



BOARD MEETING DATE
January 9, 2012

FIRST READING OF SCHOOL BOARD POLICIES

POLICY ISSUE/SITUATION:

Attached are OSBA and BSD staff suggested changes presented for a first reading. The policies are:

- **BCBA** – Student Representatives to the School Board
- **BD/BDA** – Board Meetings/Regular Board Meetings
- **JECB** – Admission of Non-Resident Students

BACKGROUND INFORMATION:

Departments are continuing to work to reach compliance of the policies pertinent to their areas. During this school year we will continue to present various sets of new policy changes for review.

RECOMMENDATION:

It is recommended that the School Board review these first readings.

The Beaverton School District recognizes the diversity and worth of all individuals and groups. It is the policy of the Beaverton School District that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veterans' status, genetic information or disability in any educational programs, activities or employment.

BOARD POLICY TRACKING SHEET

Board Policy Code: BCBA	Board Policy Name: Student Representative (s) to the Board
Policy Contact: Camellia	Associated Policies/AR:

Existing Policy New Policy Internal Review OSBA Update Retire

- Legal Counsel 12/8/11
- Date for Supt. Council Discussion _____
- Board Breakfast/Lunch _____
- Date of First Board Reading 1/9/12
- Date of Second Board Reading _____

Comments

Beaverton School District

Code: BCBA
Adopted: 3/10/97
Revised:

STUDENT REPRESENTATIVE(S) TO THE BOARD

~~The Board has provided for a formalized ongoing method of communication with district students by establishing a position of student representative(s) to the Board.~~

The Board recognizes and values student input in the decision-making process. To support and encourage student voice in matters brought before the Board, the Board invites student representatives to serve as advisory members of the Board. This policy defines the roles, responsibilities, and selection procedures for student representatives to the Board.

The sStudent representative(s) shall receive notice of meetings, the agenda and the appropriate agenda materials; ~~be provided a place at the Board table;~~ and shall have the same privileges of discussion as apply to Board members. ~~The sStudent representative(s) shall not be a voting members of the Board.~~

Role and Responsibility of a Student Board Representative

Student Board Representatives will serve on the Beaverton School District Board in an advisory capacity. Their function is to express their views and the views of students from their respective high schools. When appropriate, student representatives will participate in Board discussion and will exercise a non-binding (advisory) recommendation on matters brought before the Board. Student representatives will not participate in matters brought before the Board in Executive Sessions. Students will not raise concerns related to confidentiality of student or school personnel during regular session. Student representatives may be asked to serve on Beaverton School District Board committees and/or task forces when appropriate.

~~It shall be the responsibility of the student representative(s) to represent the student body of the district to the Board and district. Additionally, student representatives shall work to increase the engagement and involvement of their high school student bodies in educational affairs.~~

Selection Procedures

Each district high school will designate a student representative to the Board using a process established at the school site. Student Board representatives must be in grades 10, 11, or 12. The term of service is one year; students may be selected to serve more than one term.

END OF POLICY

Legal Reference:
ORS 332.107

BOARD POLICY TRACKING SHEET

Board Policy Code: BD/BDA	Board Policy Name: Board Meetings/Regular Board Meetings
Policy Contact: Camellia	Associated Policies/AR:

Existing Policy New Policy Internal Review OSBA Update Retire

- Legal Counsel 12/8/11
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Comments

BOARD MEETINGS/REGULAR BOARD MEETINGS

"Meeting" means the convening of the Board as the District's governing body to make a decision or to deliberate toward a decision on any matter. The Board has the authority to act only when a quorum is present at a duly called regular or special meeting.

1. Regular Meetings

All regular and special meetings of the Board will be open to the public except as provided by law. All meetings will be held within the District boundaries. No meeting will be held at any place where discrimination or harassment of individuals or groups based on on the basis of disability, race, creed, color, sex, age or national origin is practiced. race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veterans' status and genetic information or disability is practiced.

