



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

**Reynolds School District  
Board of Education Regular**

June 22, 2022

7:00 PM

Virtual Meeting

I.	<b>6:00p - Executive Session</b>	<b>3</b>
	The Reynolds School Board and the Superintendent will recess into Executive Session at 6:00p, under ORS 192.660(2)(b) Personnel, ORS 192.660(2)(d) Negotiations, and ORS 192.660(2)(h) Legal Counsel. Executive Session is closed to the public.	
II.	<b>7:00p - Call to Order</b>	<b>4</b>
	A. Pledge of Allegiance	
	B. Land Acknowledgement	
	C. Consider Approval of the June 22, 2022 Agenda	
III.	<b>7:10p - Budget Hearing</b>	<b>7</b>
IV.	<b>7:15p - Board Recognition</b>	
	A. Student Recognition	9
	B. Staff Recognition	10
V.	<b>7:25p - Public to be Heard</b>	<b>11</b>
	Members of the public will address the board with comments and the board will listen only. Public Comment will be limited to 7 speakers with 3 minutes each. Forms must be turned in before the meeting start time.	
VI.	<b>7:30p - Presentation to the Board</b>	
	A. Student Outcomes: Spring Data Review	12
	B. Policy Update First Reading: JBA-GBN Sexual Harrasment	26
VII.	<b>7:50p - Board Reports</b>	<b>55</b>
	A. Board Announcements	
	i. Individual Board Members - Announcements and Reports	
	ii. Upcoming Board Meetings	
VIII.	<b>7:55p - Superintendent's Reports</b>	<b>56</b>
	A. Announcements/Reports - Dr. Danna Diaz	57
	B. Marginalized Students - Dr. Sara Hahn-Huston	70
	C. Communications Report	
	D. Financial Report	87
	E. Enrollment Report	88
IX.	<b>8:30p - Consent Agenda</b>	<b>94</b>
	A. Approval of Personnel Order	

B.	Approval of Prior Meeting Minutes	95
C.	22-23 Fee Schedules	100
D.	Policy Updates	107
i.	DJC: Bidding Requirements	109
ii.	DJG: Vendor Relations	114
X.	<b>8:35p - Action Items</b>	
A.	Resolution 2021-2022-027 Adopting the Annual Budget for Fiscal Year 2022-2023	116
B.	Resolution 2021-2022-028 Declaring, Imposing, and Categorizing Taxes for Fiscal Year 2022-2023	122
C.	REA Summer School MOU	125
XI.	<b>8:50p - Board Discussion</b>	<b>133</b>
XII.	<b>8:55p - Adjourn</b>	<b>134</b>



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To: Board of Directors  
From: Dr. Danna Diaz, Superintendent of Schools  
Prepared by: Kaylie Jeffries, Executive Assistant to the Superintendent  
**Subject: Executive Session**  
Policy: [Executive Session – BDC](#)  
Date: June 22, 2022

<b>Action</b>	<input type="checkbox"/>
<b>Report</b>	<input checked="" type="checkbox"/>

**Connection to School Board Core Beliefs and Commitments**

Safety       Equity       Instructional Practice       Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

**Summary:**

The Reynolds School Board and the Superintendent will recess into Executive Session at 6:00p, under ORS 192.660(2)(b) Personnel, ORS 192.660(2)(d) Negotiations, and ORS 192.660(2)(h) Legal Counsel.

Executive Session is closed to the public.



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To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Kaylie Jeffries, Executive Assistant to the Superintendent

**Subject: Call to Order**

Policy: [Board Meetings – BD/BDA, Conduct of Board Meetings – BDDF](#)

Date: June 22, 2022

<b>Action</b>	<input checked="" type="checkbox"/>
<b>Report</b>	<input type="checkbox"/>

**Connection to School Board Core Beliefs and Commitments**

- Safety       Equity       Instructional Practice       Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

**Summary:**

- a. Call to Order
- b. Roll Call
  - Position 1: Director Aaron Muñoz
  - Position 2: Director Spencer Chao
  - Position 3: Director Michael Reyes
  - Position 4: Director Cayle Tern
  - Position 5: Vice Chair Yesenia Delgado
  - Position 6: Chair Ana Gonzalez Muñoz
  - Position 7: Director Francisco Ibarra
- c. Pledge of Allegiance
- d. Land Use Acknowledgement

**Land Acknowledgement:**

We will open tonight’s meeting by acknowledging the traditional Indigenous inhabitants of this land. The purpose of these statements is to show respect for indigenous peoples and recognize their enduring relationship to the land. Practicing acknowledgment can also raise awareness about histories that are often suppressed or forgotten.

**Motion:**

- A. Motion Made by Board Member:
  - a. I move that the Board approve the June 22, 2022 Business Meeting Agenda as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



# Land Use Acknowledgment & Guidelines



*Approved and Apdopted on May 27, 2020*

Reynolds School District expresses our gratitude and appreciation to traditional village sites of the Multnomah, Kathlamet, Clackamas, bands of Chinook, Tualatin, Kalapuya, Molalla and many other Tribes who made their homes along the Columbia River, and which is now home to a vibrant native community representing over 400 different tribal nations.

We believe that it is our responsibility as a school district to educate our students, staff and families about the true history of colonialism and the continued need to address colonialism today. This land acknowledgement will encourage our community to reflect upon the land we are standing on and engage in conversations centered in honoring the land.

Land acknowledgments will take place in conjunction with the Pledge of Allegiance, which will be recited after the Land Use Acknowledgement, during the following times:

- School Board meetings
- District-wide community meetings
- School assemblies
- Athletic Competitions
- Parent and community school evening events

## **Land Use Acknowledgment**

We respectfully acknowledge that the land on which we are gathering today is the traditional homeland of a diverse array of indigenous tribes and bands. Multnomah County rests on traditional village sites of the Multnomah, Wasco, Cowlitz, Kathlamet, Clackamas, Bands of Chinook, Tualatin, Kalapuya, Molalla, and many other tribes who made their homes along the Columbia River, creating communities and summer encampments to harvest and use the plentiful natural resources of the area. Multnomah County is now home to a vibrant indigenous community representing over 400 different tribal nations.

We recognize Indigenous peoples as the traditional stewards of this land and acknowledge the enduring relationship between the land and the people since time immemorial. We make this acknowledgement to open a space of recognition, inclusion, and respect for our sovereign tribal partners and all indigenous students, families, and staff in our community.



*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

To: Board of Directors  
From: Dr. Danna Diaz, Superintendent of Schools  
Prepared by: Anthony Lebron, Chief Financial Officer  
**Subject: Budget Hearing**  
Policy: [Budget Adoption Procedures - DBH](#)  
Date: June 22, 2022

<b>Action</b>	<input type="checkbox"/>
<b>Report</b>	<input checked="" type="checkbox"/>

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**Connection to School Board Core Beliefs and Commitments**

- Safety     Equity     Instructional Practice     Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

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**Summary:**

ORS 294.453 requires a public hearing prior to Board adoption of the budget for the upcoming school year to receive public input. Public feedback and community participation are very important in establishing budgets. The Board will receive both virtual and written public comments. The Board will vote on the Approved Budget during the “Action Items” portion of this evening’s meeting.

**Previous Board Action:**

The Board approves the budget annually.

**Background:**

On May 5 & 12, 2022, the Superintendent, Chief Financial Officer, and Cabinet presented the District’s 2022-2023 Proposed Budget to the Budget Committee. After public comment and presentations from district staff, the Budget Committee approved the Proposed Budget as presented.

**Financial Implications:**

Not Applicable

**Alternatives:**

Not Applicable

**Staff Recommendation:**

Not Applicable

**Motion:**

Not Applicable



Reynolds School Board  
**STUDENT RECOGNITION**

June 2022

9

**William Ruiz Domínguez**





Reynolds School Board  
**STAFF RECOGNITION**

June 2022

10

**Celia Lozano**





*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Kaylie Jeffries, Executive Assistant to the Superintendent

**Subject: Public to be Heard**

Policy: [Public to be Heard – BDDH, Public Comment at Board Meetings – BDDH-AR](#)

Date: June 22, 2022

Action	<input type="checkbox"/>
Report	<input checked="" type="checkbox"/>

**Connection to School Board Core Beliefs and Commitments**

Safety     Equity     Instructional Practice     Organizational Culture

**Strategic Plan Goal Topic 1: Marginalized Students**

In order to give voice to our marginalized populations, we will remove barriers, hold high academic expectations, and elicit and honor all voices.

**Summary:**

Members of the public will address the Board with comments and the Board will listen only. The Board may choose not to address a request if it does not fall within the scope of Board Governance. Oregon law prohibits the Board from discussing specific employees or their job performance.

Those wishing to speak must complete a Public Comment Form on the RSD website.

Those providing spoken comment will be moved from attendee to panelists during the Public Comment portion of the agenda. Each speaker will have three minutes.

To: Board of Directors

From: Dr. Koreen Barreras-Brown, Chief Academic Officer

Prepared by: Rachel Aazzerah, Director of Assessment and Systems Improvement

**Subject: Presentation: End of Year Data Review**

Policy: [Academic Achievement – IK](#), [Instructional Goal – IA](#)

Date: June 22, 2022

Action	<input type="checkbox"/>
Report	<input checked="" type="checkbox"/>

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**Connection to School Board Core Beliefs and Commitments**

Safety     Equity     Instructional Practice     Organizational Culture

**Strategic Plan Goal Topic 1: Marginalized Students**

In order to give voice to our marginalized populations, we will remove barriers, hold high academic expectations, and elicit and honor all voices.

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**Summary:**

Rachel Aazzerah, Director of Assessment and Systems Improvement, will give an update on Reynold School District’s Spring STAR Assessment data, English Language Proficiency Assessment (ELPA) data, and the National Assessment of Educational Progress (Data) Transcript Audit.

**Previous Board Action:**

Not Applicable

**Background:**

Not Applicable

**Financial Implications:**

Not Applicable

**Alternatives:**

Not Applicable

**Staff Recommendation:**

Not Applicable

**Motion:**

Not Applicable



*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

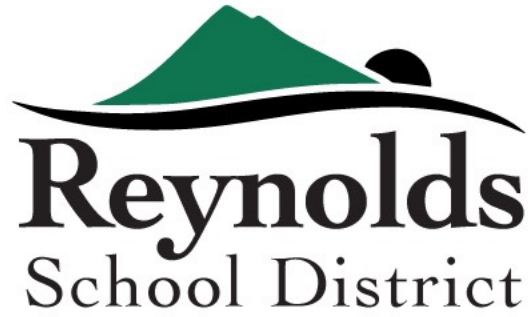
# Board Meeting: End of Year Data Review

June 22, 2022



## MISSION

We lead with equity to educate and support all students to graduate with the skills and confidence to thrive.



## VISION

As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

## CORE BELIEFS & COMMITMENTS



### SAFETY

We believe that all students, families, and staff deserve a safe and secure learning environment. We commit to providing physical and emotional safety across the Reynolds community.



### EQUITY

We believe that equitable practices allow everyone within the Reynolds community to thrive. We commit to using equity as a foundation in all decision-making processes in order to eliminate inequities.



### INSTRUCTIONAL PRACTICES

We believe that high-quality, first-time instruction will eliminate the opportunity gap. We commit to setting high expectations and providing intentional professional development for instructional leaders.



### ORGANIZATIONAL CULTURE

We believe that the heart of a high-performing organization is its people. We commit to becoming an inclusive and positive organizational culture.

# District Improvement SMART Goals 2021-2022

## STAR-Reading - 3<sup>rd</sup> Grade

- By June 2022, all 3<sup>rd</sup> grade students will increase from 22% to 30% reading at/above benchmark level, students with English Language needs will increase from 6% to 16%, and 3<sup>rd</sup> grade students who receive special education services will increase from 12% to 22% on STAR-Reading.
- By June 2022, all Black/African American 3<sup>rd</sup> grade students will increase from 19% to 27% reading at/above benchmark level and all Latinx 3<sup>rd</sup> grade students will increase from 16% to 24% reading at/above benchmark level on STAR-Reading.

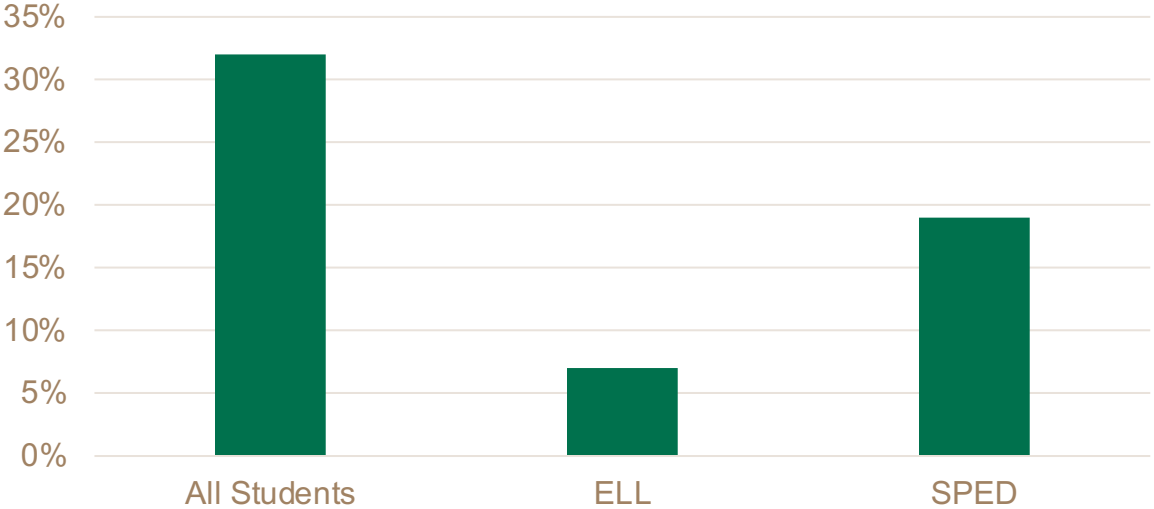
# 2022 Spring 3<sup>rd</sup> Grade STAR-Reading Proficiency District Wide

3 <sup>rd</sup> Grade Reading	Spring 2022
All Students	32%
ELL	7%
SPED	19%

Maintained the Same Percentage of Meeting from Winter 2022 to Spring 2022

\*Scoring 40<sup>th</sup> Percentile or higher on the 3<sup>rd</sup> Grade STAR Reading Assessment.

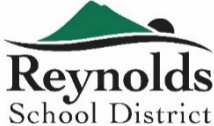
Spring 2022 3<sup>rd</sup> Grade STAR Reading Proficiency



Race	Percent Met	No. of Students Tested
American Indian or Alaska Native	*	* (100)** 16
Asian	27%	78 (100)
Black/AA	25%	65 (91)
Latinx/o/a	24%	260 (96)
Multiple	21%	42 (97)
White	44%	146 (91)

\*Less than 15 students ( ) % Participation Rate\*\*

94% Participation (Winter 2022)  
95% Participation (Spring 2022)



# End of Year Data Analysis of Meeting 3<sup>rd</sup> Grade Reading Proficiency District SMART Goals

	Fall 2021 Baseline	June 2022 Goal	Winter 2022	Spring 2022
General Education	22%	30%	32%	32%
English Language Learner	6%	16%	10%	7%
Special Education	12%	22%	24%	19%
Black/African American	19%	27%	27%	25%
Latinx/o/a	16%	24%	23%	24%

Key:	
Orange	Does Not Meet
Yellow	Met
Green	Exceeds

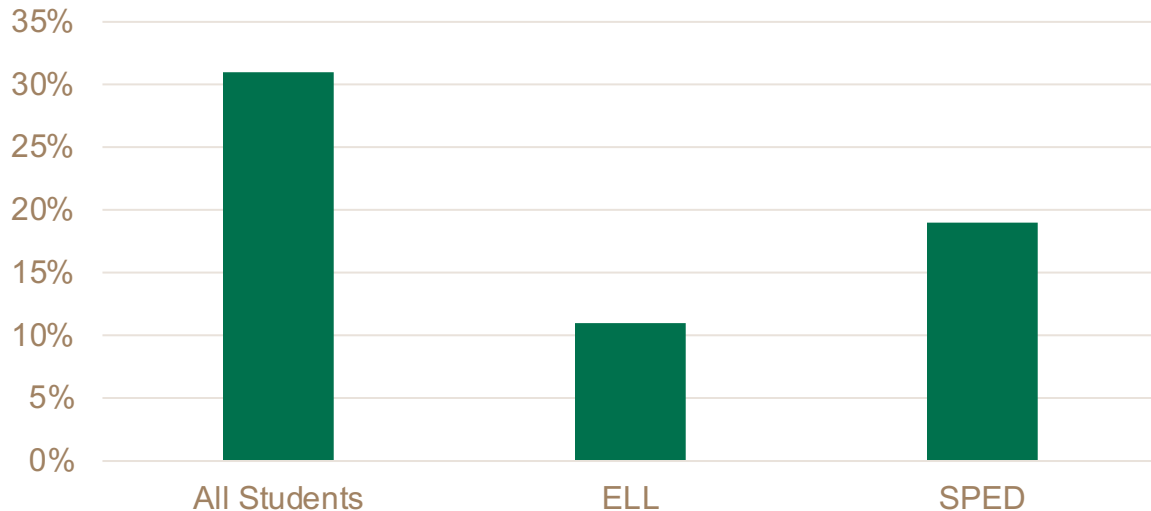


# 2022 Spring 5<sup>th</sup> Grade STAR-Math Proficiency District Wide

5 <sup>th</sup> Grade Math	Spring 2022
All Students	31%
ELL	11%
SPED	10%

\*Scoring 40<sup>th</sup> Percentile or higher on the 5<sup>th</sup> Grade STAR Math Assessment

Spring 2022 5<sup>th</sup> Grade STAR Math Proficiency



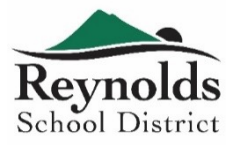
Maintained the Same Percentage of Meeting from Winter 2022 to Spring 2022

Race	Percent Met	No. of Students Tested
American Indian or Alaska Native	*	* (100)** 18
Asian	40%	80 (100)
Black/AA	29%	68 (94)
Latinx/o/a	26%	251 (96)
Multiple	23%	53 (97)
White	42%	164 (93)

\*Less than 15 students ( ) % Participation Rate\*\*

2%

94% Participation (Winter 2022)  
96% Participation (Spring 2022)



# Spanish Dual Language Immersion (Alder)

## 3<sup>rd</sup> Grade STAR-Spanish Literacy

- **Winter 2022:** 38%
- **Spring 2022:** 44%
- **Increase of 6%** (Winter-Spring)

## 5<sup>th</sup> Grade STAR-Spanish Mathematics

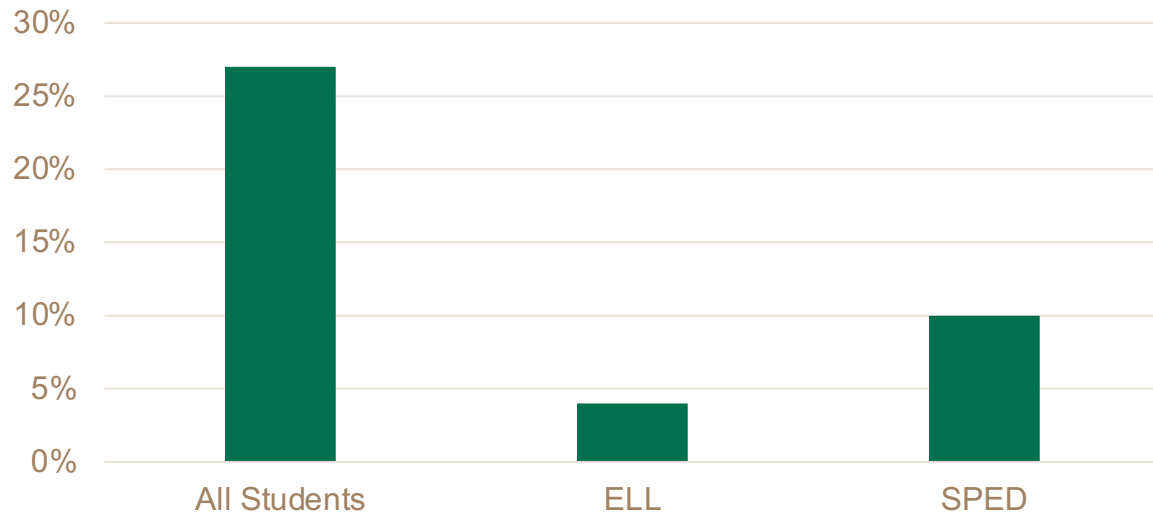
- **Fall 2022:** 38%
- **Winter 2022:** 46%
- **Spring 2022:** 54%
- **Increase of 16%** (Fall-Spring)

# 2022 Spring 8<sup>th</sup> Grade STAR-Math Proficiency District Wide

8 <sup>th</sup> Grade Reading	Spring 2022
All Students	27%
ELL	4%
SPED	10%

\*Scoring 40<sup>th</sup> Percentile or higher on the 8<sup>th</sup> Grade STAR Math Assessment.

