  
**Re: Declaration of Surplus Items**

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The technology and facilities departments would like the following items declared as surplus.

54 high-school sized desks

716 computers (Chromebooks or Desktops) – see below

Inventory to recycle (non-functional & not repairable &/or at EOL)	Model
103	Samsung (chromebook)
125	Dell (chromebook)
106	Lenovo (chromebook)
84	HP (chromebook)
232	Title 1s (chromebook)
54	ByteSpeed (Desktop)
12	HP Z220 (Desktop)
716	Total

**Proposed 2024 OSBA Elections Calendar  
Adopted by the Board: January 19, 2024**

<b>Nomination and election of regional members of the OSBA board of directors holding odd-numbered positions</b>		
<b>August 19, 2024</b>		Notice of position vacancies, candidate information packets, and official nomination forms shall be distributed to all incumbent directors and boards in eligible regions.
<b>August 19, 2024, through September 27, 2024</b>		A school board nominating one or more of its regional board members to the OSBA board of directors must do so by formal resolution of the board and timely submission of the nomination forms to the office of the OSBA. Nominations are closed after this date.
<b>No later than October 15, 2024</b>		Official ballots are distributed to member boards in each region 30 days prior to the date of the election, but no later than October 15.
<b>No earlier than November 1, 2024</b>		Member boards are asked to vote on the candidate(s) of their choice for their region no earlier than November 1, 2024, following the conclusion of all OSBA Fall Regional Meetings.
<b>November 15, 2024, through December 15, 2024</b>		Submission of votes to OSBA. Each member board in the appropriate region shall have one vote in the regional elections for members of the OSBA board of directors. The person receiving a majority of the votes cast for any position on the OSBA board of directors shall be elected.
<b>As soon as possible</b>		In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes cast shall be declared elected.
<b>January 1, 2024</b>		Newly elected officers and regional members of the OSBA board of directors officially take office.

<b>OSBA Resolution Election</b>		
<b>No later than September 27, 2024</b>		All resolutions to be submitted to the membership for a vote must be received at the OSBA offices.
<b>No later than October 15, 2024</b>		Resolution details, along with an official ballot, will be sent to the membership.
<b>November 15, 2024, through December 15, 2024</b>		Each member board in the state shall vote in the general election on resolutions, bylaws amendments, and Legislative Policies and Priorities (even-numbered years only) using the weighted voting system outlined in the bylaws.

<b>OSBA Officer Elections</b>		
<b>September 13-15, 2024, or no later than October 31, 2024</b>		The currently seated OSBA board of directors meets to elect officers. Candidates receiving a majority of the votes cast for any officer position on the OSBA board shall be elected.

# NOMINATION FORM OSBA BOARD OF DIRECTORS REGIONAL MEMBER

Date: September 19, 2024

TO: Chris Cronin, OSBA President-Elect  
Oregon School Boards Association  
1201 Court St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
September 27, 2024**

Return this form and all candidate information forms to the OSBA office by email at [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to Oregon School Boards Association, 1201 Court St. NE, #400, Salem, OR 97301

Dear Chris Cronin:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the Southern Region, Position # 5.

## BOARD CANDIDATE INFORMATION

Name: Dawn Watson  
District/ESD/Community College: Phoenix-Talent School District #5  
Address: 4491 Pioneer Rd  
City: Medford Oregon ZIP: 97501  
E-mail: dawn.watson@phoenix.k12.or.us Phone: 541-292-3695

**This nomination was approved by official action of our board of directors at a duly called meeting on September 19, 2024.**  
**(date)**

\_\_\_\_\_  
(Board Chair signature)

Board Chair name: \_\_\_\_\_  
District: Phoenix-Talent School District #5  
Address: 401 West 4th Street  
City, State, Zip: Phoenix, OR 97535

# Phoenix-Talent Schools District 4

Code: EBC/EBCA  
Adopted: 1/14/16  
Revised/Readopted: 4/21/22  
Orig. Code: EBC/EBCA

## Emergency Procedures and Disaster Plans

See proposed new single coded version

The superintendent will develop and maintain a plan specifying procedures to be used in such emergencies as disorderly conduct, unlawful assembly, disturbances at school activities, natural disasters, fire, illness or injury of a student or staff member, and safety threats on district property. The superintendent will consult with community and county agencies while developing this plan.