If requested to do so at least 48 hours before a meeting is held in public, the Board shall provide an interpreter for hearing impaired persons or for other accommodations for persons with disabilities. Such 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.

~~The first regular meeting after July 1 of each year will be an organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings. The election of Board chair and vice chair will be on or before the last School Board business meeting of the year as well as establishing an annual meeting schedule for the next school year.~~

~~One regular board meeting will be held each month. The Meetings schedule will be established at the organizational meeting after July 1 but may be changed by the Board with proper notice. The purpose of each monthly meetings will be to conduct the regular Board business. The Board chair will conduct the meeting, or in his/her absence, the vice chair will conduct the meeting. If both are absent, the person with the longest period of service on the Board will conduct the meeting.~~

2. Electronic Communication

E-mail to, by, and among Board members, in their capacity as Board members, shall not be used for the purpose of discussing District business. E-mail among Board members shall be limited to 1) disseminating information, and 2) messages not involving deliberation, debate, or decision-making. E-mail 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 Superintendent to each Board member (e.g., an article on student achievement or to share a report on District progress on goals);

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 e-mail 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. E-mails on District business are governed by public records 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. Adjourned Meetings

A Board meeting may be adjourned to another time if a quorum is not present or if additional business needs to be conducted at the regular time of adjournment. The time, date and place of the adjourned meeting will be specified and appropriate notice given.

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

END OF POLICY

Legal References:

ORS 174.104

ORS 332.045 – 332.111

ORS Chapter 192

ORS 433.835 – 433.875

ORS Chapter 193

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

41 OR. ATTY. GEN. OP. 28 (1980)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29; C.F.R. Part 1630; (2006); 28 C.F.R. Part 35 (2006).

BOARD POLICY and AR TRACKING SHEET

Board Policy Code: JECB	Board Policy Name: Admission of Nonresident Students
Policy Contact: Carl	Associated Policies/AR:

Existing Policy _____ New Policy X _____ Internal Review _____ OSBA Update 9/11 UD Retire _____

POLICY

- Legal Counsel 12/15/11
- Date to Supt. Council _____
- Board Breakfast/Lunch _____
- Date of First Board Reading 1/9/12
- Date of Second Board Reading _____

ADMINISTRATIVE REGULATION (AR)

- Legal Counsel _____
- Date to Supt. Council _____

Comments

Policy submitted for first reading on 11/14/11, after discussion it was determined more work was needed.

Resubmitting policy for first reading on 1/9/12

School Board Goal for 2010 – 2015:

All students will show continuous progress toward their personal learning goals, developed in collaboration with teachers and parents, and will be prepared for post-secondary education and career success.

ADMISSION OF NON-RESIDENT STUDENTS**

The Board reserves the right to accept/reject non-resident students based upon the availability of space, resources, personnel, appropriate programs and a positive review of educational records.

The District may consider situations such as:

1. Students with unusual academic needs or abilities that can be met more readily by school services available in a non-resident school district;
2. Students living in remote areas whose school transportation can be met more conveniently and efficiently by the non-resident school district;
3. Students with unusual disciplinary or emotional problems who would have a greater ability to succeed in the environment of the non-resident school district;
4. Students whose parents move from the district during a school year; and
5. Students whose parents are employed within the non-resident district.

The District shall deny regular school admission to non-resident students who are under expulsion from another school district for a weapons policy violation. The District may deny regular school admission to non-resident students who are under expulsion from another district for reasons other than a weapons policy violation. The Superintendent may have discretion over student placement in this situation.

The District may enroll non-resident students as follows:

1. By written consent of the affected school boards. The student becomes a "resident pupil" of the attending district thereby allowing the attending district to receive state school fund monies;
2. Through the transfer process set forth below. Students admitted through this process become "resident pupils" of the attending district thereby allowing the attending district to receive State School Fund moneys;
3. By unilaterally admitting with tuition a non-resident student whereby neither district is eligible for State School Fund monies.
4. If a juvenile court determines it is in the student's best interest, a student placed in a substitute care program outside the District will continue to be considered a resident student and allowed to attend the school the student attended prior to placement. The public agency placing the student in a substitute care program will be responsible for the transportation of the student, if public agency funds are available.