Spring 2022 8<sup>th</sup> Grade STAR Math Proficiency



↓ 2% Overall Decrease Meeting from Winter 2022 to Spring 2022

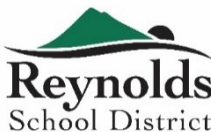
Race	Percent Met	No. of Students Tested
American Indian or Alaska Native	*	* (100)** 20
Asian	33%	70 (100)
Black	16%	51 (91)
Latinx	18%	268 (88)
Multiple	35%	29 (89)
White	42%	128 (91)

\*Less than 15 students ( ) % Participation Rate\*\*

2%



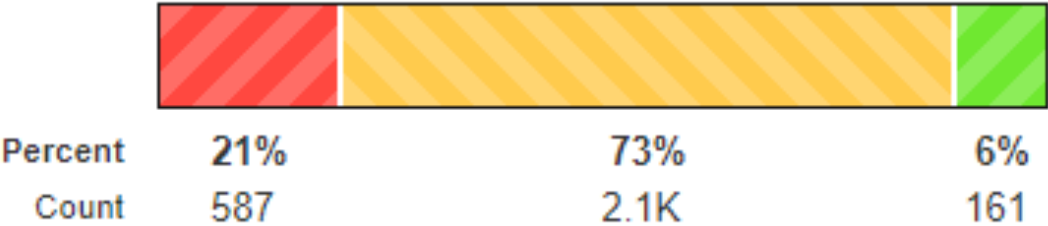
93% Participation (Winter 2022)  
91% Participation (Spring 2022)



# English Language Proficiency Assessment (ELPA) Summative 2022 (Preliminary) Proficiency Rate - District

## District

(KG, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12)

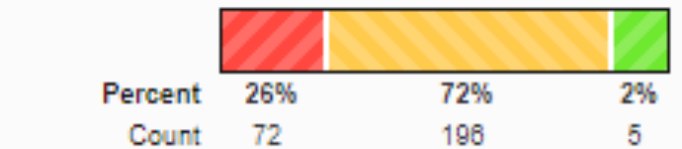


### Performance Levels

- **Emerging% :**  
 Students are Emerging when they have not yet attained a level of English language skill necessary to produce, interpret, and collaborate on grade-level content-related academic tasks in English. This is indicated on ELPA Summative by attaining a profile of Levels 1 and 2 in all four domains. Students scoring Emerging on ELPA Summative are eligible for ongoing program support.
  
- **Progressing% :**  
 Students are Progressing when, with support, they approach a level of English language skill necessary to produce, interpret, and collaborate, on grade-level content-related academic tasks in English. This is indicated on ELPA Summative by attaining a profile with one or more domain scores above Level 2 that does not meet the requirements to be Proficient. Students scoring Progressing on ELPA Summative are eligible for ongoing program support.
  
- **Proficient% :**  
 Students are Proficient when they attain a level of English language skill necessary to independently produce, interpret, collaborate on, and succeed in grade-level content-related academic tasks in English. This is indicated on ELPA Summative by attaining a profile of Level 4 or higher in all domains. Once Proficient on ELPA Summative, students can be considered for reclassification.

# ELPA Summative Proficiency— By Grade Level

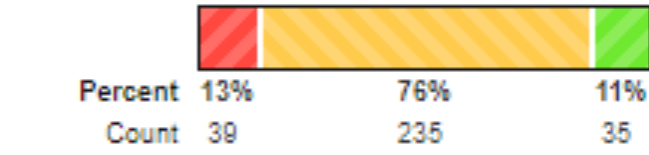
**KG**



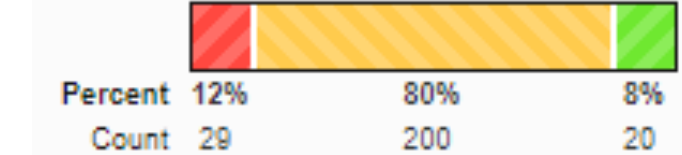
**1<sup>st</sup>**



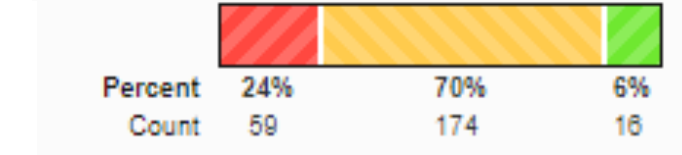
**2<sup>nd</sup>**



**3<sup>rd</sup>**



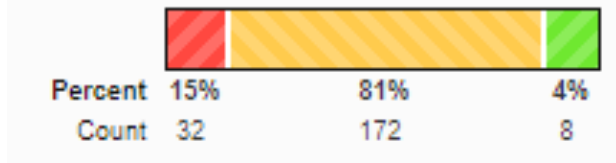
**4<sup>th</sup>**



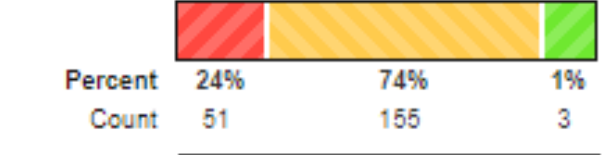
**5<sup>th</sup>**



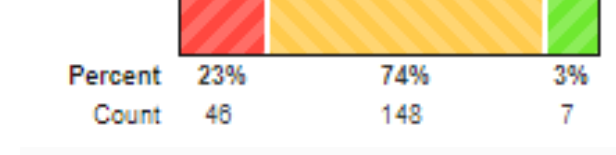
**6<sup>th</sup>**



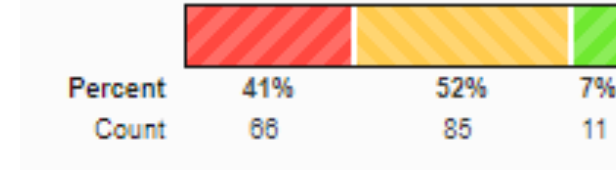
**7<sup>th</sup>**



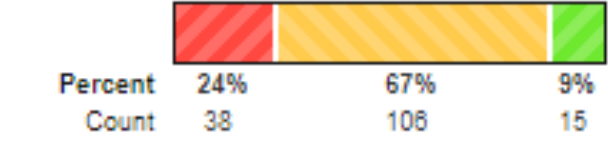
**8<sup>th</sup>**



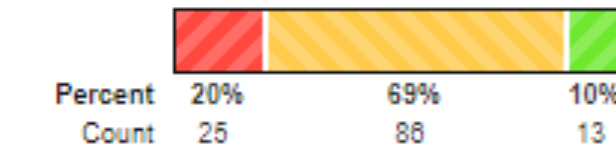
**9<sup>th</sup>**



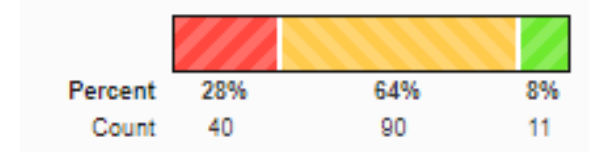
**10<sup>th</sup>**



**11<sup>th</sup>**



**12<sup>th</sup>**



# National Assessment of Educational Progress - 2019 High School Transcript Study (2019 Compared to 2009)

## Course Taking

- The number of credits earned by high school graduates in 2019 **increased**
- Grade point averages earned by high school graduates in 2019 **increased**
- The percentage of high school graduates who attained at least a midlevel curriculum **increased** in 2019

## NAEP Achievement

- Average overall high school graduates NAEP Grade 12 mathematics assessment scores **declined** in 2019
- There was **no significant change** in the average overall NAEP twelfth-grade science assessment scores in 2019

23

# Total Number of Credits Earned in 2019 (National)

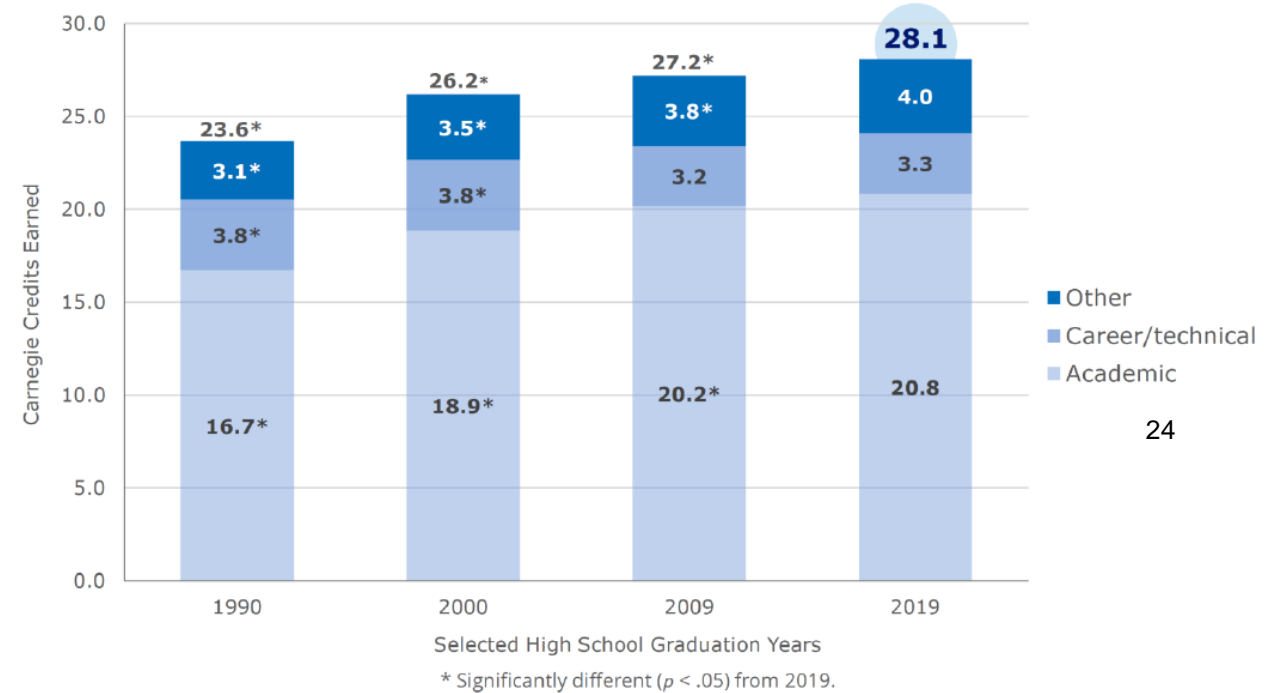
## Fast Facts:

- Nationally, the number of academic credits and other credits earned in 2019 were the highest on record, while the number of CTE credits earned in 2019 was lower than in 1990 or 2000.

## Reynolds:

- 2019-2020 Reynolds High School CTE Pathway Completer (3 or more credits) Graduates: 64 %
- 2019-2020 Reynolds High School CTE Pathway Completer- 4-Year Graduation Rates: 85%
  - \*2018-2019: 91%
- 2019-2020 Reynolds High School CTE Participants-4-Year Graduation Rates: 79%
  - \* 2018-2019: 82%

## Highest total number of credits earned in 2019: 28





Questions?



*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*



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To: Board of Directors  
From: Dr. Christopher Ortiz, Deputy Superintendent  
Prepared by: Jelena Doney, Executive Assistant to the Assistant Superintendent of District Operations  
Hank Bauer, Administrative Analyst to the Assistant Superintendent of Student & Family Services

**Subject: Sexual Harassment (JBA/GBN) – First Reading**

Policy: [Adoption and Revision of Policies – BFC](#)

Date: June 22, 2022

Action	<input checked="" type="checkbox"/>
Report	<input type="checkbox"/>

**Connection to School Board Core Beliefs and Commitments**

- Safety
- Equity
- Instructional Practice
- Organizational Culture

**Strategic Plan Goal Topic 1: Marginalized Students**

In order to give voice to our marginalized populations, we will remove barriers, hold high academic expectations, and elicit and honor all voices.

**Summary:**

Maintaining effective, clearly-written policy is a responsibility of the Board. This is a first reading of policies that need to be updated. The board may adopt policies at the second reading; or if further revisions are required, the board can adopt after a third reading.

**Previous Board Action:**

Board policies that are being reviewed were all originally revised by previous Boards.

**Background:**

In partnership with Oregon School Boards Association (OSBA), the Reynolds School District Board Policies Committee has started with Board Policies section J for updating during the full-desk re-write process. Policy JBA/GBN, Sexual Harassment was identified as a policy that has several legal requirements both in Oregon and Federally that needed to be updated to reflect the new legal requirements.

The new changes in Board Policy, JBA/GBN are required by the Board to implement in order to stay in compliance with state and federal laws.

**Financial Implications:**

Not Applicable

**Alternatives:**

The alternative is to retain the current board policies.

**Staff Recommendation:**

The Board will review the policies as presented as a first reading. Staff recommends adoption after a second reading at the July 27, 2022 Board meeting.

**Motion:**

Not applicable. This is the first reading.



Code: JBA/GBN  
 Adopted: 6/09/10  
 Revised/Readopted: 10/14/10; 9/10/14; 10/11/17  
 Orig. Code: JBA/GBN

## Sexual Harassment

(Version 1)

*(The new version (2) includes Title IX regulations and revised Oregon statute published in 2019)*

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

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

1. The conduct or communication has the purpose or effect of demanding sexual favors in exchange for benefits;
2. Submission to or rejection of the conduct or communication is used as the basis for educational decisions affecting a student or employment or assignment of staff;
3. The conduct or communication is so severe, persistent or pervasive that it has the purpose or effect of unreasonably interfering with a student’s educational performance or with an employee’s ability to perform his/her job; or creates an intimidating, offensive or hostile educational or working environment. Relevant factors to be considered will include, but not be limited to, did the individual view the environment as hostile; was it reasonable to view the environment as hostile; the nature of the conduct; how often the conduct occurred and how long it continued; age and sex of the complainant; whether the alleged harasser was in a position of power over the student or staff member subjected to the harassment; number of individuals involved; age of the alleged harasser; where the harassment occurred; and other incidents of sexual harassment at the school involving the same or other students or staff.

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

All complaints about behavior that may violate this policy shall be promptly investigated. Any student, employee or third parties who has knowledge of conduct in violation of this policy or feels he/she is a victim of sexual harassment must immediately report his/her concerns to the principal, compliance officer or superintendent, who has overall responsibility for all investigations. A student may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official. The student and the student's parents or staff member who initiated the complaint shall be notified of the findings of the investigation and, if appropriate, that remedial action has been taken.

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

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

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

The superintendent shall ensure appropriate periodic sexual harassment awareness training or information is provided to all supervisors, staff and students and that annually, the name and position of district officials responsible for accepting and managing sexual harassment complaints, business phone numbers, addresses or other necessary contact information is readily available. This policy shall be contained in the student and staff handbooks. Procedures shall be available in the policy manual, available in all schools or on the districts website. The district's policy shall be posted in all schools. Such posting shall be by a sign of at least 8-1/2 inches by 11 inches.

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

END OF POLICY

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**Legal Reference(s):**

[ORS 243.706](#)  
[ORS 332.107](#)  
[ORS 342.700](#)  
[ORS 342.704](#)  
[ORS 342.708](#)

[ORS 342.850](#)  
[ORS 342.865](#)  
[ORS 659.850](#)  
[ORS 659A.006](#)  
[ORS 659A.029](#)

[ORS 659A.030](#)  
[OAR 581-021-0038](#)  
[OAR 584-020-0040](#)  
[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).  
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).  
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).  
Gebser v. Lago Vista Indep. Sch. Dist., 524 U.S. 274 (1998).

Corrected 6/01/22

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Code: JBA/GBN-AR  
Revised/Reviewed: 6/09/10; 10/14/10; 10/11/17  
Orig. Code: JBA/GBN-AR

## Sexual Harassment Complaint Procedure

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

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

Complaints against the superintendent should be referred to the board chair on behalf of the board.

Step 2 The district official receiving the information or complaint shall promptly initiate an investigation. They will arrange such meetings as may be necessary to discuss the issue with all concerned parties within five working days after receipt of the information or complaint. All findings of the investigation, including the response of the alleged harasser, shall be reduced to writing. The district official(s) conducting the investigation shall notify the complainant in writing when the investigation is concluded. The parties will have an opportunity to submit evidence and a list of witnesses.

The date and details of notification to the complainant, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

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

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

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

related to educational programs and services may be made to the Regional Civil Rights Director, U.S. Department of Education, Office for Civil Rights, Region X, 915 2nd Ave., Room 3310, Seattle, WA 98174-1099. Additional information regarding filing of a complaint may be obtained through the principal, compliance officer or superintendent.

Complaints against the superintendent should be referred to the board chair on behalf of the board. The board chair shall present the complaint to the board. If the board decides an investigation is warranted, the board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the board. After receiving the results of the investigation, the board shall decide in open session what action, if any, is warranted.

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

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

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**SEXUAL HARASSMENT COMPLAINT FORM**

**D**  
Name of complainant: \_\_\_\_\_

Position of complainant: \_\_\_\_\_

Date of complaint: \_\_\_\_\_

Name of alleged harasser: \_\_\_\_\_

**E**  
Date and place of incident or incidents: \_\_\_\_\_

Description of misconduct: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
**L**  
Name of witnesses (if any): \_\_\_\_\_

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

Any other information: \_\_\_\_\_

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**F**

**WITNESS DISCLOSURE FORM**

Name of Witness: \_\_\_\_\_

Position of Witness: \_\_\_\_\_

Date of Testimony/Interview: \_\_\_\_\_

Description of Instance Witnessed: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any Other Information: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Corrected 6/01/22

## **Sexual Harassment** (Version 2)

The district is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the district. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The district processes complaints or reports of sexual harassment under Oregon Revised Statute (ORS) 342.700 et. al. and federal Title IX laws found in Title 34 C.F.R. Part 106. Individual complaints may require both of these procedures, and may involve additional complaint procedures.

### **General Procedures**

When information, a report or complaint regarding sexual harassment is received by the district, the district will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures should be processed simultaneously (*see* JBA/GBN-AR(1) - Sexual Harassment Complaint Procedure and JBA/GBN-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure). The district may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures.