The district’s Emergency Procedures Plan will meet the standards of the State Board of Education.

Copies of the Emergency Procedures Plan will be available in every school office and other strategic locations throughout the district. Parents will be informed of the district’s plan for the care of students during an emergency situation. The Board may use Oregon Revised Statute (ORS) 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.

END OF POLICY

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### Legal Reference(s):

[ORS 192.660\(2\)\(k\)](#)  
[ORS 332.107](#)  
[ORS 433.260](#)

[ORS 433.441](#)  
[OAR 437-002-0161](#)

[OAR 581-022-2030\(3\)\(c\)](#)  
[OAR 581-022-2220](#)  
[OAR 581-022-2225](#)

### Cross Reference(s):

EEAC - School Bus Safety Program  
GBE - Staff Health and Safety  
GBEB - Communicable Diseases – Staff  
JHCC - Communicable Diseases - Students

# OSBA Model Sample Policy

Code: EBC  
Adopted:

## Emergency Plan and First Aid\*\*

{Highly recommended policy. This policy informs districts about requirement for an emergency procedures plan (OAR 581-022-2225), and other minimum standards for providing emergency care to students. }

The district will maintain a comprehensive safety program for all employees and students. This program will include a plan for responding to emergency situations. The superintendent will consult with community and county agencies while developing this plan. The district’s emergency plan will meet any requirements of the State Board of Education.

Copies of the emergency plan will be available in every school office and other strategic locations throughout the district. Parents or guardians will be informed of the district’s plan.

In each district facility, procedures for handling health emergencies will be established and made known to staff. Each district facility and district vehicle will be equipped with appropriate first-aid supplies and equipment. All employees are expected to know where first-aid supplies and equipment are kept in their work areas.

Each school in the district shall have, at a minimum, at least one staff member with a current first-aid/CPR/AED card for every 60 students enrolled and who are trained annually on the district and building emergency plans. Emergency planning will include the presence of at least one staff member with a current first-aid/CPR/AED card for every 60 students for school-sponsored activities where students are present.

The district shall provide instruction to staff and students in the emergency plan and safety program.

END OF POLICY

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### Legal Reference(s):

[ORS 30.800](#)  
[ORS 192.660\(2\)\(k\)](#)  
[ORS 332.107](#)  
[ORS 433.260](#)  
[ORS 433.441](#)

[OAR 437-002-0042](#)  
[OAR 437-002-0120 - 0139](#)  
[OAR 437-002-0161](#)  
[OAR 437-002-0360](#)  
[OAR 437-002-0377](#)  
[OAR 581-022-2030\(3\)\(c\)](#)

[OAR 581-022-2220](#)  
[OAR 581-022-2225](#)  
[OAR 581-053-0003\(40\)](#)  
[OAR 581-053-0220\(3\)\(e\)\(B\)\(iii\)](#)  
[OAR 581-053-0320\(5\)\(b\)](#)  
[OAR 581-053-0420\(2\)\(f\)\(B\)](#)

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).  
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

# OSBA Model Sample Policy

Code: EBCA  
Adopted:

## Safety Threats\*\*

{Required policy. Requirement for policy comes from ORS 339.324 which outlines actions of a school district when a safety threat action has occurred.}

“Safety threat action” means a lockdown, lockout, shelter in place or evacuation that: (a) is initiated by a school in response to a safety threat; and (b) is not a planned drill.

When a school or the district initiates a safety threat action, the school or district shall issue an electronic communication as expediently as possible and not later than 24 hours after initiation of the safety threat action. The communication will be issued in culturally appropriate languages to effectively communicate with parents and guardians of students attending the school at which the safety threat action occurred.

The communication must include:

1. A general description of the issue that caused the safety threat action to be taken;
2. The duration of time the safety threat action was taken, from when the action was initiated until when it concluded;
3. Actions taken by the school or district to resolve the situation that caused the safety threat action and actions taken to protect student safety; and
4. An explanation of how the situation was resolved.

The communication shall be provided in a manner which communicates relevant facts and details as may be necessary or useful for parents and guardians to understand any potential threats to student safety, and to assist parents and guardians in helping students understand and mentally process the incident and any resulting trauma.