Annually, by March 1, the District shall establish the number of students to whom consent for transfer will be given for the upcoming school year. The District may choose to limit the number of students accepted for transfer based on school, grade or the combination of both. The District may decide not to allow any transfers under this process.

The District may not deny consent or give priority based on race, religion, sex, sexual orientation, ethnicity, national origin, disability, terms of individual education program, income level, proficiency in the English language or athletic ability.

Applications for transfer shall be submitted no later than April 1, prior to the year of requested transfer.

If the number of students seeking *transfer* exceeds the number of *available openings* as determined by the *District*, then consent for *transfer* will be based on an equitable lottery selection process.

The District is not required to provide transportation outside the boundaries of the district. *Students admitted under this policy* will be allowed to use existing bus routes and transportation services of the district, *if space is available*. Transportation will be provided if required by federal law.

By May 1, the District shall provide written notification of *the transfer* to the school district of the student's legal residence.

END OF POLICY

Legal References:

ORS 109.056	ORS 339.141
ORS 327.006	ORS 339.250
ORS 329.485	ORS 343.221
ORS 335.090	ORS 433.267
ORS 339.115 – 339.133	

Letter Opinions, Office of the Attorney General (March 15, April 18 and June 30, 1988)
Oregon Department of Education, Memo #42-1994-95, #23-1988-89.

Proposed Process for BSD Inter-District Transfers for 2012-13

- 1/9 Beaverton School Board reviews proposal and determines action to be taken.
- Board Policy JEBC completed.
- JEBC AR will be edited.
- 1/13 Teaching and Learning will provide communication to families with 2011-12 approved transfers regarding our current grandfather agreement with Washington County districts. This agreement allows 2011-12 students with approved transfers to continue their transfer placements until the end of the level in their receiving districts; thus returning to their home schools when moving to middle or high school. Our letter would provide the parent an opportunity to indicate whether they would like to continue their placement in BSD if attending here, or in their placement out of district. This information would assist us in determining the initial potential impact on projected enrollments and capacity at Beaverton schools.
- 1/30 Identify Beaverton schools/grade levels that are open to new inter-district transfers. We will use the current in-district open enrollment data, along with feedback on building capacity from principals, to finalize slots for receiving students into Beaverton schools.
- Feb. Teaching and Learning will work with Community Involvement to provide information regarding our application process and openings to the public prior to March 1st. Venues would include our district website, school newsletters, local media, etc. This media release will clearly delineate the number of openings and specific schools/grades that are open for transfers. Information will be provided in English and Spanish.
- Teaching and Learning will develop our lottery plan (date and personnel involved) in preparation for selecting transfers into Beaverton.
- 3/1 Beaverton will announce the number of slots/locations available for the 2012-13 school year by March 1st, and applications will be available to families in English and Spanish.
- 3/1 An FAQ will be posted on our website in English and Spanish (process, school/grade levels available, sports participation under OSAA guidelines, deadlines, etc.)
- 4/1 State deadline for students to seek consent through application. However, because Beaverton School District's Spring Break occurs the last week of March, and April 1st is on Sunday, our deadline for applications will be extended through Monday, April 2nd, 4:30 p.m.
- 5/1 Deadline for Beaverton School District to provide written communication to parents, as well as other resident school districts, a student has received consent to transfer.



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HB 3681 Frequently Asked Questions

HB 3681 was enacted by the 2011 legislature and provides an additional method of school choice for Oregon students. **The bill did not remove Oregon's traditional methods of inter-district transfer, tuition and mutual district agreement. Local school districts have control over the decision of whether to accept students using any of the methods of inter-district transfer.**

IMPLEMENTATION OF HB 3681

1. When does HB 3681 take effect?

HB 3681 takes effect on January 1, 2012. Transfers using HB 3681 first apply to the 2012-2013 school year. Prior to March 1, 2012, district school boards must determine and announce the number of students they will accept via HB 3681 transfers.