### **OREGON DEFINITION AND PROCEDURES**

#### **Oregon Definition**

Sexual harassment of students, staff members or third parties<sup>1</sup> shall include:

1. A demand or request for sexual favors in exchange for benefits;
2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:
  - a. Interferes with a student's educational activity or program;
  - b. Interferes with a school or district staff member's ability to perform their job; or
  - c. Creates an intimidating, offensive or hostile environment.
3. Assault when sexual contact occurs without the student's, staff member's or third party's consent because the student, staff member or third party is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats.

Sexual harassment does not include conduct that is necessary because of a job duty of a school or district staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the

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<sup>1</sup> "Third party" means a person who is not a student or a school or district staff member and who is: 1) on or immediately adjacent to school grounds or district property; 2) At a school-sponsored activity or program; or 3) Off school grounds or district property if a student or a school or district staff member acts toward the person in a manner that creates a hostile environment for the person while on school or district property, or at a school- or district-sponsored activity.

conduct is not the product of sexual intent or a person finding another person, or another person’s action, offensive because of that other person’s sexual orientation or gender identity.

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

## Oregon Procedures

Reports and complaints of sexual harassment should be made to the following individual(s):

Name	Position	Phone	Email
<u>Dr. Christopher Ortiz</u>	<u>Asst Superintendent of Student &amp; Family Services</u>	<u>503-661-7200 x3223</u>	<u>ckortiz@rsd7.net</u>
<u>Lavell Wood</u>	<u>Principal – Alder Elem.</u>	<u>503-491-2722 x4840</u>	<u>lwood@rsd7.net</u>
<u>Ashley Davis</u>	<u>Principal – Davis Elem.</u>	<u>503-665-9193 x1640</u>	<u>adavis@rsd7.net</u>
<u>Lisa McDonald</u>	<u>Principal – Fairview Elem.</u>	<u>503-667-2954 x4140</u>	<u>lmcdonald@rsd7.net</u>
<u>Claudia Ramos-Tetz</u>	<u>Principal – Glenfair Elem.</u>	<u>503-491-2720 x4940</u>	<u>cramos-tetz@rsd7.net</u>
<u>Jeff Pond</u>	<u>Principal – Hartley Elem.</u>	<u>503-665-0134 x1440</u>	<u>jpond@rsd7.net</u>
<u>Natasha Jackson</u>	<u>Principal – Margaret Scott</u>	<u>503-491-2721 x4440</u>	<u>njackson@rsd7.net</u>
<u>Shelley Walker</u>	<u>Principal – Salish Ponds</u>	<u>503-492-7260 x3040</u>	<u>swalker@rsd7.net</u>
<u>Marie Marianiello</u>	<u>Principal – Sweetbriar</u>	<u>503-666-9441 x2130</u>	<u>mmarianiello@rsd7.net</u>
<u>Kirsten Letofsky</u>	<u>Principal – Troutdale</u>	<u>503-665-4182 x2211</u>	<u>kletofsky@rsd7.net</u>
<u>Adam Swientek</u>	<u>Principal – Wilkes Elem.</u>	<u>503-491-2724 x4643</u>	<u>aswientek@rsd7.net</u>
<u>Rob Robinson</u>	<u>Principal – Woodland</u>	<u>503-674-8188 x1540</u>	<u>rrobinson@rsd7.net</u>
<u>Danielle Heikkila</u>	<u>Principal – H.B. Lee Mid.</u>	<u>503-491-2723 x4040</u>	<u>dheikkila@rsd7.net</u>
<u>Sara Idle</u>	<u>Principal – Reynolds Mid.</u>	<u>503-665-8166 x3421</u>	<u>sidle@rsd7.net</u>
<u>Tanya Pruett</u>	<u>Principal – Walt Morey</u>	<u>503-491-1935 x1708</u>	<u>tpruett@rsd7.net</u>
<u>Aaron Ferguson</u>	<u>Principal – Reynolds Learn</u>	<u>503-667-4673 x3430</u>	<u>aferguson@rsd7.net</u>
<u>Wade Bakley</u>	<u>Principal – Reynolds HS</u>	<u>503-667-3186 x1004</u>	<u>wbakley@rsd7.net</u>

This individual is responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. This person is also designated as the Title IX Coordinator. *See* JBA/GBN-AR(1) - Sexual Harassment Complaint Procedure.

## Response

Any staff member who becomes aware of behavior that may violate this policy shall report to a district official. The district official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

1. Student is protected and to promote a nonhostile learning environment;
2. Staff member is protected and to promote a nonhostile work environment; or
3. Third party who is subjected to the behavior is protected and to promote a nonhostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to report their concerns to district officials, this includes officials such as the principal, compliance officer or superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

## Investigation

All reports and complaints about behavior that may violate this policy shall be investigated. The district may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;
2. Interviews with witnesses;
3. Review of video surveillance;
4. Review of written communications, including electronic communications;
5. Review of any physical evidence; and
6. Use of third-party investigator.

The district will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The district may take, but is not limited to, the following procedures and remedial action to address and stop sexual harassment:

1. Discipline of staff and students engaging in sexual harassment;
2. Development of a student safety plan;
3. Removal of third parties engaged in sexual harassment;
4. Additional supervision in activities;
5. Additional controls for district electronic systems;

6. Trainings and education for staff and students; and
7. Increased notifications regarding district procedures and resources.

When a student or staff member is harassed by a third party, the district will consider the following:

1. Removing that third party's ability to contract or volunteer with the district, or be present on district property;
2. If the third party works for an entity that contracts with the district, communicating with the third party's employer;
3. If the third party is a student of another district or school, communicate information related to the incident to the other district or school;
4. Limiting attendance at district events; and
5. Providing for additional supervision, including law enforcement if necessary, at district events.

### **No Retaliation**

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

1. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or
2. Any terms or conditions of employment or of work or educational environment of a school or district staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

### **Notice**

When a person<sup>2</sup> who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the district shall provide written notification to the following:

1. Each reporting person;
2. If appropriate, any impacted person who is not a reporting person;
3. Each reported person; and

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<sup>2</sup> Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the district should consider when to contact the person's parent.

4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include<sup>3</sup>:

1. Name and contact information for all person designated by the district to receive complaints;
2. The rights of the person that the notification is going to;
3. Information about the internal complaint processes available through the school or district that the person who filed the complaint may pursue, including the person designated for the school or district for receiving complaints and any timelines.
4. Notice that civil and criminal remedies that are not provided by the school or district may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;
5. Information about services available to the student or staff member through the school or district, including any counseling services, nursing services or peer advising;
6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;
7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:
  - a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
  - b. For the reported persons, information about and contact information for state and community-based mental health services.
8. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and
9. Prohibition of retaliation.

Notification, to the extent allowable under state and federal student confidentiality laws, must be provided when the investigation is initiated and concluded. The notification at the conclusion must include whether a violation of the policy was found to have occurred.

The notice must:

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

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<sup>3</sup> Remember confidentiality laws when providing any information.

## FEDERAL DEFINITION AND PROCEDURES

### Federal Definition

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity<sup>4</sup>;
3. "Sexual assault": an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
4. "Dating violence": violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship;
5. "Domestic Violence": felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction; or
6. "Stalking": engaging in a course of conduct directed at a specific person that would cause a reasonable person fear for the person's own safety or the safety of others, or suffer substantial emotional distress.

This definition only applies to sex discrimination occurring against a person who is a subject of this policy in the United States. A district's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX.

### Federal Procedures

The district will adopt and publish grievance procedures that provide for the prompt and equitable resolution of the student and employee complaints alleging any action that would be prohibited by this policy. *See* JBA/GBN-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure.

### Reporting

Any person may report sexual harassment. This report may be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. The report can be made at any time.

The Assistant Superintendent of Student & Family Services is designated as the Title IX Coordinator and can be contacted at 503-661-7200 x3223. The Title IX Coordinator will coordinate the district's efforts to

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<sup>4</sup> "Education program or activity" includes locations, events, or circumstances over which the recipient exercised substantial control over both the respondent and the context in which the sexual harassment occurs." (Title 34 C.F.R. § 106.44(a))

comply with its responsibilities related to this administrative regulation. The district prominently will display the contact information for the Title IX Coordinator on the district website and in each handbook.

## Response

The district will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.<sup>5</sup> The district shall treat complainants and respondents equitably by providing supportive measures<sup>6</sup> to the complainant and by following a grievance procedure<sup>7</sup> prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

The Title IX Coordinator must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes, with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.<sup>8</sup>

If after an individualized safety and risk analysis, it is determined that there is an immediate threat to the physical health or safety of any person, an emergency removal of the respondent can take place.<sup>9</sup> The district must provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. A non-student employee may also be placed on non-disciplinary administrative leave pending the grievance process.

## Notice

The district shall provide notice to all applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the following:

1. The name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator(s);
2. That the district does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX. This includes admissions and employment; and

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<sup>5</sup> (Title 34 C.F.R. §106.44(a)) Response cannot be deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

<sup>6</sup> (Title 34 C.F.R. § 106.44(a)) Supportive measures means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment.<sup>6</sup> The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures. (Title 34 C.F.R. § 99.30(a))

<sup>7</sup> This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* JBA/GBN-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

<sup>8</sup> The Title IX Coordinator may also discuss that the Title IX Coordinator has the ability to file a formal complaint.

<sup>9</sup> The district may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))

3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the district will respond.

### **No Retaliation**

Neither the district or any person may retaliate<sup>10</sup> against an individual for reporting, testifying, providing evidence, being a complainant, otherwise participating or refusing to participate in any investigation or process in accordance with this procedure. The district must keep confidential the identity of parties and participating persons, except as disclosure is allowed under Family Educational Rights and Privacy Act (FERPA), as required by law, or to carry out the proceedings herein. Complaints of retaliation may be filed using these procedures.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding does not constitute retaliation.

### **Publication**

This policy shall be made available to students, parents of students and staff members. This policy and contact information for the Title IX Coordinator shall be prominently published in the district student and staff handbooks and on the school and district websites. This policy shall also be made available at each school office and at the district office. The district shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any person upon request.

END OF POLICY

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### **Legal Reference(s):**

[ORS 243.706](#)  
[ORS 332.107](#)  
[ORS 342.700](#)  
[ORS 342.704](#)  
[ORS 342.708](#)

[ORS 342.850](#)  
[ORS 342.865](#)  
[ORS 659.850](#)  
[ORS 659A.006](#)  
[ORS 659A.029](#)

[ORS 659A.030](#)  
[OAR 581-021-0038](#)  
[OAR 584-020-0040](#)  
[OAR 584-020-0041](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).

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

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

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

Corrected 6/01/22

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<sup>10</sup> Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.



Code: JBA/GBN-AR(1)  
Revised/Reviewed:

### Oregon Sexual Harassment Complaint Procedure

Reports and complaints of sexual harassment should be made to the following individual(s):

Name	Position	Phone	Email
<u>Dr. Christopher Ortiz</u>	<u>Asst Superintendent of Student &amp; Family Services</u>	<u>503-661-7200 x3223</u>	<u>ckortiz@rsd7.net</u>
<u>Lavell Wood</u>	<u>Principal – Alder Elem.</u>	<u>503-491-2722 x4840</u>	<u>lwood@rsd7.net</u>
<u>Ashley Davis</u>	<u>Principal – Davis Elem.</u>	<u>503-665-9193 x1640</u>	<u>adavis@rsd7.net</u>
<u>Lisa McDonald</u>	<u>Principal – Fairview Elem.</u>	<u>503-667-2954 x4140</u>	<u>lmcDonald@rsd7.net</u>
<u>Claudia Ramos-Tetz</u>	<u>Principal – Glenfair Elem.</u>	<u>503-491-2720 x4940</u>	<u>cramos-tetz@rsd7.net</u>
<u>Jeff Pond</u>	<u>Principal – Hartley Elem.</u>	<u>503-665-0134 x1440</u>	<u>jpond@rsd7.net</u>
<u>Natasha Jackson</u>	<u>Principal – Margaret Scott</u>	<u>503-491-2721 x4440</u>	<u>njackson@rsd7.net</u>
<u>Shelley Walker</u>	<u>Principal – Salish Ponds</u>	<u>503-492-7260 x3040</u>	<u>swalker@rsd7.net</u>
<u>Marie Marianiello</u>	<u>Principal – Sweetbriar</u>	<u>503-666-9441 x2130</u>	<u>mmarianiello@rsd7.net</u>
<u>Kirsten Letofsky</u>	<u>Principal – Troutdale</u>	<u>503-665-4182 x2211</u>	<u>kletofsky@rsd7.net</u>
<u>Adam Swientek</u>	<u>Principal – Wilkes Elem.</u>	<u>503-491-2724 x4643</u>	<u>aswientek@rsd7.net</u>
<u>Rob Robinson</u>	<u>Principal – Woodland</u>	<u>503-674-8188 x1540</u>	<u>rrobinson@rsd7.net</u>
<u>Danielle Heikkila</u>	<u>Principal – H.B. Lee Mid.</u>	<u>503-491-2723 x4040</u>	<u>dheikkila@rsd7.net</u>
<u>Sara Idle</u>	<u>Principal – Reynolds Mid.</u>	<u>503-665-8166 x3421</u>	<u>sidle@rsd7.net</u>
<u>Tanya Pruett</u>	<u>Principal – Walt Morey</u>	<u>503-491-1935 x1708</u>	<u>tpruett@rsd7.net</u>
<u>Aaron Ferguson</u>	<u>Principal – Reynolds Learn</u>	<u>503-667-4673 x3430</u>	<u>aferguson@rsd7.net</u>
<u>Wade Bakley</u>	<u>Principal – Reynolds HS</u>	<u>503-667-3186 x1004</u>	<u>wbakley@rsd7.net</u>

The district official receiving the complaint shall issue the required written notice as outlined under Oregon Procedures in Board policy JBA/GBN - Sexual Harassment.

Step 1      P      The district official receiving the report or complaint shall promptly initiate an investigation using procedures and standards, including but not limited to, those identified in Board policy JBA/GBN - Sexual Harassment and will notify the complainant or reporting person, any impacted person who is not a reporting person (if appropriate), each reported person, and where applicable the parents of a reporting person, impacted person, or reported person, when such investigation is initiated. The official will arrange such meetings as may be necessary to discuss the issue with all concerned parties within 10 days after receipt of the report or complaint. The parties will have an opportunity to submit evidence and a list of witnesses. All findings of the investigation shall be reduced to writing. The official conducting the investigation shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law within 30 days of receipt of the report or complaint.

A copy of the required written notice(s) and the date and details of notification of the notice of investigation and results of the investigation, together with any other documentation related to the sexual harassment incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.

Step 2      If a complainant is not satisfied with the decision at Step 1, the complainant may submit a written appeal to the superintendent or designee. Such appeal must be filed within 10 working days after receipt of the Step 1 decision. The superintendent or designee will arrange such meetings with the complainant and other affected parties as deemed necessary to discuss the appeal within 5 working days of receipt of the appeal. The superintendent or designee shall provide a written decision to the complainant within 10 working days.

Step 3      If a complainant is not satisfied with the decision at Step 2, the complainant may submit a written appeal to the Board. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The Board will review the decision of the superintendent or designee in a public meeting to determine what action is appropriate. The Board may use executive session if the subject matter qualifies under Oregon law. Appropriate action may include, but is not limited to, holding a hearing, requesting additional information, and adopting the superintendent's or designee's decision. All parties involved, including the school administration, may be asked to attend a hearing for the purposes of making further explanations and clarifying the issues. The Board shall provide a written decision to the complainant within 30 working days following receipt of the appeal.

If the Board chooses not to hear the complaint, the superintendent's or designee's decision in Step 2 is final<sup>1</sup>.

The superintendent is authorized to amend these procedures (including timelines) when the superintendent feels it is necessary for the efficient handling of the complaint. Notice of any amendments will be promptly provided to the parties.

Complaints against the principal may start at Step 2 and may be filed with the superintendent or designee. The superintendent or designee will cause the required notices to be provided. The superintendent or designee will investigate the complaint and will notify the parties in writing that the investigation is

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

concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within 10 working days of receipt by the superintendent or designee, the complainant may appeal to the Board in Step 3.

Complaints against the superintendent or a Board member (other than the Board chair) may start at Step 3 and should be referred to the Board chair on behalf of the Board. The Board chair will cause required notices to be provided. The Board chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 30 days, in open session what action, if any, is warranted. The Board chair shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

Complaints against the Board chair may start at Step 3 and should be referred to the Board vice chair on behalf of the Board. The Board vice chair will cause required notices to be provided. The Board vice chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 30 days, in open session what action, if any, is warranted. The Board vice chair shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

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

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

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

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

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

**SEXUAL HARASSMENT COMPLAINT FORM**

Name of complainant: \_\_\_\_\_

Position of complainant: \_\_\_\_\_

Date of complaint: \_\_\_\_\_

Name of alleged harasser: \_\_\_\_\_

Date and place of incident or incidents: \_\_\_\_\_

Description of misconduct: \_\_\_\_\_

Name of witnesses (if any): \_\_\_\_\_

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

Any other information: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**WITNESS DISCLOSURE FORM**

Name of Witness: \_\_\_\_\_

Position of Witness: \_\_\_\_\_

Date of Testimony/Interview: \_\_\_\_\_

Description of Instance Witnessed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Any Other Information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Corrected 6/01/22

E

D



Code: JBA/GBN-AR(2)  
Adopted:

## Federal Law (Title IX) Sexual Harassment Complaint Procedure

### Additional Definitions

“Actual knowledge” means notice of sexual harassment or allegations of sexual harassment to the district’s Title IX Coordinator or any official of the district who has authority to institute corrective measures on behalf of the district, or to any employee of an elementary or secondary school.<sup>1</sup>

“Complainant” means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

“Formal complaint” means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent<sup>2</sup> and requesting that the district investigate the allegation of sexual harassment.<sup>3</sup>

“Supportive measures” means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient’s education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district’s educational environment, or deter sexual harassment.<sup>4</sup> The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures.

### Formal Complaint Procedures

Upon receipt of a formal complaint, the district will provide the parties<sup>5</sup> written notice of the following:

1. Notice of the district’s grievance process, including any informal resolution process.

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<sup>1</sup> This standard is not met when the only official with knowledge is the respondent.

<sup>2</sup> “Respondent” means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

<sup>3</sup> A complainant must be participating in or attempting to participate in the education program or activity of the district with which the formal complaint is filed.

<sup>4</sup> Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

<sup>5</sup> Parties include the complainant and the respondent, if known.

2. Notice of the allegations of sexual harassment potentially constituting sexual harassment, including sufficient details<sup>6</sup> known at the time and with sufficient time to prepare a response before any initial interview.
3. That the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility be made at the conclusion of the grievance process.
4. That the parties may have an advisor of their choice, who may be, but is not required to be, an attorney.
5. The parties may inspect and review evidence.
6. A reference to any provision in the district's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

The Title IX Coordinator will contact the complainant and the respondent to discuss supportive measures. If necessary, the Title IX Coordinator will arrange for an individualized safety and risk analysis. If necessary, a student or non-student employee may be removed or placed on leave.

### **Investigation**

The Title IX Coordinator will coordinate the district's investigation. The investigation must:

1. Include objective evaluation of all relevant evidence, including inculpatory and exculpatory evidence.
2. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the district and not on the parties.<sup>7</sup>
3. Provide an equal opportunity for the parties to present witnesses, and other inculpatory and exculpatory evidence.
4. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence.
5. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice.<sup>8</sup> The district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.