A communication will also be issued to employees of the school at which the safety threat action occurred, and must include the same information as above and any additional information as may be permitted by relevant confidentiality and privacy requirements.

The Board may use Oregon Revised Statute (ORS) 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.

END OF POLICY

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### Legal Reference(s):

[ORS 192.660\(2\)\(k\)](#)

[ORS 332.107](#)

[ORS 339.324](#)



# Phoenix-Talent Schools District 4

Code: EBCB  
Adopted: 1/14/16  
Revised/Readopted: 4/21/22  
Orig. Code: EBCB

## Emergency Procedure Drills and Instruction

Each administrator will conduct emergency procedure drills in accordance with the provisions of Oregon Revised Statutes (ORS) and the applicable Oregon Fire Code.

All schools are required to instruct and drill students on district emergency procedures so they that students can respond to an emergency without confusion and panic. The emergency procedures shall include drills and instruction on fires, earthquakes and safety threats. Instruction on emergency procedures fires, earthquakes and safety threats and drills for students, shall be conducted for at least 30 minutes each school month.

The first emergency evacuation drill shall be conducted within 10 days of the beginning of classes.

### Fire Emergencies

~~The district will conduct monthly fire drills. At least one fire drill will be held within the first 10 days of the school year.~~ Drills and instruction on fire emergencies shall include routes and methods of exiting the school building.

### Earthquake Emergencies

At least two drills on earthquakes shall be conducted each year.

Drills and instruction for earthquake emergencies shall include the earthquake emergency response procedure of “drop, cover and hold on” during the earthquake. When based on the evaluation of specific engineering and structural issues related to a building, the district may include additional response procedures for earthquake emergencies.

### Safety Threats

At least two drills on safety threats shall be conducted each year.

Drills and instruction on safety threats shall include procedures related to lockdown, lockout, shelter in place and evacuation and other appropriate actions to take when there is a threat to safety, and will include explanation of the district’s communication strategy following a safety threat action (See Board policy EBCA - Safety Threats\*\*).

~~[The district may provide additional instruction relating to other disasters such as flooding, drought, excessive snowfall or wildfires.]~~

~~The Board may use ORS 192.660(2)(k) to conduct an executive session to consider matters related to school safety or a plan that responds to safety threats made toward a school in the district.~~

Local units of government and state agencies associated with emergency procedures training and planning shall review the emergency procedures and assist the district with the instruction and the conducting of drills for students in these emergency procedures.

END OF POLICY

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**Legal Reference(s):**

[ORS 192.660\(2\)\(k\)](#)  
[ORS 336.071](#)

[ORS 339.324](#)  
[ORS 476.030](#)

[OAR 581-022-2225](#)

[OREGON STATE FIRE MARSHAL](#), OREGON FIRE CODE.

**Cross Reference(s):**

GBE - Staff Health and Safety



# PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Board Meeting - 6:00 PM

Thursday, October 3, 2024

In-Person at Phoenix High School

Join the Zoom Meeting:

<https://us02web.zoom.us/j/82708484906?pwd=MWWgAE9b72aRjKdqpHq2nsOJisRYRH.1>

Meeting ID: 827 0848 4906

Passcode: 010541

## AGENDA

- A. **Executive Session – 5:45 p.m. – This session is closed to the public under ORS 192.660 (2)(e)**
- B. Regular Session Call to Order - 6:00 p.m.
- C. Accentuate the Positive
- D. Citizen Comments
- E. Superintendent Report
- F. Program Report: SRO Report
- G. Consent Agenda
  1. Approval of Agenda
  2. Approval of Minutes from 9/19/24
  3. Personnel Report
- H. Information and Discussion
  1. Legislative / OSBA Update
  2. Committee Reports
  3. Division 22 Report for 23-24
  4. Review Student Representative Applications
- I. Recess
- J. Action Items
  1. Interview and Appoint Budget Committee Applicants
  2. Adopt Budget Committee Calendar for the 25-26 School Year Budget
  3. Board Policy EBBAA – Infection Control and Bloodborne Pathogens
  4. Board Policy GBEB – Communicable Diseases in Schools
- K. Review of the Next Meeting Agenda
- L. Adjournment