2. What is the timeline of district announcements and notifications?

March 1 – School districts announce the number of students that will be accepted for the next school year.

April 1 – Deadline for students to seek consent from districts offering transfers.

May 1 – Deadline for district to provide written notice to districts of residence that a student has received consent to transfer.

Districts will make known the number of students they will accept by March 1 of each year. Districts will learn how many of their students have been accepted for transfer to other districts by May 1 of each year.

Transfers via HB 3681 must be conducted using the calendar deadlines within the bill.

3. Who determines the number of students a district/school will accept?

The local school board determines the number of students it can accept from outside the district using HB 3681. HB 3681 does not mandate the consideration of specific criteria except that the process must be nondiscriminatory. (See Question 4 and 6.)

4. How do districts determine the number of students they will accept?

Districts might consider current enrollment, future enrollment projections, budget, staffing, district goals, and local district needs. Districts have the option of announcing that they will accept no transfer students via HB 3681.

5. Does the student's district of residence have any say in whether a student can transfer under HB 3681?

Using the provisions of HB 3681, the student's district of residence does not have a say in whether the student can move to a school that has offered a transfer. If districts use the traditional method of inter-district transfer, both the sending and receiving districts agree to the transfer.

6. How does a district decide which students can transfer in?

Districts should establish district procedures about how the number of persons will be determined. If a district receives more requests than the announced number of students that will be granted transfers, the district must conduct an equitable lottery to select the students that will be granted transfers. Districts must not discriminate on the basis of race, religion, sex, sexual orientation, ethnicity, national origin, disability, terms of an individualized education program, income level, proficiency in the English language, or athletic ability.

7. What if a district has more applicants than the number of students it has announced it will accept?

The district must conduct an equitable lottery to select the students that will be granted transfers if the district has more applicants than the announced number of students that will be accepted.

8. What does an "equitable lottery process" look like?

An "equitable lottery process" provides a single random selection process that provides all interested students with equal opportunity to attend the school. One possible method would be for a district to place all names of applicants into an opaque container and have an objective party (perhaps a community member) draw names one by one to fill open transfer positions.

9. May a district offer transfers just to certain kinds of students?

No. Districts may not deny consent or give priority based on race, religion, sex, sexual orientation, ethnicity, national origin, disability, terms of an individualized education program, income level, proficiency in the English language, or athletic ability. (See also questions 10, 11, 16, and 36.)

10. Must districts give priority to or guarantee transfers for siblings?

Prioritizing siblings for enrollment is a matter for local district decision. If a district chooses to give priority status for enrollment to siblings, the district must ensure that its decisions are based on disability neutral criteria; it cannot discriminate on the basis of race, income, or disability. HB 3681(5) ". . . in no event may a sibling be given priority to any open spot in the schools of the district over any persons who reside within the district".

- 11. May a district give priority to students with current inter-district transfers or to students attending district charter schools?**
Giving priority to these students is a local district decision. Although, the district must ensure that it is not discriminating based on race, religion, sex, sexual orientation, ethnicity, national origin, disability, terms of an individualized education program, income level, proficiency in the English language, or athletic ability.
- 12. May a district that has accepted inter-district transfers via HB 3681 for a particular school year change its decision in subsequent years?**
Yes. Each year prior to March 1 a district must announce whether it will accept inter-district transfers via HB 3681. See Question 2.
- 13. Must districts announce openings at the district level? Can the district announce openings at the school or grade level?**
No, districts do not have to announce openings at the district level. Yes, districts can announce openings at the school or grade level.
- 14. If a district announces openings at the school level, do students already enrolled in the district have priority in filling those openings?**
Yes.
- 15. If a district finds after May 1 that it has additional openings for students, may it allow additional transfers via HB 3681?**
No. The calendar set in the bill is clear. The district may allow additional students to enroll using contracted inter-district transfers (where both the sending and receiving districts agree to the transfer) or using tuition.
- 16. May a district only accept students from a particular geographic area such as another school district?**
Yes. Districts may choose to limit inter-district transfers via HB 3681 to a particular geographic area.
- 17. May a district refuse to accept transfer students?**
Yes. The district may refuse students if it has specified that it will not accept inter-district transfer students or if the district has established that it will accept a certain number of students and more students express interest in enrolling in the district.
- 18. Once a student receives a transfer using HB 3681, must they renew the transfer annually as with traditional transfer process?**
No. Once a student has been accepted by a district, the student is considered a resident of the district until the student graduates from high school, is no longer required to be admitted to the schools of the school district under ORS 339.115, or enrolls in a school in a different school district.