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<sup>6</sup> Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known.

<sup>7</sup> The district cannot access, consider, disclose, or otherwise use a party's records that are made of maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's capacity, and which are maintained in connection with the provision of treatment to the party, unless the district obtains the party's (or eligible student's parent's) voluntary, written consent to do so.

<sup>8</sup> In addition to an advisor, complainants and respondents may also be entitled to other accompaniment as required by law or as necessary for conducting of grievance procedures, including but not limited to translators, services for students with disabilities and parents of minor students.

6. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate.
7. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint.<sup>9</sup> Prior to completion of the investigative report, the district must send to each party and party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties must have at least 10 days to submit a written response, which the investigator will consider prior to completion of the investigative report;
8. Create an investigative report that fairly summarizes relevant evidence and is sent to each party and party's advisor in electronic format or hard copy at least 10 days prior to any hearing (if required or provided) or other time of determination of responsibility. The party and advisor will be allowed to review and provide a written response.

After the district has sent the investigative report to the parties and before reaching a determination regarding responsibility, the decision maker(s) must afford each party the opportunity to submit written, relevant questions<sup>10</sup> that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. The decision-maker(s) must explain to the party proposing the questions any decision to exclude a question as not relevant.

Credibility determinations are not based on the person's status as a complainant, respondent or witness.

No person designated as a Title IX Coordinator, investigator, decision-maker, or any person designated by the district to facilitate an informal resolution process may have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

If, in the course of an investigation, the district decides to investigate allegations about the complainant or respondent that are not included in the notice previously provided, the district must provide notice of the additional allegations to the parties whose identities are known.

At no point in the process will the district, or anyone participating on behalf of the district, require, allow, rely upon, or otherwise use questions or evidence that constitutes, or seeks disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

### **Determination of Responsibility**

The respondent must be deemed to be not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

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<sup>9</sup> This includes the evidence upon which the district does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to the investigation. The district must make all such evidence subject to the parties' inspection and review available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.

<sup>10</sup> Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the question and evidence concern specific incidents of the complainants prior sexual behavior with respect to the respondent and are offered to prove consent.

The standard to be used for formal complaints in determining whether a violation has occurred is the preponderance of the evidence<sup>11</sup> standard.

The person deciding the question of responsibility (the “decision-maker”) must be someone other than the Title IX Coordinator or the investigator(s). The decision-maker must issue a written determination which must include:

1. Identification of the allegations potentially constituting sexual harassment;
2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the district’s code of conduct to the facts;
5. A statement of, and rationale for, the result as to each allegation, including:
  - a. A determination regarding responsibility;
  - b. Any disciplinary sanctions the district imposes on the respondent; and
  - c. Whether remedies designed to restore or preserve equal access to the district’s education program or activity will be provided by the district to the complainant; and
6. The district’s procedures and permissible bases for the complainant and respondent to appeal.

The district must provide the written determination to the parties simultaneously.

The determination regarding responsibility becomes final either on the date that the recipient provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

### **Remedies**

The Title IX Coordinator is responsible for effective implementation of any remedies and/or supportive measures.

The disciplinary sanctions<sup>12</sup> may include:

1. Discipline up to and including suspension and expulsion;
2. Removal from various activities, committees, extra-curricular, positions, etc.
3. Disqualification for awards and honors;

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<sup>11</sup> A preponderance of the evidence standard is understood to mean concluding that a fact is more likely than not to be true. U.S. Department of Education, Title IX Regulations commentary, p. 1268, FN 1409.

<sup>12</sup> Districts should review any other disciplinary procedures and requirements prior to imposing any discipline, and should contact legal counsel with questions.

4. Discipline up to and including termination, in accordance with laws, agreements, contracts, handbooks, etc.<sup>13</sup>

Supportive measures **may** include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

### **Dismissal of a Formal Complaint**

The district must dismiss a formal complaint with regard to Title IX sexual harassment if the alleged conduct:

1. Would not constitute sexual harassment, even if proved;
2. Did not occur in the district's education program or activity<sup>14</sup>; or
3. Did not occur against a person in the United States.

The district may dismiss a formal complaint with regard to Title IX sexual harassment if at any time during the investigation or hearing, if provided:

1. A complainant notifies the Title IX Coordinator in writing that the complaint would like to withdraw the formal complaint or any allegations therein;
2. The respondent is no longer enrolled or employed by the district; or
3. Specific circumstances prevent the recipient from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal of a formal complaint, the district must promptly send written notice of the dismissal and the reason(s) therefor simultaneously to the parties.

**The dismissal of a formal complaint under Title IX does not preclude the district from continuing any investigation and taking action under a different process. The district may have an obligation to continue an investigation and process under a different process.**

### **Consolidation of Complaints**

The district may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by one or more complainant against one or more respondents, or by one party against another party, where the allegations of sexual harassment arise out of the same facts or circumstances.

### **Informal Resolution**

If the district receives a formal complaint, at any time prior to reaching a determination regarding responsibility, the district may offer an optional informal resolution process, provided that the district:

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<sup>13</sup> It is important to keep supportive measures separate from disciplinary sanctions. Supportive measures must be “non-disciplinary” and “non-punitive.”

<sup>14</sup> Includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs. (Title 34 C.F.R. §106.44(a))

1. Provides written notice to the parties disclosing:
  - a. The allegations;
  - b. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, provided, however, that at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and
  - c. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.
2. Obtains the parties' voluntary written consent to the informal resolution process; and
3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

### Appeals

Either party may file an appeal from a determination regarding responsibility or from a dismissal of a formal complaint, within 10 working days of the decision, on the following bases:

1. Procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; or
3. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

When an appeal is filed, the district must:

1. Notify the other party in writing;
2. Implement appeal procedures equally for both parties;
3. Ensure the decision-maker(s) for the appeal is not the same person as the decision-maker(s) who reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;
4. Ensure the decision-maker for the appeal is free from conflicts of interest and bias;
5. Give both parties a reasonable equal opportunity to submit a written statement in support of, or challenging the outcome;
6. Issue a written decision describing the result of the appeal and the rationale for the result; and
7. Provide the written decision simultaneously to both parties.

### Timelines

The district will complete the following portions of the grievance process within the specified timelines:

1. General grievance process (from receipt of formal complaint to determination of responsibility): 90 days;

2. Appeals (from receipt of appeal): 60 days;

3. Informal resolution process: 60 days.

Temporary delays of the grievance process, or limited extensions of time will be allowed for good cause<sup>15</sup> with written notice to the parties.

## Records

Records will be created and maintained in accordance with the requirements in Title 34 C.F.R. §106.45(a)(10).<sup>16</sup>

## Training

Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process must receive training on the definition of sexual harassment, the scope of the district's education program or activity, how to conduct an investigation and grievance process including hearings, appeals, and information resolution processes. The training must also include avoiding prejudgment of the facts at issue, conflicts of interest and bias.

Decision-makers must receive training on any technology to be used at a live hearing and on issues of relevance of questions and evidence, including when questions about evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.

Investigators must receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.

Materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, must not rely on sex stereotypes, must promote impartial investigations and adjudications of formal complaints of sexual harassment and must be made publicly available on the district's website.

Corrected 6/01/22

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<sup>15</sup> Good cause may include considerations such as the absence of a party, a party's advisor or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities. (Title 34 C.F.R. § 106.45(b)(1)(v))

<sup>16</sup> This includes creating a record for each investigation. This record must include:

- Supportive measures, or reasons why the response was not clearly unreasonable under the circumstances;
- Basis for the conclusion that the district's response was not deliberately indifferent; and
- What measures were taken to restore or preserve equal access to the district's educational program or activity. (Title 34 C.F.R. § 106.45(a)(10)(ii))

Most records (including training) must be retained for at least seven years.



*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Kaylie Jeffries, Executive Assistant to the Superintendent

**Subject: Board Announcements**

Policy: [Board Meetings – BD/BDA, Conduct of Board Meetings – BDDF](#)

Date: June 22, 2022

<b>Action</b>	<input type="checkbox"/>
<b>Report</b>	<input checked="" type="checkbox"/>

**Connection to School Board Core Beliefs and Commitments**

Safety     Equity     Instructional Practice     Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

**Summary:**

- a. Upcoming Board Meetings
  - i. July 27, 2022 Business Meeting - in person at Wood Village City Hall
- b. Individual Board Member Reports or Announcements

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Kaylie Jeffries, Executive Assistant to the Superintendent

**Subject: Superintendent’s Report**

Policy: [Board Meetings – BD/BDA, Conduct of Board Meetings – BDDF](#)

Date: June 22, 2022

<b>Action</b>	<input type="checkbox"/>
<b>Report</b>	<input checked="" type="checkbox"/>

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**Connection to School Board Core Beliefs and Commitments**

Safety       Equity       Instructional Practice       Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

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**Summary:**

Superintendent Diaz will provide announcements and reports to the board:

- a. Announcements / Reports - Dr. Danna Diaz
- b. Marginalized Students - Dr. Sara Hahn-Huston
- c. Communication Report - Stephanie Field
- d. Financial Report - Anthony Lebron
- e. Enrollment Report - Anthony Lebron



# Goal Performance Measures and Guardrail Smart Goals

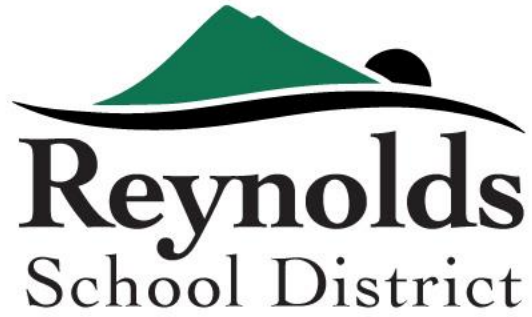
June 2022

*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*



## MISSION

We lead with equity to educate and support all students to graduate with the skills and confidence to thrive.



## VISION

As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

## CORE BELIEFS & COMMITMENTS



### SAFETY

We believe that all students, families, and staff deserve a safe and secure learning environment. We commit to providing physical and emotional safety across the Reynolds community.



### EQUITY

We believe that equitable practices allow everyone within the Reynolds community to thrive. We commit to using equity as a foundation in all decision-making processes in order to eliminate inequities.



### INSTRUCTIONAL PRACTICES

We believe that high-quality, first-time instruction will eliminate the opportunity gap. We commit to setting high expectations and providing intentional professional development for instructional leaders.



### ORGANIZATIONAL CULTURE

We believe that the heart of a high-performing organization is its people. We commit to becoming an inclusive and positive organizational culture.

# Student Outcome Goal Performance Measures

Goal 1a: Increase the percentage of 3rd grade students who receive English Language Learner services and whose scores on STAR Reading meet or exceed benchmark\* from 16% to 30% by August 2023.

Goal 1b: Increase the percentage of 3rd grade students who receive Special Education services and whose scores on STAR Reading meet or exceed benchmark\* from 22% to 34% by August 2023.

## Goal 1: 3<sup>rd</sup> Grade Reading

Goal 1c: Increase the percentage of Black/African American 3rd grade students whose scores on STAR Reading meet or exceed benchmark\* from 27% to 38% by August 2023.

Goal 1d: Increase the percentage of Latinx 3rd grade students whose scores on STAR Reading meet or exceed benchmark\* from 24% to 35% by August 2023.

# Student Outcome Goal Performance Measures

Goal 1a: Increase the percentage of 5th grade students who receive English Language Learner services and whose scores on STAR Math meet or exceed benchmark\* from 19% to 31% by August 2023.

Goal 1b: Increase the percentage of 5th grade students who receive Special Education services and whose scores on STAR Math meet or exceed benchmark\* from 20% to 32% by August 2023.

## Goal 2: 5<sup>th</sup> Grade Math

Goal 1c: Increase the percentage of Black/African American 5th grade students whose scores on STAR Math meet or exceed benchmark\* from 30% to 42% by August 2023.

Goal 1d: Increase the percentage of Latinx 5th grade students whose scores on STAR Math meet or exceed benchmark\* from 27% to 37% by August 2023.

# Student Outcome Goal Performance Measures

Goal 1a: Increase the percentage of 8<sup>th</sup> grade students who receive English Language Learner services and whose scores on STAR Math meet or exceed benchmark\* from 18% to 32% by August 2023.

Goal 1b: Increase the percentage of 8<sup>th</sup> grade students who receive Special Education services and whose scores on STAR Math meet or exceed benchmark\* from 15% to 30% by August 2023.

## **Goal 3: 8<sup>th</sup> Grade Math**

Goal 1c: Increase the percentage of Black/African American 8<sup>th</sup> grade students whose scores on STAR Math meet or exceed benchmark\* from 17% to 31% by August 2023.

Goal 1d: Increase the percentage of Latinx 8<sup>th</sup> grade students whose scores on STAR Math meet or exceed benchmark\* from 18% to 32% by August 2023.

# Student Outcome Goal Performance Measures

Goal 1a: Increase the percentage of 9<sup>th</sup> grade students who receive English Language Learner services that are on track to graduate from 52% to 62% by August 2023.

Goal 1b: Increase the percentage of 9<sup>th</sup> grade students who receive Special Education services that are on track to graduate from 49% to 59% by August 2023.

**Goal 4:  
9<sup>th</sup> Grade on Track**

Goal 1c: Increase the percentage of Black/African American 9<sup>th</sup> grade students that are on track to graduate from 53% to 63% by August 2023.

Goal 1d: Increase the percentage of Latinx 9<sup>th</sup> grade students that are on track to graduate from 39% to 48% by August 2023.

# Student Outcome Goal Performance Measures

Goal 1a: Increase the percentage of 12th grade students who receive English Language Learner services that graduate on time (4-Year Cohort) from 50% to 60% by August 2023.

Goal 1b: Increase the percentage of 12th grade students who receive Special Education services that graduate on time (4-Year Cohort ) from 52% to 62% by August 2023.

**Goal 5:  
4-Year Cohort  
Graduation Rate**

Goal 1c: Increase the percentage of Black/African American 12th grade students that graduate on time (4-Year Cohort) from 60% to 68% by August 2023.

Goal 1d: Increase the percentage of Latinx 12<sup>th</sup> grade students that graduate on time (4-Year Cohort) from 60% to 68% by August 2023.

# Superintendent Guardrail Smart Goals

## **Guardrail 1: The Superintendent shall not fail to address safety concerns from the Reynolds community.**

- By June 2023, 80% of all staff incident reports will be responded to within 48 hours.
- By Fall 2022, Reynolds School District will implement an anti-bullying campaign in order to gather baseline data to inform the Social/Emotional Curriculum Adoption.
- By June 2023, 100% of all Campus Monitors will be Mandt System trained. (Mandt Training helps to develop a culture that provides for the emotional, psychological, and physical safety for students and staff.)

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# Superintendent Guardrail Smart Goals

**Guardrail 2: The Superintendent shall not allow teacher turnover rate to increase or remain the same, specifically hard-to-fill positions.**

- By June 2023, the retention rate of certified staff will increase from 95% to 97%.
- By June 2023, the retention rate of classified staff will increase from 92% to 94%.
- By June 2023, the retention rate of BIPOC certified staff will increase from 94%<sub>65</sub> to 96%.
- By June 2023, the retention rate of BIPOC classified staff will increase from 93% to 95%.
- By June 2023, the retention rate of high needs areas certified staff will increase from 94% to 96%.
- By June 2023, the retention rate of high needs areas of classified staff will increase from 88% to 90%.

# Superintendent Guardrail Smart Goals

**Guardrail 3: The Superintendent shall not propose Board Action without first having engaged students, parents, community and staff.**

- By June 2023, Reynolds School District will increase the participation of students, families, staff and the community to participate in budget meeting decisions by 10%.
- By June 2023, Reynolds School District will increase the number of opportunities for students, families, staff and the community to participate in decision making around the Oregon Department of Education Integrated Guidance by holding a minimum of five listening sessions.

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# Superintendent Guardrail Smart Goals

**Guardrail 4: The Superintendent shall not make decisions without centering the impact on the mental well-being of students, their families and staff.**

- By June 2023, Reynolds School District will increase the percent positive on the Center for Educational Effectiveness EES-Student Survey Supportive Learning Environment 2-Year Trend from 60% to 65%.
- By June 2023, will increase the percentage of Reynolds School District students on the Healthy Teen Survey that are able to identify someone at school that they could ask for help if needed from 70% to 75%.
- By June 2023, Reynolds School District will increase the number of contacts made by School Counselors and Social Workers by 10%.

# Superintendent Guardrail Smart Goals

**Guardrail 5: The Superintendent shall not operate without examining data annually to ensure there are no inequitable impacts for students who have been marginalized.**

- By June 2023, Reynolds School District will increase the yearly attendance rate of Latinx/o/a students from 72% to 82%\*. (\*2020-2021 Data)
- By June 2023, Reynolds School District will increase the yearly attendance rate of Black/African American students from 70% to 80%.
- By June 2023, Reynolds School District will increase the percentage of Latinx/o/a students from 25% to 30% and the percentage of Black/African American students from 4% to 9% that are identified for Talented and Gifted Services (TAG).
- By June 2023, Reynolds School District will decrease the disparity between the number of Black/African American students in comparison to their peers, who are referred for major referrals by 5%.

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Questions?



*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*



# Superintendent Report

Office of Schools

Dr. Sara Hahn-Huston

*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*



# Strategic Plan Goal 1:

In order to give **voice** to our marginalized populations, we will **remove barriers**, hold **high academic expectations** and **elicit and honor all voices**.

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# Strategic Plan Goal 1: Students Who Have Been Marginalized

## Performance Objective 1: Metric 1 - Elevate Student Voice

School Leaders will create opportunities that allow voices that have been historically marginalized to be honored and elevated.

### Strategy / Action 1:

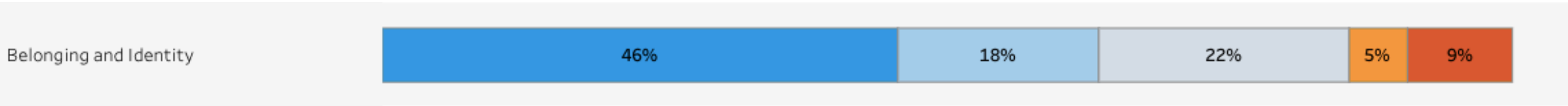
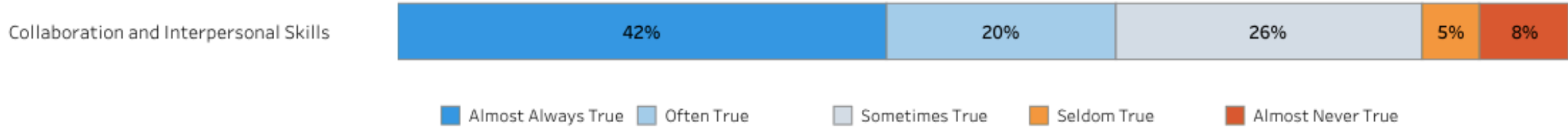
No less than three times per year, Elementary and Secondary schools will use a combination of surveys, empathy interviews, input sessions and community meetings to measure the level of equitable participation as well as the overall satisfaction of students and families. Disaggregate for Black students and families.

### Action Steps This Year 2021-22

- ✓ Parent Listening Sessions
- ✓ CEE Surveys for Students & Parents
- ✓ Surveys for Parents/Community During Principal Hiring Process
- ✓ In-person and Zoom Opportunities
- ✓ Varied times of day for meetings
- ✓ Planning Committees
- ✓ \*\*Still finalizing disaggregate data

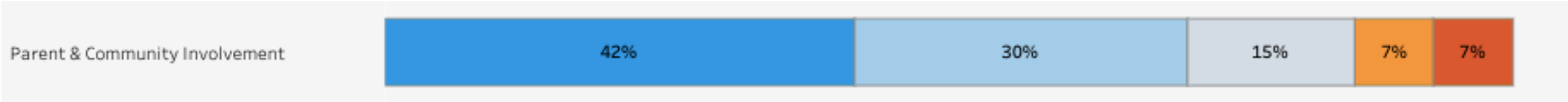
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# Student Voice

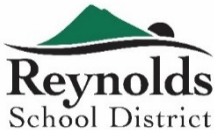


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# Parent Voice

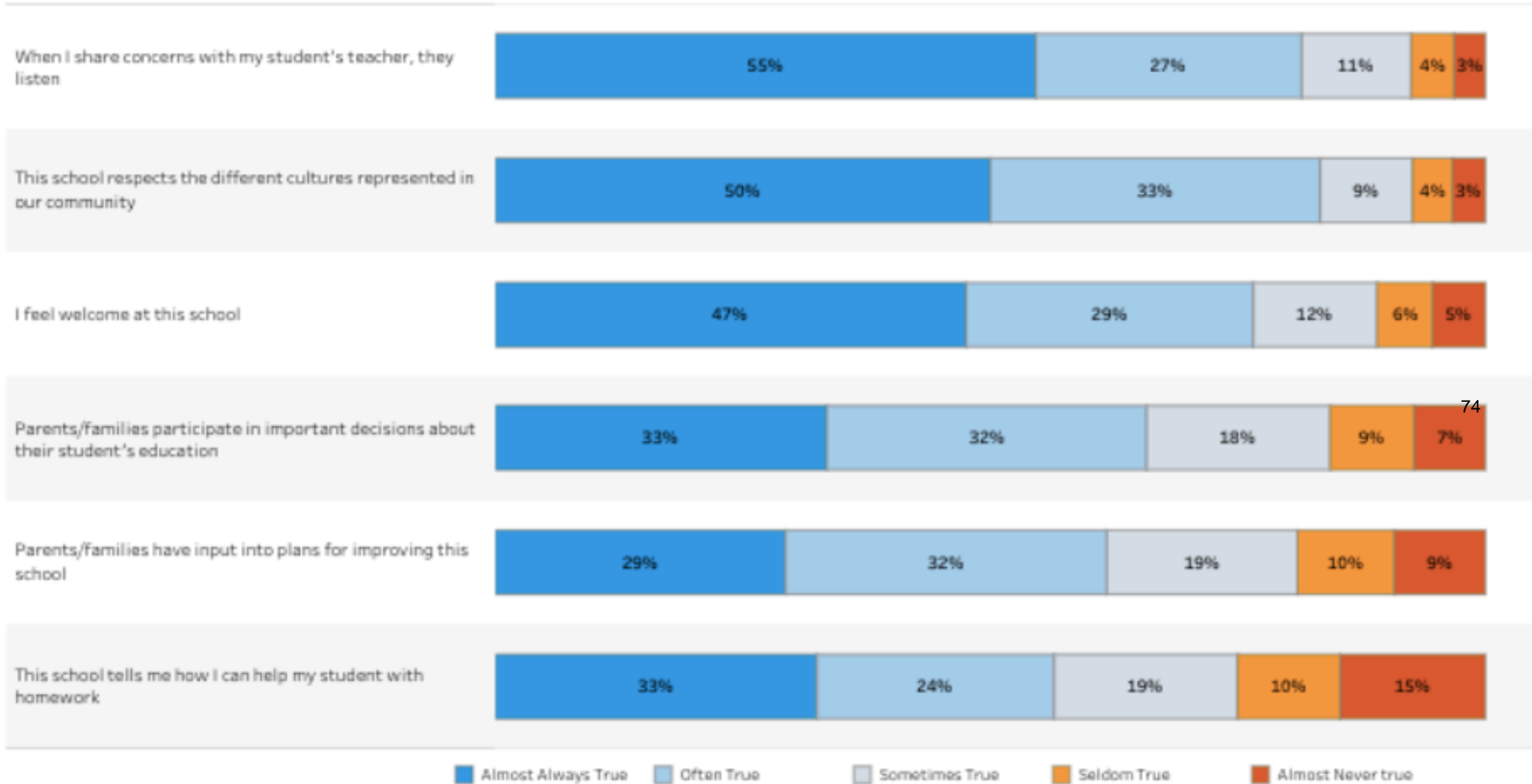


Participation Rates by Year: 2020 = 1593; 2021 = 1551; 2022 = 1346



# Parent and Community Involvement

## Parent Voice



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# Next Steps Planning for 2022-23

- Exercise Creative Ways to Engage Parents especially in decision-making efforts
- Maximize our Community Partners
- Create Opportunities for Feeder Middle School Parent Listening Sessions
- Improve Communication Pathways With Families - in Advance - with dates and various ways to engage
- Identify and Remove Barriers hindering the voices of students and parents

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## 2. School-Based Equity Teams and PLCs

**Strategy / Action 2:** School-based Equity teams and PLC teams will review the academic and perceptual data that has been collected and include in their equity team or PLC notes the data and action steps being taken in response to the data.

### Action Steps This Year 2021-22

- ✓ School-based PLC teams
- ✓ Interim Benchmark Data Review – STAR DATA
- ✓ Attendance and Behavior Data Review
- ✓ Instructional & MTSS Coach Support
- ✓ Shared Leadership

### Next Steps Planning for 2022-23

- Analysis of School PLC team process – PLC toolkit
- Integrate PLC and Equity team efforts
- Aligned Monthly Principal PLCs
- Celebrate school-based team progress and effective strategies
- Data Warehouse available soon for staff for a comprehensive approach to data review

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# 3. School Observational Visits – Cross Departmental

**Strategy / Action 3:** The Office of Schools will conduct observational visits to schools routinely and in collaboration with the Academics, Multi-lingual Ed. And Student Services Dept. to ensure key strategic initiatives, school SIP, action plan implementation, and evidence of professional learning in the area of literacy, is implemented with fidelity at all schools district-wide.

## Next Steps Planning for 2022-23

- More District-office leaders to visit schools
- System for teacher invitation for class visits
- Continue strategic support with ILT

Sara's School Walkthrough Visits / Check-ins – March through May 2022

W = Weekly (probationary principals) B = Bi-weekly (contract principals)  
 † Schedule: I have invited cabinet members to join me for some site visit days, principals will be notified in advance if a cabinet member will join us for a site visit.

	W = Weekly B = Bi-weekly	March	April	May
Hartley ES	W	Mon.@1:00 7 <sup>th</sup> , 14 <sup>th</sup> , ---, 28 <sup>th</sup>	Mon.@1:00 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup>	Mon.@1:00 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , ---
Salish Ponds ES	W	Mon.@ 2:00 7 <sup>th</sup> , 14 <sup>th</sup> , ---, 28 <sup>th</sup>	Mon.@ 2:00 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup>	Mon.@ 2:00 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , 23 <sup>rd</sup> , ---
RMS	W	Tuesdays @ 12:30 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , ---, 29 <sup>th</sup>	Tuesdays @ 12:30 5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> , 26 <sup>th</sup>	Tuesdays @ 12:30 3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> , 31 <sup>st</sup>
WMMS	B	Tuesdays @ 1:30 1 <sup>st</sup> , 15 <sup>th</sup> , 29 <sup>th</sup>	Tuesdays @ 1:30 12 <sup>th</sup> , 26 <sup>th</sup>	Tuesdays @ 1:30 10 <sup>th</sup> , 24 <sup>th</sup>
Troutdale ES	W	Tuesdays @ 2:30 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , ---, 29 <sup>th</sup>	Tuesdays @ 2:30 5 <sup>th</sup> , 12 <sup>th</sup> , 19 <sup>th</sup> , 26 <sup>th</sup>	Tuesdays @ 2:30 3 <sup>rd</sup> , 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup> , 31 <sup>st</sup>
H.B. Lee	B	Wed.@ 8:15 2 <sup>nd</sup> , 16 <sup>th</sup> , 30 <sup>th</sup>	Wed.@ 8:15 13 <sup>th</sup> , 27 <sup>th</sup>	Wed.@ 8:15 11 <sup>th</sup> , 25 <sup>th</sup>
Glenfair ES	W	Wed.@ 9:15 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , ---, 30 <sup>th</sup>	Wed.@ 9:15 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>	Wed.@ 9:15 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup>
Alder ES	W	Wed.@ 10:15 2 <sup>nd</sup> , 9 <sup>th</sup> , 16 <sup>th</sup> , ---, 30 <sup>th</sup>	Wed.@ 10:15 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>	Wed.@ 10:15 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup> , 25 <sup>th</sup>
Fairview ES	B	Wed.@ 11:15 2 <sup>nd</sup> , 16 <sup>th</sup> , 30 <sup>th</sup>	Wed.@ 11:15 13 <sup>th</sup> , 27 <sup>th</sup>	Wed.@ 11:15 11 <sup>th</sup> , 25 <sup>th</sup>
Sweetbriar ES	B	Thurs.@1:00 3 <sup>rd</sup> , ---, 31 <sup>st</sup>	Thurs.@1:00 14 <sup>th</sup> , 28 <sup>th</sup>	Thurs.@1:00 12 <sup>th</sup> , 26 <sup>th</sup>
Davis ES	B	Thurs.@ 2:00 10 <sup>th</sup> , alt.day	Thurs.@ 1:00 7 <sup>th</sup> , 21 <sup>st</sup>	Thurs.@ 1:00 5 <sup>th</sup> , 19 <sup>th</sup> (maybe ☺)
Woodland ES	B	Thurs.@ 2:00 3 <sup>rd</sup> , ---, 31 <sup>st</sup>	Thurs.@ 2:00 14 <sup>th</sup> , 28 <sup>th</sup>	Thurs.@ 2:00 12 <sup>th</sup> , 26 <sup>th</sup>
Wilkes	W	Fridays @ 9:15 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup>	Fridays @ 9:15 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 22 <sup>nd</sup> , 29 <sup>th</sup>	Fridays @ 9:15 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>
Marg. Scott ES	W	Fridays @ 10:45 4 <sup>th</sup> , 11 <sup>th</sup> , 18 <sup>th</sup>	Fridays @ 10:45 1 <sup>st</sup> , 8 <sup>th</sup> , 15 <sup>th</sup> , 22 <sup>nd</sup> , 29 <sup>th</sup>	Fridays @ 10:45 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup>
RLA	B	Fridays @ 12:30 4 <sup>th</sup> , 18 <sup>th</sup>	Fridays @ 12:30 1 <sup>st</sup> , 15 <sup>th</sup> , 29 <sup>th</sup>	Fridays @ 12:30 13 <sup>th</sup> , 27 <sup>th</sup>
RHS	B	Fridays @ 1:30 4 <sup>th</sup> , 18 <sup>th</sup>	Fridays @ 1:30 1 <sup>st</sup> , 15 <sup>th</sup> , 29 <sup>th</sup>	Fridays @ 1:30 13 <sup>th</sup> , 27 <sup>th</sup>

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## 4. & 5. SIP Timelines and Alignment

**Strategy / Action 4:** The Office of Schools will work with school admin to ensure alignment between the goals and actionable steps in their school SIPs, to district goals and strategic initiatives in the area of literacy and SIP / DIP plans have a clearly articulated implementation plan for professional development specific to culturally responsive practices.

**Strategy / Action 5:** By September 2021 the Office of Schools will establish a timeline for school admin to follow that outlines the SIP process for the year.

### Action Steps This Year 2021-22

- ✓ Monthly SIP Review
- ✓ Updates in Plan4Learning
- ✓ Presentations to the Board
- ✓ Visibility – in schools & on website
- ✓ Presentations to Colleagues & Cabinet

### Next Steps Planning for 2022-23

- Continue with Action Steps this year
- SIP timeline already completed for 2022-23
- Continued collaboration with ILT on aligned PD to support school SIPs and District Initiatives

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## 6. SIP Action Plan For Marginalized Students

**Strategy / Action 6:** The Office of Schools will ensure that each school will be responsible for including an action plan in their SIP directly related to Marginalized Students, where they identify the goal(s). Develop the action plan, evaluate the implementation of the plan and the quarterly results. Schools will determine if adjustments are needed to the plan based on quarterly results and communicate data to stakeholders and allow opportunity for input on the quarterly results of the plans. School admin will ensure that the diversity of their team represents the community they serve and disaggregate all data to evaluate for Black students and families.

### Action Steps This Year 2021-22

- ✓ School teams look at data by race – and more
- ✓ Alignment to Strategic Plan
- ✓ Inclusive of elevating voice of students / parents
- ✓ Culturally Responsive Practices - 75% of PD on Culturally Responsive Practices this year
- ✓ Intentionality with team member selection
- ✓ Vertical Alignment – through Feeder Middle School



### Next Steps Planning for 2022-23

- Continue with Action Steps from this year

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# Elementary **Reading** By Feeder Middle School

## H.B. Lee Middle School – Feeder Schools

	2 <sup>nd</sup> Grade		3 <sup>rd</sup> Grade		4 <sup>th</sup> Grade		5 <sup>th</sup> Grade	
Glenfair	18/62	29%	17/75	23%	22/61	36%	13/63	21%
Marg. Scott	20/55	36%	19/49	39%	22/50	44%	23/63	37%
Wilkes	29/71	41%	22/66	33%	17/72	24%	37/78	47%
*Alder	11/47	23%	9/60	15%	6/62	10%	6/53	11%

Number and Percent of students meeting or exceeding standard

H.B. Lee	6 <sup>th</sup> Grade		7 <sup>th</sup> Grade		8 <sup>th</sup> Grade	
	34/181	19%	43/160	27%	40/196	20%

## Reynolds Middle School – Feeder Schools

	2 <sup>nd</sup> Grade		3 <sup>rd</sup> Grade		4 <sup>th</sup> Grade		5 <sup>th</sup> Grade	
Davis	14/52	27%	11/59	19%	8/55	15%	13/48	27%
Fairview	16/49	33%	10/49	20%	18/49	37%	22/64	34%
Hartley	14/39	36%	5/53	9%	14/59	24%	15/54	28%
Salish Ponds	6/52	12%	5/39	13%	9/60	15%	15/52	29%
*Alder	11/47	23%	9/60	15%	6/62	10%	6/53	11%

RMS	6 <sup>th</sup> Grade		7 <sup>th</sup> Grade		8 <sup>th</sup> Grade	
	31/177	18%	34/184	18%	15/77	19%

## Walt Morey Middle School – Feeder Schools

	2 <sup>nd</sup> Grade		3 <sup>rd</sup> Grade		4 <sup>th</sup> Grade		5 <sup>th</sup> Grade	
Sweetbriar	19/44	43%	24/42	57%	30/45	67%	23/50	46%
Troutdale	20/45	44%	20/45	44%	35/59	59%	30/53	57%
Woodland	12/68	18%	22/54	41%	20/53	38%	15/62	24%

Walt Morey	6 <sup>th</sup> Grade		7 <sup>th</sup> Grade		8 <sup>th</sup> Grade	
	86/191	45%	64/170	38%	72/186	39%

# Middle and High School **Reading** Snap Shot

Number and Percent of students meeting or exceeding standard

H.B. Lee	6th Grade		7th Grade		8 <sup>th</sup> Grade	
	34/181	19%	43/160	27%	40/196	20%

RMS	6th Grade		7th Grade		8 <sup>th</sup> Grade	
	31/177	18%	34/184	18%	15/77	19%

Walt Morey	6th Grade		7th Grade		8 <sup>th</sup> Grade	
	86/191	45%	64/170	38%	72/186	39%

RHS	9th Grade		10th Grade	
	150/475	32%	140/455	31%

RLA	-----		10th Grade	
	---	---	6/23	26%

# Elementary **Math** By Feeder Middle School

## H.B. Lee Middle School – Feeder Schools

	2 <sup>nd</sup> Grade		3 <sup>rd</sup> Grade		4 <sup>th</sup> Grade		5 <sup>th</sup> Grade	
Glenfair	17/60	28%	22/76	29%	21/61	34%	15/66	23%
Marg. Scott	27/55	49%	17/49	35%	20/50	40%	23/63	37%
Wilkes	29/71	41%	20/61	33%	24/72	33%	31/79	39%
*Alder	3/62	5%	5/56	9%	12/63	19%	10/54	19%

Number and Percent of students meeting or exceeding standard

H.B. Lee	6 <sup>th</sup> Grade		7 <sup>th</sup> Grade		8 <sup>th</sup> Grade	
	29/171	17%	53/176	30%	36/191	19%

## Reynolds Middle School – Feeder Schools

	2 <sup>nd</sup> Grade		3 <sup>rd</sup> Grade		4 <sup>th</sup> Grade		5 <sup>th</sup> Grade	
Davis	8/58	14%	12/57	31%	11/57	19%	11/52	21%
Fairview	17/49	35%	6/47	13%	16/48	33%	23/65	35%
Hartley	13/41	32%	12/52	23%	15/59	25%	20/54	37%
Salish Ponds	9/58	16%	5/42	12%	9/59	15%	13/56	23%
*Alder	3/62	5%	5/56	9%	12/63	19%	10/54	19%

RMS	6 <sup>th</sup> Grade		7 <sup>th</sup> Grade		8 <sup>th</sup> Grade	
	33/149	22%	47/169	28%	46/207	22%

## Walt Morey Middle School – Feeder Schools

	2 <sup>nd</sup> Grade		3 <sup>rd</sup> Grade		4 <sup>th</sup> Grade		5 <sup>th</sup> Grade	
Sweetbriar	29/44	66%	25/43	58%	19/45	42%	20/49	41%
Troutdale	18/46	39%	24/45	53%	33/59	56%	33/55	37%
Woodland	11/69	16%	18/55	33%	15/52	29%	15/63	24%

Walt Morey	6 <sup>th</sup> Grade		7 <sup>th</sup> Grade		8 <sup>th</sup> Grade	
	83/190	44%	51/168	30%	78/185	42%

# Middle and High School **Math** Snap Shot

Number and Percent of students meeting or exceeding standard

<b>H.B. Lee</b>	<b>6th Grade</b>		<b>7th Grade</b>		<b>8<sup>th</sup> Grade</b>	
	29/171	<b>17%</b>	53/176	<b>30%</b>	36/191	<b>19%</b>

<b>RMS</b>	<b>6th Grade</b>		<b>7th Grade</b>		<b>8<sup>th</sup> Grade</b>	
	33/149	<b>22%</b>	47/169	<b>28%</b>	46/207	<b>22%</b>

<b>Walt Morey</b>	<b>6th Grade</b>		<b>7th Grade</b>		<b>8<sup>th</sup> Grade</b>	
	83/190	<b>44%</b>	51/168	<b>30%</b>	78/185	<b>42%</b>

<b>RHS</b>	<b>9th Grade</b>		<b>10th Grade</b>	
	172/453	<b>38%</b>	140/400	<b>35%</b>

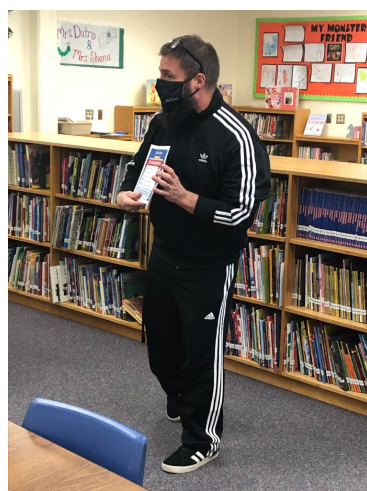
<b>RLA</b>	-----		<b>10th Grade</b>	
	---	---	7/25	<b>28%</b> <sup>83</sup>

# Bringing the 2021-22 School Year to a Close

## June Principal Meeting

- School Admin Teams Presented to Colleagues and Cabinet
- Focus of Presentations included:
  - How We Did on Reaching Our [School] SIP Goals
  - Equity with Access, Opportunity and Inclusion – Reviewing Master Schedules
  - Considerations for the Upcoming School Year
  - Proud 2021-22 Moments in Pictures

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Questions?