- 19. What happens if a student accepts a transfer in May, but later decides to stay in his/her resident district?**

Students may choose to remain in their original district of residence.

- 20. Under open enrollment does the receiving district pursue truancy related to non-attending students or is there a point where this student reverts back to the responsibility of the district where they reside (such as could happen with student transfers)?**

Once a student is accepted into a district, they are the responsibility of that district. The district may choose to pursue truancy related to non-attending students until they are dropped from the enrollment through the 10-day rule. However, should a student dropped for non-attendance decide to re-enroll, his/her transfer should be upheld (see #11 above). The student, once dropped for non-attendance, may also choose to return to their district of residence.

- 21. May districts continue to allow students to enroll with paid tuition?**

Yes. If a district charges tuition to a student, the district cannot claim the student in ADM and receive state formula dollars for that student.

- 22. May districts continue to contract inter-district transfers (where both the sending and receiving districts agree)?**

Yes. Districts may continue to allow contracted inter-district transfers throughout the year depending on their district policy.

ADDITIONAL IMPLICATIONS OF HB 3681

- 23. May a district offer unlimited transfers into an online program?**

Districts may offer unlimited transfers if the online program has the capacity to provide educational services for the students. However, once enrolled, the student is considered a resident student and the district has responsibility for that student like any other. For example, if the online program turns out not to be appropriate for the student, the district may need to identify other educational services including placement in another school. The district is also responsible for Special Education.

- 24. What does HB 3681 mean for students currently attending school on an inter-district transfer?**

A student may choose to continue the current arrangement where the contract is renewed each school year. The student may choose to apply for permanent admission to the district via HB 3681. The district may give priority in a lottery to students with current inter-district transfers.

- 25. How do these inter-district transfers affect sports participation?**

Sports participation issues are the responsibility of Oregon School Activities Association (OSAA) and other interscholastic activities organizations. OSAA is

preparing to address concerns resulting from HB 3681. Districts cannot accept or decline students for transfers on the basis of sports ability.

26. How will open enrollment changes intersect with existing Charter School enrollment parameters?

It doesn't. Charter school law and individual charters dictate enrollment rules for charter schools, including the enrollment of students with disabilities (special education). HB 3681 does not change charter school law or the charters.

Charter school students have never needed an inter-district transfer agreement to enroll in a charter school. The concept of open enrollment already applies to these students—at least within the space and grade limits of the charter school. Charter school students would not be included in the number of students a district chooses to accept under HB 3681.

27. Which district provides transportation for transferring students?

Districts are responsible for transportation within their district boundaries. Districts may choose to offer transportation to students that transfer in using HB3681, but it is a district decision. This might not be the case for Special Education students (see question 37 below). Expenses incurred in transporting students are considered approved transportation costs and a portion of the expenses is reimbursable as part of the district's transportation grant from the State School Fund.

28. If transfers result in racial or socio-economic shifts in districts, will ODE or the legislature monitor or address such shifts?