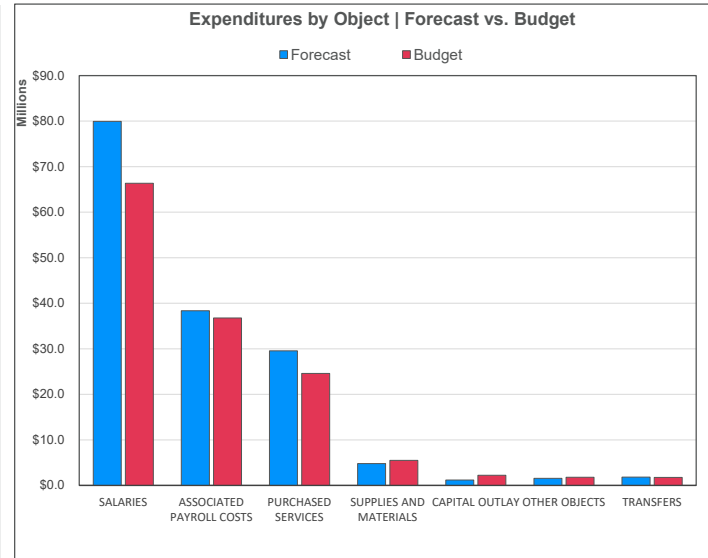
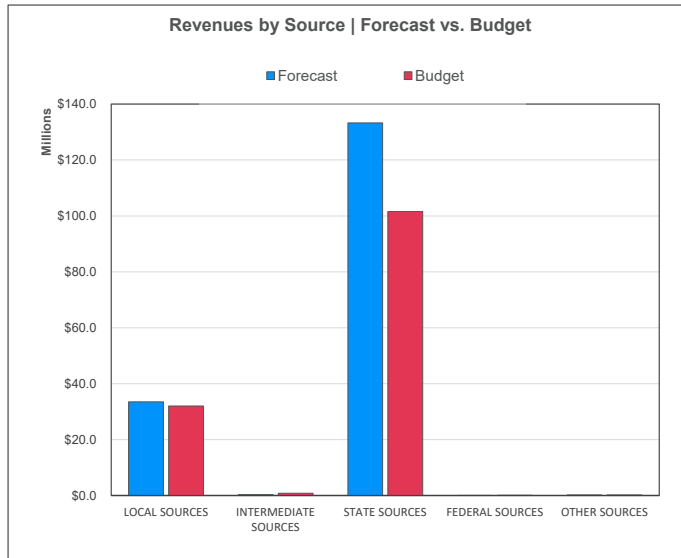
*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

## 100 General Fund | Financial Projection by Object

For the Period Ending May 31, 2022

	Prior YTD	Current Year Budget	Current YTD	% of Budget	Add: Projections	Annual Forecast
<b>RESOURCES</b>						
<b>Operating Revenues</b>						
Local Sources	\$ 29,122,628	\$ 31,991,483	\$ 31,970,006	99.93%	\$ 1,546,637	\$ 33,516,642
Intermediate Sources	596,787	798,329	74,800	9.37%	223,576	298,377
State Sources	102,259,932	101,567,300	132,786,676	130.74%	504,406	133,291,082
Federal Sources	66,666	85,000	45,180	53.15%	18,283	63,463
Other Sources	1,232,761	215,987	215,987	100.00%	-	215,987
<b>Total Operating Revenues</b>	<b>\$ 133,278,775</b>	<b>\$ 134,658,099</b>	<b>\$ 165,092,648</b>	<b>122.60%</b>	<b>\$ 2,292,902</b>	<b>\$ 167,385,550</b>
Beginning Fund Balance	18,958,789	11,099,637	24,654,907	222.12%	-	24,654,907
<b>TOTAL RESOURCES</b>	<b>\$ 152,237,564</b>	<b>\$ 145,757,736</b>	<b>\$ 189,747,555</b>	<b>130.18%</b>	<b>\$ 2,292,902</b>	<b>\$ 192,040,457</b>
<b>REQUIREMENTS</b>						
<b>Operating Expenditures</b>						
Salaries	\$ 47,513,183	\$ 66,349,651	\$ 66,325,928	99.96%	\$ 13,613,691	\$ 79,939,619
Associated Payroll Costs	28,173,615	36,773,398	33,376,531	90.76%	4,968,103	38,344,635
Purchased Services	18,306,963	24,603,985	25,296,664	102.82%	4,252,452	29,549,116
Supplies and Materials	3,275,533	5,502,428	3,888,436	70.67%	904,635	4,793,071
Capital Outlay	2,026,600	2,221,018	529,017	23.82%	672,683	1,201,701
Other Objects	1,497,471	1,800,352	1,540,254	85.55%	9,789	1,550,043
Transfers	3,526,765	1,773,000	1,814,207	102.32%	-	1,814,207
<b>Total Operating Expenditures</b>	<b>\$ 104,320,131</b>	<b>\$ 139,023,832</b>	<b>\$ 132,771,038</b>	<b>95.50%</b>	<b>\$ 24,421,353</b>	<b>\$ 157,192,390</b>
Contingencies	-	1,683,476	-	0.00%	-	-
Unappropriated Ending Fund Balance	-	5,050,428	-	0.00%	-	-
<b>TOTAL REQUIREMENTS</b>	<b>\$ 104,320,131</b>	<b>\$ 145,757,736</b>	<b>\$ 132,771,038</b>	<b>91.09%</b>	<b>\$ 24,421,353</b>	<b>\$ 157,192,390</b>
Ending Fund Balance						\$ 34,848,066
<b>OPERATING SURPLUS / (DEFICIT)</b>	<b>\$ 28,958,644</b>	<b>\$ (4,365,733)</b>	<b>\$ 32,321,611</b>		<b>\$ (22,128,451)</b>	<b>\$ 10,193,160</b>

(Operating Revenue less Operating Expenses)



**ACTUAL ATTENDANCE COUNT REPORT 2021-2022**

Elementary Enrollment By Classroom																PROJECTIONS		2020-2021	
June 2, 2022																2021-22 Projected		@ June 2021	
School	SPED SC	Kndgtn	x	1st	x	2nd	x	3rd	x	4th	x	5th	Total	Added FTE		Projected	Diff	2020-2021	YOY Chg
				Grade		Grade		Grade		Grade		Grade		FTE	Grade				
<b>Alder</b>																			
<i>Bilingual Classrooms</i>		18		24		24		24		23		26							
		11		22		20		22		20		17							
		12		23		20		22		22		17							
Montessori Kinder		4																	
<b>Total</b>	0	45		69		64		68		65		60	371	-		402	-31	437	-3
# of Classes		4		3		3		3		3		3							
Average Class Size		11.25		23.00		21.33		22.67		21.67		20.00							
<b>Davis</b>	SPED SC	15						17											
		15		20		21		16		21		21							
	11	16		26		22		16		22		20							
	9	16		18		22		15		23		20							
<b>Total</b>	20	62		64		65		64		66		61	402	-		414	-12	428	1
# of Classes		4		3		3		4		4		3							
Average Class Size		15.50		21.33		21.67		16.00		16.50		20.33							
<b>Fairview</b>	SPED SC																		
		12				17						21							
	8	16		21		17		25		22		20							
	9	14		21		17		20		25		19							
<b>Total</b>	17	42		42		51		45		47		60	304	-		284	20	290	-31
# of Classes		3		2		3		2		2		3							
Average Class Size		14.00		21.00		17.00		22.50		23.50		20.00							
<b>Glenfair</b>	SPED SC																		
		19		17		16		18		21		23							
		20		16		17		18		24		23							
		21		17		17		22		21		22							
		21				18		20											
<b>Total</b>	0	81		50		68		78		66		68	411	-		418	-7	423	-29
# of Classes		4		3		4		4		3		3							
Average Class Size		20.25		16.67		17.00		19.50		22.00		22.67							
<b>Hartley</b>	SPED SC																		

**ACTUAL ATTENDANCE COUNT REPORT 2021-2022**

Elementary Enrollment By Classroom														PROJECTIONS		2020-2021			
June 2, 2022														2021-22 Projected		@ June 2021			
School	SPED SC	Kndgtn	x	1st	x	2nd	x	3rd	x	4th	x	5th	Total	Added FTE		Projected	Diff	2020-2021	YOY Chg
				Grade		Grade		Grade		Grade		Grade		FTE	Grade				
		18		17		20		19		21		18							
		17		17		22		19		20		18							
		16		15				20		20		19							
		6	x	11															
<b>Total</b>	<b>0</b>	<b>57</b>		<b>60</b>		<b>42</b>		<b>58</b>		<b>61</b>		<b>55</b>	<b>333</b>	<b>-</b>		<b>396</b>	<b>-63</b>	<b>414</b>	<b>-28</b>
<b># of Classes</b>		<b>3.5</b>		<b>3.5</b>		<b>2</b>		<b>3</b>		<b>3</b>		<b>3</b>							
<b>Average Class Size</b>		<b>16.29</b>		<b>17.14</b>		<b>21.00</b>		<b>19.33</b>		<b>20.33</b>		<b>18.33</b>							
<b>M Scott</b>	<b>SPED SC</b>					19										<i>M Scott</i>			
		20		20		16		17		19		22							
		21		16		16		19		19		21							
		21		19		16		18		19		22							
<b>Total</b>	<b>0</b>	<b>62</b>		<b>55</b>		<b>67</b>		<b>54</b>		<b>57</b>		<b>65</b>	<b>360</b>	<b>-</b>		<b>396</b>	<b>-36</b>	<b>409</b>	<b>10</b>
<b># of Classes</b>		<b>3</b>		<b>3</b>		<b>4</b>		<b>3</b>		<b>3</b>		<b>3</b>							
<b>Average Class Size</b>		<b>20.67</b>		<b>18.33</b>		<b>16.75</b>		<b>18.00</b>		<b>19.00</b>		<b>21.67</b>							
<b>Salish Ponds</b>	<b>SPED SC</b>	15		19		18		15		22		23				<i>Salish Ponds</i>			
		17		17		21		16		21		17							
		17		16		21		15		19		16							
<b>Total</b>	<b>0</b>	<b>49</b>		<b>52</b>		<b>60</b>		<b>46</b>		<b>62</b>		<b>56</b>	<b>325</b>	<b>-</b>		<b>360</b>	<b>-35</b>	<b>378</b>	<b>-46</b>
<b># of Classes</b>		<b>3</b>		<b>3</b>		<b>3</b>		<b>3</b>		<b>3</b>		<b>3</b>							
<b>Average Class Size</b>		<b>16.33</b>		<b>17.33</b>		<b>20.00</b>		<b>15.33</b>		<b>20.67</b>		<b>18.67</b>							
<b>Sweetbriar</b>	<b>SPED SC</b>	20		18		19		17		24		26				<i>Sweetbriar</i>			
		19		15		18		18		22		27							
		17				7	x	9											
<b>Total</b>	<b>0</b>	<b>56</b>		<b>33</b>		<b>44</b>	x	<b>44</b>		<b>46</b>		<b>53</b>	<b>276</b>	<b>-</b>		<b>272</b>	<b>4</b>	<b>303</b>	<b>-42</b>
<b># of Classes</b>		<b>2</b>		<b>2</b>		<b>2.5</b>		<b>2.5</b>		<b>2</b>		<b>2</b>							
<b>Average Class Size</b>		<b>28.00</b>		<b>16.50</b>		<b>17.60</b>		<b>17.60</b>		<b>23.00</b>		<b>26.50</b>							
<b>Troutdale</b>	<b>SPED SC</b>	18		19		15		23		21		21				<i>Troutdale</i>			
		18		19		15		24		20		21							

**ACTUAL ATTENDANCE COUNT REPORT 2021-2022**

Elementary Enrollment By Classroom June 2, 2022															PROJECTIONS		2020-2021		
															2021-22 Projected		@ June 2021		
															Projected	Diff	2020-2021	YOY Chg	
School	SPED SC	Kndgtn	x	1st Grade	x	2nd Grade	x	3rd Grade	x	4th Grade	x	5th Grade	Total	Added FTE	FTE	Grade			
		18		18		17				18		18							
<b>Total</b>	<b>0</b>	<b>54</b>		<b>56</b>		<b>47</b>		<b>47</b>		<b>59</b>		<b>60</b>	<b>323</b>	<b>-</b>	<b>352</b>	<b>-29</b>	<b>378</b>	<b>-53</b>	
<b># of Classes</b>		<b>3</b>		<b>3</b>		<b>3</b>		<b>2</b>		<b>3</b>		<b>3</b>							
<b>Average Class Size</b>		<b>18.00</b>		<b>18.67</b>		<b>15.67</b>		<b>23.50</b>		<b>19.67</b>		<b>20.00</b>							
<b>Wilkes</b>	<b>SPED SC</b>	19		18		23		25		22		22							
	10	20		19		23		22		22		22							
	10	19		18		25		24		6	x	15							
		8	x	11						22		22							
<b>Total</b>	<b>20</b>	<b>66</b>		<b>66</b>		<b>71</b>		<b>71</b>		<b>72</b>		<b>81</b>	<b>447</b>	<b>-</b>	<b>419</b>	<b>28</b>	<b>432</b>	<b>-63</b>	
<b># of Classes</b>		<b>3.5</b>		<b>3.5</b>		<b>3</b>		<b>3</b>		<b>3.5</b>		<b>3.5</b>							
<b>Average Class Size</b>		<b>18.86</b>		<b>18.86</b>		<b>23.67</b>		<b>23.67</b>		<b>20.57</b>		<b>23.14</b>							
<b>Woodland</b>	<b>SPED SC</b>	9		20		17		23		21		21							
	9	21		16		24		21		19		22							
	6	22		16		23		22		19		21							
<b>Total</b>	<b>24</b>	<b>63</b>		<b>49</b>		<b>70</b>		<b>64</b>		<b>59</b>		<b>65</b>	<b>394</b>	<b>-</b>	<b>359</b>	<b>35</b>	<b>371</b>	<b>-74</b>	
<b># of Classes</b>	<b>3</b>	<b>3</b>		<b>3</b>		<b>3</b>		<b>3</b>		<b>3</b>		<b>3</b>							
<b>Average Class Size</b>		<b>21.00</b>		<b>16.33</b>		<b>23.33</b>		<b>21.33</b>		<b>19.67</b>		<b>21.67</b>							
<b>SPED Outside Placements/Tutoring</b>		<b>-</b>		<b>-</b>									<b>0</b>		<b>27</b>	<b>-27</b>	<b>27</b>	<b>-13</b>	
<b>Grade Totals</b>	<b>81</b>	<b>637</b>		<b>596</b>		<b>649</b>		<b>639</b>		<b>660</b>		<b>684</b>	<b>3946</b>	<b>-</b>	<b>4099</b>	<b>-153</b>	<b>4290</b>	<b>-371</b>	
<b>Total # of Classes</b>		<b>36</b>		<b>32</b>		<b>33.5</b>		<b>32.5</b>		<b>32.5</b>		<b>32.5</b>							
<b>Total Average Class Size</b>		<b>17.69</b>		<b>18.63</b>		<b>19.37</b>		<b>19.66</b>		<b>20.31</b>		<b>21.05</b>							

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**ACTUAL ATTENDANCE COUNT REPORT 2021-2022**

Secondary Enrollment By Grade Level															COMPARISON TO PROJECTIONS		COMPARISON TO 2020-2021	
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**ACTUAL ATTENDANCE COUNT REPORT 2021-2022**

Elementary Enrollment By Classroom															PROJECTIONS		2020-2021			
June 2, 2022															2021-22 Projected		@ June 2021			
															Projected	Diff	2020-2021	YOY Chg		
School		SPED SC	Kndgtn	x	1st Grade	x	2nd Grade	x	3rd Grade	x	4th Grade	x	5th Grade	Total	Added FTE	Grade				
June 2, 2022															2021-22 Projected		@ June 2021			
School	SPED SC	6th Grade	7th Grade	x	8th Grade	x	9th Grade	x	10th grade	x	11th Grade	x	12th Grade	Total	Added FTE	Grade	Projected	Diff	2020-2021	YOY Chg
SPED Outside Placements/Tutoring														0			56	-56	51	-79
HB Lee MS		213	218		248									679			826	-147	794	4
Reynolds MS	24	276	268		290									858			977	-119	956	5
Walt Morey MS	6	198	173		190									567			604	-37	577	-19
RHS + Middle College							646		626		518		507	2297			2801	-504	2667	256
RLA								2	35		69		124	230			216	14	241	30
Cornerstone - SPED													23	23			30	-7	30	1
Cornerstone 1- SPED													9	9			11	-2	6	-4
<b>Total</b>	30	687	659		728		648		661		587		663	4663	-		5521	-858	5322	194
<b>Total Reynolds:</b>															8609	-	9620	-1011	9,612	-177
<div style="display: flex; justify-content: space-between; align-items: center;"> <span>Comprehensive School</span> <span>Targeted School</span> <span>New Classroom Pending</span> </div>																				
															8,609	-	10,190	-1581	10,638	-179

SPED SC: Special Education Department Self-Contained Classroom where students spend 100% of their day.

**2021-2022 Enrollment by School Data Excluding Charters**

School	6-Oct-2021	20-Oct-2021	9-Nov-2021	2-Dec-2021	16-Dec-2021	6-Jan-2022	20-Jan-2022	3-Feb-2022	17-Feb-2022	3-Mar-2022	31-Mar-2022	21-Apr-2022	5-May-2022	2-Jun-2022	PD Chg	Change 10% to Current	Rept Date vs June 2021 6/3/2021	Change
Alder	381	388	386	386	385	384	378	371	367	367	368	366	366	371	5	(10)	437	(66)
Davis	396	396	397	396	396	395	391	336	404	406	406	404	404	402	(2)	6	428	(26)
Fairview	302	306	305	304	302	307	305	305	302	346	307	306	304	304	-	2	290	14
Glenfair	390	399	398	392	400	403	417	411	407	402	417	416	415	411	(4)	21	423	(12)
Hartley	335	335	333	337	334	335	330	333	332	335	335	335	336	333	(3)	(2)	414	(81)
M Scott	357	358	359	360	360	362	361	363	364	368	368	370	363	360	(3)	3	409	(49)
Salish Ponds	348	353	352	350	343	345	340	338	334	331	331	318	323	325	2	(23)	378	(53)
Sweetbriar	266	268	266	266	265	263	264	260	263	263	263	263	260	276	16	10	303	(27)
Troutdale	330	327	329	330	329	321	322	322	322	325	325	324	327	323	(4)	(7)	378	(55)
Wilkes	433	431	434	438	440	443	442	441	450	457	457	448	448	447	(1)	14	432	15
Woodland	372	373	378	383	378	384	385	388	386	393	393	390	390	394	4	22	371	23
Lee MS	720	676	707	700	700	699	700	703	708	708	708	685	677	679	2	(41)	794	(115)
RMS	928	924	924	920	920	922	910	890	879	878	878	870	870	858	(12)	(70)	956	(98)
WMMS	569	570	572	573	568	568	569	575	569	572	572	570	567	567	-	(2)	577	(10)
RHS	2,804	2,585	2,555	2,506	2,456	2,469	2,469	2,449	2,414	2,397	2,359	2,333	2,311	2,297	(14)	(307)	2,667	(370)
RLA	185	199	209	208	226	225	218	227	219	219	239	226	226	230	4	45	241	(11)
Cornerstone/Tutoring/Outside Plc	123	108	102	106	102	104	105	86	85	87	87	112	110	111	1	(12)	114	(3)
<b>Total</b>	<b>9,039</b>	<b>8,996</b>	<b>9,006</b>	<b>8,955</b>	<b>8,904</b>	<b>8,929</b>	<b>8,906</b>	<b>8,798</b>	<b>8,805</b>	<b>8,854</b>	<b>8,813</b>	<b>8,736</b>	<b>8,697</b>	<b>8,688</b>	<b>(9)</b>	<b>(351)</b>	<b>Total</b>	<b>(924)</b>

**2020-2021 Enrollment by School Data Excluding Charters**

School	6-Oct-2020	29-Oct-2020	12-Nov-2020	3-Dec-2020	15-Dec-2020	7-Jan-2021	26-Jan-2021	4-Feb-2021	23-Feb-2021	4-Mar-2021	30-Mar-2021	27-Apr-2021	6-May-2021	3-Jun-2021	PD Chg	Change 10% to Current
Alder	429	431	431	434	434	434	438	437	436	436	434	435	435	437	2	8
Davis	397	421	423	421	420	420	421	424	424	423	423	427	429	428	(1)	31
Fairview	287	293	290	291	291	291	290	291	292	292	292	288	288	290	2	3
Glenfair	380	419	419	420	419	424	421	422	423	422	425	424	424	423	(1)	43
Hartley	405	412	411	411	411	412	410	411	412	415	415	415	414	414	-	9
M Scott	401	402	405	409	407	407	409	409	408	406	408	407	412	409	(3)	8
Salish Ponds	340	376	376	376	376	375	378	378	379	379	379	379	378	378	-	38
Sweetbriar	301	301	302	300	300	304	304	304	304	304	302	304	303	303	-	2
Troutdale	381	379	379	378	377	375	375	373	373	374	371	379	380	378	(2)	(3)
Wilkes	431	430	432	434	435	436	433	437	437	433	433	426	430	432	2	1
Woodland	378	376	373	376	376	377	376	373	373	373	372	371	371	371	-	(7)
Lee MS	805	797	794	796	795	794	798	797	791	790	783	789	789	794	5	(11)
RMS	1002	961	963	963	964	963	966	965	962	963	961	961	960	956	(4)	(46)
WMMS	592	579	578	577	578	577	570	570	573	573	573	577	577	577	-	(15)
RHS	2,573	2,765	2,749	2,707	2,706	2,700	2,693	2,701	2,694	2,692	2,682	2,680	2,677	2,667	(10)	94
RLA	153	217	219	216	228	225	225	226	233	235	243	241	241	241	-	88
Cornerstone/Tutoring	110	129	130	131	116	119	118	118	118	118	117	116	119	114	(5)	4
<b>Total</b>	<b>9,365</b>	<b>9,688</b>	<b>9,674</b>	<b>9,640</b>	<b>9,633</b>	<b>9,630</b>	<b>9,628</b>	<b>9,631</b>	<b>9,632</b>	<b>9,633</b>	<b>9,613</b>	<b>9,619</b>	<b>9,627</b>	<b>9,612</b>	<b>(15)</b>	<b>247</b>

**Unit Change in Data 2021-2022 as Compared to 2020-2021 Excluding Charters**

School	10/6/2021 vs 10/6/2020	10/20/2021 vs 10/29/2020	11/9/2021 vs 11/12/2020	12/2/2021 vs 12/3/2020	12/16/2021 vs 12/15/2020	1/6/2022 vs 1/7/2021	1/20/2022 vs 1/26/2021	2/3/2022 vs 2/4/2021	2/17/2022 vs 2/23/2021	3/3/2022 vs 3/4/2021	3/31/2022 vs 3/30/2021	4/21/2022 vs 4/27/2021	5/5/2022 vs 5/6/2021	6/2/2022 vs 6/3/2021
Alder	(48.00)	(43.00)	(45.00)	(48.00)	(49.00)	(50.00)	(60.00)	(66.00)	(69.00)	(69.00)	(66.00)	(69.00)	(69.00)	(66.00)
Davis	(1.00)	(25.00)	(26.00)	(25.00)	(24.00)	(25.00)	(30.00)	(88.00)	(20.00)	(17.00)	(17.00)	(23.00)	(25.00)	(26.00)
Fairview	15.00	13.00	15.00	13.00	11.00	16.00	15.00	14.00	10.00	55.00	15.00	18.00	16.00	14.00
Glenfair	10.00	(20.00)	(21.00)	(28.00)	(19.00)	(21.00)	(4.00)	(11.00)	(16.00)	(20.00)	(8.00)	(8.00)	(9.00)	(12.00)
Hartley	(70.00)	(77.00)	(78.00)	(74.00)	(77.00)	(77.00)	(80.00)	(78.00)	(80.00)	(80.00)	(80.00)	(80.00)	(78.00)	(81.00)
M Scott	(44.00)	(44.00)	(46.00)	(49.00)	(47.00)	(45.00)	(48.00)	(46.00)	(44.00)	(38.00)	(40.00)	(37.00)	(49.00)	(49.00)
Salish Ponds	8.00	(23.00)	(24.00)	(28.00)	(33.00)	(30.00)	(38.00)	(40.00)	(45.00)	(48.00)	(48.00)	(61.00)	(55.00)	(53.00)
Sweetbriar	(35.00)	(33.00)	(36.00)	(34.00)	(35.00)	(39.00)	(40.00)	(44.00)	(41.00)	(41.00)	(39.00)	(41.00)	(43.00)	(27.00)
Troutdale	(51.00)	(52.00)	(50.00)	(48.00)	(48.00)	(54.00)	(53.00)	(51.00)	(51.00)	(49.00)	(46.00)	(55.00)	(53.00)	(55.00)
Wilkes	2.00	1.00	2.00	4.00	5.00	8.00	6.00	8.00	13.00	18.00	24.00	22.00	18.00	15.00
Woodland	(6.00)	(3.00)	5.00	7.00	2.00	7.00	9.00	12.00	13.00	20.00	21.00	19.00	19.00	23.00
Lee MS	(85.00)	(121.00)	(87.00)	(96.00)	(95.00)	(95.00)	(98.00)	(90.00)	(83.00)	(82.00)	(75.00)	(104.00)	(112.00)	(115.00)
RMS	(74.00)	(37.00)	(39.00)	(43.00)	(44.00)	(41.00)	(56.00)	(75.00)	(83.00)	(85.00)	(83.00)	(91.00)	(90.00)	(98.00)
WMMS	(23.00)	(9.00)	(6.00)	(4.00)	(10.00)	(9.00)	(1.00)	5.00	(4.00)	(1.00)	(1.00)	(7.00)	(10.00)	(10.00)
RHS	31.00	(180.00)	(194.00)	(201.00)	(250.00)	(231.00)	(224.00)	(252.00)	(280.00)	(295.00)	(323.00)	(347.00)	(366.00)	(370.00)
RLA	32.00	(18.00)	(10.00)	(8.00)	(2.00)	0.00	(7.00)	1.00	(14.00)	(16.00)	(4.00)	(15.00)	(15.00)	(11.00)
Cornerstone/Tutoring/Outside Plc	13.00	(21.00)	(28.00)	(25.00)	(14.00)	(15.00)	(13.00)	(32.00)	(33.00)	(31.00)	(30.00)	(4.00)	(9.00)	(3.00)
<b>Total</b>	<b>(326)</b>	<b>(692)</b>	<b>(668)</b>	<b>(685)</b>	<b>(729)</b>	<b>(701)</b>	<b>(722)</b>	<b>(833)</b>	<b>(827)</b>	<b>(779)</b>	<b>(800)</b>	<b>(883)</b>	<b>(930)</b>	<b>(924)</b>

2021-2022 Enrollment by School Data Excluding Charters														
School	6-Oct-2021	20-Oct-2021	9-Nov-2021	2-Dec-2021	16-Dec-2021	6-Jan-2022	20-Jan-2022	3-Feb-2022	17-Feb-2022	3-Mar-2022	31-Mar-2022	21-Apr-2022	5-May-2022	2-Jun-2022
Alder	381	388	386	386	385	384	378	371	367	367	368	366	366	371
Davis	396	396	397	396	396	395	391	336	404	406	406	404	404	402
Fairview	302	306	305	304	302	307	305	302	302	346	307	306	304	304
Glenfair	390	399	398	392	400	403	417	411	407	402	417	416	415	411
Hartley	335	335	333	337	334	335	330	333	332	335	335	335	336	333
M Scott	357	358	359	360	360	362	361	363	364	368	368	370	363	360
Salish Ponds	348	353	352	350	343	345	340	338	334	331	331	318	323	325
Sweetbriar	266	268	266	266	265	263	264	263	263	263	263	263	260	276
Troutdale	330	327	329	330	329	321	322	322	322	325	325	324	327	323
Wilkes	433	431	434	438	440	443	442	441	450	457	457	448	448	447
Woodland	372	373	378	383	378	384	385	388	386	393	393	390	390	394
Lee MS	720	676	707	700	700	699	700	703	708	708	708	685	677	679
RMS	928	924	924	920	920	922	910	890	879	878	878	870	870	858
WMMS	569	570	572	573	568	568	569	575	569	572	572	570	567	567
RHS	2,604	2,585	2,555	2,506	2,456	2,469	2,469	2,449	2,414	2,397	2,359	2,333	2,311	2,297
RLA	185	199	209	208	226	225	218	227	219	219	239	226	226	230
Cornerstone/Tutoring/Outside Plc	123	108	102	106	102	104	105	86	85	87	87	112	110	111
<b>Total</b>	<b>9,039</b>	<b>8,996</b>	<b>9,006</b>	<b>8,955</b>	<b>8,904</b>	<b>8,929</b>	<b>8,906</b>	<b>8,798</b>	<b>8,805</b>	<b>8,854</b>	<b>8,813</b>	<b>8,736</b>	<b>8,697</b>	<b>8,688</b>

PD	Change	Rept Date vs June 2021
Chg	10% to Current	6/3/2021
5	(10)	437
(2)	6	428
-	2	290
(4)	21	423
(3)	(2)	414
(3)	3	409
2	(23)	378
16	10	303
(4)	(7)	378
(1)	14	432
4	22	371
2	(41)	794
(12)	(70)	956
-	(2)	577
(14)	(307)	2,667
4	45	241
1	(12)	114
(9)	(351)	<b>Total</b>
		(924)

2020-2021 Enrollment by School Data Excluding Charters														
School	6-Oct-2020	29-Oct-2020	12-Nov-2020	3-Dec-2020	15-Dec-2020	7-Jan-2021	26-Jan-2021	4-Feb-2021	23-Feb-2021	4-Mar-2021	30-Mar-2021	27-Apr-2021	6-May-2021	3-Jun-2021
Alder	429	431	431	434	434	434	438	437	436	436	434	435	435	437
Davis	397	421	423	421	420	420	421	424	424	423	423	427	429	428
Fairview	287	293	290	291	291	290	291	292	292	292	292	288	288	290
Glenfair	380	419	419	420	419	424	421	422	423	422	425	424	424	423
Hartley	405	412	411	411	411	412	410	411	412	415	415	415	414	414
M Scott	401	402	405	409	407	407	409	409	408	406	408	407	412	409
Salish Ponds	340	376	376	376	376	375	378	378	379	379	379	379	378	378
Sweetbriar	301	301	302	300	300	304	304	304	304	304	302	304	303	303
Troutdale	381	379	379	378	377	375	375	373	373	374	371	379	380	378
Wilkes	431	430	432	434	435	436	433	437	436	433	433	426	430	432
Woodland	378	376	373	376	376	377	376	376	373	373	372	371	371	371
Lee MS	805	797	794	796	795	791	791	790	783	783	789	789	789	794
RMS	1002	961	963	963	964	963	966	965	962	963	961	961	960	956
WMMS	592	579	578	577	578	577	570	570	573	573	573	577	577	577
RHS	2,573	2,765	2,749	2,707	2,706	2,700	2,693	2,701	2,694	2,692	2,682	2,680	2,677	2,667
RLA	153	217	219	216	228	225	225	226	233	235	243	241	241	241
Cornerstone/Tutoring	110	129	130	131	116	119	118	118	118	118	117	116	119	114
<b>Total</b>	<b>9,365</b>	<b>9,688</b>	<b>9,674</b>	<b>9,640</b>	<b>9,633</b>	<b>9,630</b>	<b>9,628</b>	<b>9,631</b>	<b>9,632</b>	<b>9,633</b>	<b>9,613</b>	<b>9,619</b>	<b>9,627</b>	<b>9,612</b>

PD	Change
Chg	10% to Current
2	8
(1)	31
2	3
(1)	43
-	9
(3)	8
-	38
-	2
(2)	(3)
2	1
-	(7)
5	(11)
(4)	(46)
-	(15)
(10)	94
-	88
(5)	4
(15)	247

Unit Change in Data 2021-2022 as Compared to 2020-2021 Excluding Charters														
School	10/6/2021 vs 10/6/2020	10/20/2021 vs 10/29/2020	11/9/2021 vs 11/12/2020	12/2/2021 vs 12/3/2020	12/16/2021 vs 12/15/2020	1/6/2022 vs 1/7/2021	1/20/2022 vs 1/26/2021	2/3/2022 vs 2/4/2021	2/17/2022 vs 2/23/2021	3/3/2022 vs 3/4/2021	3/31/2022 vs 3/30/2021	4/21/2022 vs 4/27/2021	5/5/2022 vs 5/6/2021	6/2/2022 vs 6/3/2021
Alder	(48.00)	(43.00)	(45.00)	(48.00)	(49.00)	(50.00)	(60.00)	(66.00)	(69.00)	(69.00)	(66.00)	(69.00)	(69.00)	(66.00)
Davis	(1.00)	(25.00)	(26.00)	(25.00)	(24.00)	(25.00)	(30.00)	(88.00)	(20.00)	(17.00)	(17.00)	(23.00)	(25.00)	(26.00)
Fairview	15.00	13.00	15.00	13.00	11.00	16.00	15.00	14.00	10.00	55.00	15.00	18.00	16.00	14.00
Glenfair	10.00	(20.00)	(21.00)	(28.00)	(19.00)	(21.00)	(4.00)	(11.00)	(16.00)	(20.00)	(8.00)	(8.00)	(9.00)	(12.00)
Hartley	(70.00)	(77.00)	(78.00)	(74.00)	(77.00)	(77.00)	(80.00)	(78.00)	(80.00)	(80.00)	(80.00)	(80.00)	(78.00)	(81.00)
M Scott	(44.00)	(44.00)	(46.00)	(49.00)	(47.00)	(45.00)	(48.00)	(46.00)	(44.00)	(38.00)	(40.00)	(37.00)	(49.00)	(49.00)
Salish Ponds	8.00	(23.00)	(24.00)	(28.00)	(33.00)	(30.00)	(38.00)	(40.00)	(45.00)	(48.00)	(48.00)	(61.00)	(55.00)	(53.00)
Sweetbriar	(35.00)	(33.00)	(36.00)	(34.00)	(35.00)	(39.00)	(40.00)	(44.00)	(41.00)	(39.00)	(41.00)	(41.00)	(43.00)	(27.00)
Troutdale	(51.00)	(52.00)	(50.00)	(48.00)	(48.00)	(54.00)	(53.00)	(51.00)	(51.00)	(49.00)	(46.00)	(55.00)	(53.00)	(55.00)
Wilkes	2.00	1.00	2.00	4.00	5.00	6.00	6.00	8.00	13.00	18.00	24.00	22.00	18.00	15.00
Woodland	(6.00)	(3.00)	5.00	7.00	2.00	7.00	9.00	12.00	13.00	20.00	21.00	19.00	19.00	23.00
Lee MS	(85.00)	(121.00)	(87.00)	(96.00)	(95.00)	(95.00)	(98.00)	(90.00)	(83.00)	(82.00)	(75.00)	(104.00)	(112.00)	(115.00)
RMS	(74.00)	(37.00)	(39.00)	(43.00)	(44.00)	(41.00)	(56.00)	(75.00)	(83.00)	(85.00)	(83.00)	(91.00)	(90.00)	(98.00)
WMMS	(23.00)	(9.00)	(6.00)	(4.00)	(10.00)	(9.00)	(1.00)	5.00	(4.00)	(1.00)	(1.00)	(7.00)	(10.00)	(10.00)
RHS	31.00	(180.00)	(194.00)	(201.00)	(250.00)	(231.00)	(224.00)	(252.00)	(280.00)	(295.00)	(323.00)	(347.00)	(366.00)	(370.00)
RLA	32.00	(18.00)	(10.00)	(8.00)	(2.00)	0.00	(7.00)	1.00	(14.00)	(16.00)	(4.00)	(15.00)	(15.00)	(11.00)
Cornerstone/Tutoring/Outside Plc	13.00	(21.00)	(28.00)	(25.00)	(14.00)	(15.00)	(13.00)	(32.00)	(33.00)	(31.00)	(30.00)	(4.00)	(9.00)	(3.00)
<b>Total</b>	<b>(326)</b>	<b>(692)</b>	<b>(668)</b>	<b>(685)</b>	<b>(729)</b>	<b>(701)</b>	<b>(722)</b>	<b>(833)</b>	<b>(827)</b>	<b>(779)</b>	<b>(800)</b>	<b>(883)</b>	<b>(930)</b>	<b>(924)</b>

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Kaylie Jeffries, Executive Assistant to the Superintendent

**Subject: Consent Agenda**

Policy: [Board Meetings – BD/BDA, Conduct of Board Meetings – BDDF](#)

Date: June 22, 2022

Action	<input checked="" type="checkbox"/>
Report	<input type="checkbox"/>

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**Connection to School Board Core Beliefs and Commitments**

Safety       Equity       Instructional Practice       Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

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**Summary:**

- a. Approval of Personnel Order
- b. Approval of Prior Meeting Minutes
- c. 22-23 Fee Schedules
- d. Policy Updates
  - i. DJC: Bidding Requirements
  - ii. DJG: Vendor Relations

**Staff Recommendation:**

Staff recommends the Board approve all Consent Agenda items as presented.

**Motion:**

- A. Motion Made by Board Member:
  - a. I move that the Board approve all Consent Agenda items as presented.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

**Reynolds School District  
Board of Education Work Session**

June 8, 2022

7:00 PM

Virtual Meeting

Attendance Taken at 7:02 PM. Spencer Chao: Present, Yesenia Delgado: Present, Ana Gonzalez Muñoz: Absent, Francisco Ibarra: Present, Aaron Muñoz: Present, Michael Reyes: Absent, Cayle Tern: Present. Attendance Update Taken at 7:34 PM. Michael Reyes: Present.

**I. 6:00p - Executive Session**

**II. 7:00p - Call to Order and Land Acknowledgement**

- Vice Chair Yesenia Delgado called the June 8, 2022 Work Session to Order at 7:02p and read the Land Acknowledgement into the record.

**III. 7:05p - Public to be Heard**

**IV. 7:20p - School and Department Improvement Plans**

- Final data sets will be presented to Cabinet at the June 22 Business Meeting

**V. 7:40p - Action Items**

**A. RAA MOU on Retention and Recruitment Bonuses**

I move that the Board approve the retention and referral agreement between RAA and RSD as presented. This motion, made by Aaron Muñoz and seconded by Francisco Ibarra, Passed.