The bill prohibits discrimination on the basis of race, religion, sex, sexual orientation, ethnicity, national origin, disability, terms of an individualized education program, income level, proficiency in the English language, or athletic ability. As a matter of civil rights law, districts may not accept or decline students for transfers on the basis of race, religion, sex, sexual orientation, ethnicity, national origin, disability, terms of an individualized education program, income level, proficiency in the English language, or athletic ability. Individuals with concerns may file complaints with Oregon Department of Education under existing Civil Rights rules and statutes.

29. Will there be funding to help stabilize districts who experience significant enrollment drops to allow for a "glide path" and avoid destabilizing schools?

There is no funding provided in HB 3681. However the current method of calculating extended ADMw could continue to provide a "glide path" or less dramatic decreases for some districts.

30. Home school students currently have the option to enroll in courses within their resident district, if the district permits this. Will open enrollment also apply to home school students who wish to enroll in specific courses within another district, if this already permitted within the district?

Current policy would continue as to home school students taking individual courses within their home district.

- 31. Are the Department of Human Services (DHS) and other state of Oregon agencies that make foster placements permitted to enroll students across district boundaries or will foster parents be able to make this decision?**

Current law regarding foster or agency placements is not changed by HB 3681. Foster parents could decide to seek transfers for students in their care, but would follow the same procedures as any other parent/guardian.

- 32. Are there any restrictions on marketing or recruiting students to attend a district?**

Generally, no. However, Section 6, Chapter 72, (2010 Laws) (Enrolled HB 3660) requires that “virtual public schools” must state in any marketing or promotional materials that it is a “publicly funded school.”

SPECIAL EDUCATION AND HB 3681

- 33. If a district has open enrollment but does not have room in a specific school or program, would the (receiving) district simply place this student on a waiting list for that program?**

This would be a district decision.

Would this be true for a special education student? Or would the receiving district be obliged to find services for this student in another building?

Students are admitted to the districts through the number of persons the district announces on March 1 with no regard to Special Education or other status. If a Special Education student is admitted, the district in consultation with the parent, must provide a Free Appropriate Public Education until the District adopts the existing IEP or implements a new IEP. See also OAR 581-015-2230 Transfer Students.

- 34. For students eligible for special education, at what point does the receiving district become the resident district and how will this affect the procedural obligations for placement by the district where the student resides?**

For students eligible for special education, the receiving district becomes the resident district at the same point in time as for regular education students—typically when the parent makes application and the parental resident district has no procedural obligations except to transfer records.

At this point the student is enrolled in the school they would attend if not disabled (unless the IEP of a child with a disability requires some other arrangement, the child is educated in the school that he or she would attend if not disabled). See OAR 581-015-2230 Transfer Students.

35. Is the use of the open enrollment process by a parent similar in any way to a unilateral placement?

No. A parent's decision to exercise "choice" is not synonymous with the concept of "placement" under IDEA. The open enrollment process in HB 3681 is intended to facilitate student transfers for all students between Oregon public school districts. Under IDEA, the concept of "unilateral placement" typically appears in conjunction with discussions of parental decisions to enroll a child with a disability in a private school, not in exercising parental choice related to public school options.

36. If siblings are prioritized for enrollment, and if one of the siblings has special needs/disabilities recognized under IDEA and the district does not have an appropriate placement in that school building, will the district need to develop one in the building?

Prioritizing siblings for enrollment is a matter for local district policy. If a district chooses to give priority status for enrollment to siblings, the district must ensure that its decisions are based on disability neutral criteria; it cannot discriminate on the basis of race, religion, sex, sexual orientation, ethnicity, national origin, disability, terms of an individualized education program, income level, proficiency in the English language, or athletic ability ". . . in no event may a sibling be given priority to any open spot in the schools of the district over any persons who reside within the district".

37. For special education students, will the receiving district be responsible for transportation (as they would normally) or is this a parental responsibility under open enrollment?

The bill does not change current special education law. The initial decision to transfer to a different district is the parents', subject to district policies and not an IEP decision. Once inside the attending district, a student's IEP may require that a district provide additional transportation as a related service. Otherwise, the bill provides that districts are responsible for transportation within the district boundaries. (See also Question 27.)

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