Yea: 5, Nay: 0

**B. OSEA Bus Driver Compensation MOU**

I move that the Board approves the Bus Driver Compensation memorandum of understanding between OSEA and RSD as presented. This motion, made by Michael Reyes and seconded by Spencer Chao, Passed.

Yea: 6, Nay: 0

**VI. 8:00p - Adjourn**



*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

**Reynolds School District  
Board of Education Business Meeting**

May 25, 2022

7:00 PM

Virtual Meeting

Attendance Taken at 6:56 PM. Spencer Chao: Present, Yesenia Delgado: Present, Ana Gonzalez Muñoz: Present, Francisco Ibarra: Present, Aaron Muñoz: Present, Michael Reyes: Absent, Cayle Tern: Present.

**I. 6:00p - Executive Session**

The Reynolds School Board and the Superintendent will recess into Executive Session at 6:00p, under ORS 192.660(2)(b) Personnel, ORS 192.660(2)(d) Negotiations, and ORS 192.660(2)(h) Legal Counsel. Executive Session is closed to the public.

**II. 7:00p - Call to Order**

- Chair Ana Gonzalez Muñoz called the May 25, 2022 meeting to order at 7:01p and read the land acknowledgement into the record.

**A. Pledge of Allegiance**

**B. Land Acknowledgement**

**C. Consider Approval of the May 25, 2022 Agenda**

I move to approve the May 25, 2022 Business Meeting agenda as presented. This motion, made by Aaron Muñoz and seconded by Yesenia Delgado, Passed.

Yea: 6, Nay: 0

**III. 7:10p - Board Recognition**

**A. Student Recognition**

**B. Volunteer/Community Partner Recognition**

**C. Staff Recognition**

**D. Resolution: 2021-2022-025: LGBTQ+ Pride Month**

- Chair Ana Gonzalez Muñoz read the resolution into the record.

**IV. 7:20p - Public to be Heard**

Members of the public will address the board with comments and the board will listen only. Public Comment will be limited to 7 speakers with 3 minutes each. Forms must be turned in before the meeting start time.

**V. 7:40p - Bargaining Group Updates**

**VI. 7:55p - Presentation to the Board**

**A. Student Outcomes / Marginalized Students: CEE Survey and Strategic Plan Data Dashboard**

- Is there a reason for the declining trend in the answer from students regarding having someone they trust in their schools?

- This is the first year back after distance learning. We have increased the number of nurses, counselors, and social workers in the district to give students more access to mental health support.

**B. Student Outcomes / Culturally Responsive Teaching: ELA and ELD Curriculum Adoption**

- The curriculum cost is already worked into the Academics budget for the next few years.
- Having a community input night for the curriculums went really well.
- All of the curriculums were vetted by ODE and equity was their top lens to run all of the materials through.
- Professional Learning will be available.

**C. Policy Updates: First Reading**

**VII. 8:35p - Board Reports**

**A. Board Announcements**

- i. Individual Board Members - Announcements and Reports
- ii. Upcoming Board Meetings

**VIII. 8:45p - Superintendent's Reports**

- A. Announcements/Reports**
- B. Professional Development**
- C. Communications Report**
- D. Financial Report**
- E. Enrollment Report**

**IX. 9:10p - Consent Agenda**

I move that the Board approve all Consent Agenda items as presented. This motion, made by Francisco Ibarra and seconded by Aaron Muñoz, Passed.

Yea: 6, Nay: 0

- A. Approval of Personnel Order**
- B. Approval of Prior Meeting Minutes**
- C. Grant Acceptance**
  - i. Wildfire Mitigation Grant
  - ii. TAP Grant for Seismic Assessments
  - iii. Menstrual Dignity Program Grant Agreement
- D. Field Trips**
  - i. RHS Football: La Grande, Oregon
  - ii. RHS Boys Basketball: University Place, Washington
- E. Resolution 2021-2022-025: LGBTQ+ Pride Month**
- F. Authorization for Nutrition Specialized Software Contract**
- G. OSEA MOU on Summer Learning**

**X. 9:15p - Action Items**

**A. Resolution 2021-2022-206 Formation of a Bond Financing and Planning Committee**

I move that the Board approve Resolution 2021-2022-026 Directing the Superintendent to pursue bond planning toward a 2023 bond measure. This motion, made by Cayle Tern and seconded by Francisco Ibarra, Passed.

Yea: 6, Nay: 0

**B. HOLLA Charter Agreement**

I move that the Board approve the HOLLA Charter School agreement as presented. This motion, made by Spencer Chao and seconded by Aaron Muñoz, Passed.

Yea: 6, Nay: 0

**C. OSEA MOU on Retention Bonus**

I move that the Board approve the MOU between OSEA and RSD for recognition/retention bonuses as presented. This motion, made by Aaron Muñoz and seconded by Spencer Chao, Passed.

Yea: 6, Nay: 0

**D. REA MOU on In-Person Learning for 21-22**

I move that the Board approve the MOU between REA and RSD on in-person learning as presented. This motion, made by Francisco Ibarra and seconded by Cayle Tern, Passed.

Yea: 6, Nay: 0

**E. ELA Curriculum Adoption**

- The cost listed is for the curriculum only. The professional learning will be additional costs but money is already set aside and budgeted for that.
- The majority of the curriculum will be covered by ESSER funds.

I move that the Board approves the purchase of Into Reading, Arriba a la Lectura, and supplemental components for implementation in grades K-5 classes, and Into Literature and the supplemental components for implementation in grades 6-12 as presented. This motion, made by Aaron Muñoz and seconded by Francisco Ibarra, Passed.

Yea: 6, Nay: 0

**F. ELD Curriculum Adoption**

I move that the Board approves the purchase of Reach Higher for implementation in elementary K-5 classes, Impact by National Geographic for implementation in grade levels 6-8, Pathways by National Geographic for implementation in grade levels 9-12, Get Ready by Vista Higher Learning for Newcomer English Language Development, and English 3D by Mifflin Harcourt for Long-Term English Learners at grade levels 6-12 as presented. This motion, made by Francisco Ibarra and seconded by Yesenia Delgado, Passed.

Yea: 6, Nay: 0

**G. Early Entry Policy Update**

- Request to track the data regarding early entry students under the new policy, especially in regards to the change in the eligible age date-range if the revised policy passes.
- Since both motions failed, we will retain the current policy as is.
- Under the existing policy, the Board is requesting that staff track data for applications over this summer / fall and then bring the data back to the Board in January to discuss making any changes to this policy for the following school year.

I move that the Board authorize the District to eliminate the policy JEBA, Early Entrance into Kindergarten/First Grade. This motion, made by Francisco Ibarra and seconded by Aaron Muñoz, Failed.

Yea: 2, Nay: 4

I move that the Board authorize the District's revisions of the policy JEBA, Early Entrance into Kindergarten/First Grade. This motion, made by Yesenia Delgado and seconded by Aaron Muñoz, Failed.

Yea: 3, Nay: 3

**XI. 9:15p - Board Discussion**

**XII. 9:30p - Adjourn**

- Chair Ana Gonzalez Muñoz adjourned the May 25, 2022 meeting at 10:29p.

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Anthony Lebron, Chief Financial Officer

**Subject: 2022-2023 Fee Schedules**

Policy: [Student Fees, Fines and Charges - JN](#)

Date: June 22, 2022

Action	<input checked="" type="checkbox"/>
Report	<input type="checkbox"/>

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**Connection to School Board Core Beliefs and Commitments**

Safety     Equity     Instructional Practice     Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

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**Summary:**

Fee information has been gathered from each of the District's departments and buildings to compose a comprehensive schedule for Board review and approval.

Please refer to the following attachments:

- 2022-2023 Fee Schedule

**Previous Board Action:**

The Board approves the fee schedules annually.

**Background:**

The District collects fees from students and co-curricular activity groups for programs and items not related to their free public education. Additional fees to the public are established where appropriate for records requests. Each year the Board authorizes the rates to be charged to provide the authority for buildings to charge the fees.

**Financial Implications:**

Collected revenues are intended to offset the costs of participation, third party costs, or of time and materials.

**Alternatives:**

Not Applicable

**Staff Recommendation:**

Staff recommends the Board approve the 2022-23 Fee Schedules as proposed.

**Motion:**

- A. Motion Made by Board Member:
  - a. I move the Board approve the 2022-23 Fee Schedules as proposed.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



Reynolds School District  
 Administration Offices  
 1204 NE 201<sup>st</sup> Avenue  
 Fairview, OR 97024  
 503.661.7200 • FAX 503.667.6932

**FEE SCHEDULE**

**Effective: July 1, 2022 through June 30, 2023**

Transportation		41.50	per hour
Mileage		1.50	per mile
Fuel Price Over Rack Price		0.0478	per gallon
Custodial & Nutrition Staff Use		44.00	per hour
Early Entrance *			
Application for Early Entrance		20.00	
Evaluation for Early Entrance		130.00	
Student Planner & ID Card		8.00	per student
Planner Replacement		6.00	per replacement
ID Card Replacement		4.00	per replacement
Plastic Pouch Replacement		1.00	per replacement
Lanyard Replacement		1.00	per replacement
High School Specific			
ASB Pass		25.00	
Parking Permit		25.00	
Driver Education Courses	Reduced based on School Lunch Program	210.00	per session
Additional Transcript Fee	Over 1 year after Graduation	5.00	
Athletic User Fee			
		Middle School	High School
Free		10.00	30.00 per activity
Reduced		20.00	60.00 per activity
Regular		40.00	120.00 per activity
		(Max of \$300.00 per family per year)	
Instrument Rentals			
Middle School		15.00 - 50.00	per instrument/per month
Recorder (Music)		5.00	per recorder
PE Uniforms		18.00	per uniform
School Logo Attire			
T-Shirts	(End of Year Discount \$2)	10.00	per shirt
Sweatshirts	(End of Year Discount \$5)	25.00	per shirt
Athletic Sweatshirts		25.00	per shirt
Technology			
1:1 Devices			
Free/Reduced		10.00	
Regular		20.00	
Lost Devices	(Cost of Replacement)	250.00	up to
Repairs (broken/ lost functionality) (Cost of Repair)		100.00	up to
Yearbook			
Elementary	(Location Decision)	10.00	per book
Middle School	(\$2 discount for Fall payments)	20.00	per book
High School	(Increased \$5 after December 20th)	40.00	per book

**At Cost Items Include:**

AVID Binders, Lost Textbooks & Library books, New Code of Dress Items, Uniform Replacement, Logo Gear & Credit Card Fees



**FY 2022-2023 Facilities Use Fee Schedule**

Effective: July 1st 2022 - June 30th 2023

Administrative Office

1204 NE 201st Avenue

Fairview, OR 97024

Phone: 503.661.7200 Fax: 503.667.6932

Description	Tier I	Tier II***	Class III ***	Additional fee for Non-School Day Events
Application Fee	N/A	\$25	\$25	N/A
Security Deposit	N/A	\$100	\$100	N/A
Custodial Services-including additional set-up, take down or clean-up	\$35 per Hour for additional hours (overtime may apply)**	\$35 per Hour (overtime may apply)**	\$35 per Hour (overtime may apply)**	\$20 per hour
Kitchen Services Employee	\$25 per Hour (if used)**	\$25 per Hour (if used)**	\$25 per Hour (if used)**	N/A
Classrooms	N/A	\$15 Hourly/\$150 Seasonal*	\$30 per Hour	\$10 per hour
Multipurpose Room	N/A	\$18 Hourly/\$170 Seasonal*	\$36 per Hour	\$10 per hour
Gymnasium	N/A	\$20 Hourly/\$300 Seasonal*	\$42 per Hour	\$20 per hour
Culinary Arts Classroom	N/A	\$35 per Hour + Employee	\$35 per Hour + Employee	\$10 per hour
Cafeteria	N/A	\$20 Hourly/\$100 Seasonal*	\$40 per Hour	\$10 per hour
Play Field/Lawn (excluding Woodland)	N/A	\$10 Hourly/\$150 Seasonal*	\$25 per Hour	N/A
Woodland Soccer Field	N/A	\$25 Hourly/\$325 Seasonal*	\$55 per hour	N/A
Parking Lot	N/A	\$10 Hourly/\$300 Seasonal*	\$35 per Hour	N/A
Arts Center-Package A: Auditorium/Stage/Lighting/Sound system/Operational Expenses/Technical Assistance	N/A	\$500 Four Hours \$800 Eight Hours	\$700 Four Hours \$1,200 Eight Hours	\$100 per hour
Arts Center - Package B: All above plus- Full Access to all Lighting and Sound Systems; Use of all Rigging; Use of Backstage Amenities; Use of Adjacent Classrooms;Technical Support	N/A	\$1,100 Eight Hours	\$1,400 Eight Hours	103 \$100 per hour
Computer Lab	Classroom Fee +\$15 per Workstation	Classroom Fee +\$15 per Workstation	Classroom Fee +\$15 per Workstation	\$10 per hour
V-Tel Equipment-Non-Profit	\$25 per Hour	\$25 per Hour	\$25 per Hour	N/A
V-Tel Equipment-For-Profit	\$50 per Hour	\$50 per Hour	\$50 per Hour	N/A
*Seasonal is defined as less than four months with use of up to three hours per week one or two days per week.				
**Employee hourly regular rate - \$30.00				
**Employee hourly overtime rate - \$45.00				
<b>Additional Fees</b>				
1-50 Users / No Additional Charge	51-100 users / +\$50.00	101-150 users / +\$75.00	150+ users / +\$125.00	
***2 hour min for all rentals				
Please note: Credit Card number will be held for any damages.				



*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

To: Board of Directors  
From: Dr. Danna Diaz, Superintendent of Schools  
Prepared by: Dr. Christopher Ortiz, Deputy Superintendent and Anthony Lebron, Chief Financial Officer

**Subject: 2022-2023 Meal Prices**

Policy: [Student Fees, Fines and Charges - JN](#)

Date: June 22, 2022

Action	<input checked="" type="checkbox"/>
Report	<input type="checkbox"/>

**Connection to School Board Core Beliefs and Commitments**

- Safety
- Equity
- Instructional Practice
- Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

**Summary:**

The District participates in Federal reimbursements through the free and reduced lunch program. Participation requires the District to comply with a number of requirements, including an annual review of the weighted average lunch price. This review provides for a compliance check which compares the District rate charged for paid lunches to the Federal program meal reimbursement rate that is paid to the District.

Following our review meal rates using the Oregon Department of Education price calculator, we are proposing an increase in the 2022-2023 paid lunch prices to maintain compliance with the requirements of participating in the free and reduced lunch Federal program.

Additionally, further review of meal prices requires rate increases for paid breakfast rates and adult meal pricing for both breakfast and lunch.

**Previous Board Action:**

The Board approves the meal prices annually.

**Background:**

Lunch Program:

The District 2020-21 weighted average lunch price requirement is \$3.09 per meal as established by the federal free and reduced lunch program. The weighted average takes into account how

many student meals are purchased by grade level. The highest participation rates are at the elementary level.

That weighted average amount is required to be adjusted annually, with the 2020-21 rate set to increase by 2%, plus the amount of the increase within the consumer price index of 2.94%. Those figures are provided to the State, specifically the Oregon Department of Education, for use in compliance review of participating Districts.

The District rates for 2022-23 must be increased to maintain compliance with our participation requirements in the federal free and reduced lunch program. It was necessary to get to the weighted average meal price that must comply for 2022-23, however the annual increase cannot exceed \$0.10 per meal. Work was completed to increase meals for 20-21 however, the pandemic halted that work. The below meals account for the two years of not raising prices which keeps us in alignment with the annual increase proposed.

Current and proposed rate and minimum weighted average price information is as follows:

	2019/2020	2022-23
Rate Type	Paid Lunch Price	Paid Lunch Price
Elementary	\$ 2.80	\$ 3.00
Middle School	\$ 3.00	\$ 3.20
High School	\$ 3.15	\$ 3.35
	<b>Weighted Average Price</b>	
	\$ 2.98	\$ 3.09

A weighted average rate increase from \$2.98 per lunch to \$3.09 per lunch is the minimum increase allowed and will comply with the program’s requirements. The paid meal rate generates an additional \$0.37 per lunch from the Child Nutrition Program to match the Federal free lunch reimbursement rate, which was \$3.68 per meal in 2019-20, so the weighted average \$3.09 rate would be the maximum amount we would charge. The proposed weighted average \$3.09 rate meets the minimum rate requirements and keeps the District moving toward equalizing the rates without exceeding the \$0.10 per meal price maximum increase.

**Breakfast Program:**

Costs continue to increase and the current pricing will not cover program costs for the upcoming year. A rate increase of \$0.20 is proposed in order to continue to cover program costs.

Current and proposed rates for breakfast meal prices are as follows:

	2019-20	2022-23
Rate Type	Paid Breakfast Price	Paid Breakfast Price
Elementary	\$ 1.35	\$ 1.55
Middle School	\$ 1.60	\$ 1.80
High School	\$ 1.60	\$ 1.80

**Adult Meal Pricing:**

Meal prices for adults have been reviewed and the recommendation is to increase rates in order to cover the District’s costs and any lunch requests by adults will be charged at ‘a la carte’ rates for cost recovery.

Current and proposed rates for adult meal prices are as follows:

	2019-20		2022-23	
<b>Rate Type</b>	<b>Paid Breakfast Price</b>		<b>Paid Breakfast Price</b>	
Adults	\$	2.70	\$	3.05
<b>Rate Type</b>	<b>Paid Lunch Price</b>		<b>Paid Lunch Price</b>	
Adults	\$	2.95	\$	4.55

**Financial Implications:**

Revenues from breakfast and adult meal prices will have a nominal increase in order to cover the cost of the food provided.

The 2022-23 Budget Document includes the additional revenues this proposed increase will generate.

**Alternatives:**

Not Applicable

**Staff Recommendation:**

Staff recommends the Board approve the 2022-2023 meal prices as proposed.

**Motion:**

- A. Motion Made by Board Member:
  - a. I move the Board approve the 2022-23 meal prices as proposed.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote



As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.

To: Board of Directors
From: Dr. Christopher Ortiz, Deputy Superintendent
Prepared by: Jelena Doney, Executive Assistant to the Deputy Superintendent
Subject: Update of District Policies
Policy: Adoption and Revision of Policies – BFC
Date: June 22, 2022

Action [ ]
Report [x]

Connection to School Board Core Beliefs and Commitments

- [ ] Safety [ ] Equity [ ] Instructional Practice [x] Organizational Culture

Strategic Plan Goal Topic 1: Marginalized Students

In order to give voice to our marginalized populations, we will remove barriers, hold high academic expectations, and elicit and honor all voices.

Summary:

Maintaining effective, clearly-written policy is a responsibility of the Board. This is a first reading of policies that need to be updated. The Board may adopt policies at the second reading; or if further revisions are required, the Board can adopt after a third reading.

Policies for review this meeting:

- 1. Bidding Requirements, DJC
a. Purpose:
i. Align with State procurement rules
ii. Align with OSBA recommended updated policy
b. Changes made:
i. Communicate that the Superintendent will fulfill the role of the Local Contract Review Board
ii. Communicate thresholds, in alignment with state procurement rules, including contracts for products, services or supplies up to and including \$10,000, personal service contracts if the value is less than or equal to \$50,000 and Architects, Engineers and Related Services contracts if the value is less than or equal to \$100,000.
2. Vendor Relations, DJG
a. Purpose: to clarify that we do not do business with international vendors due to tax complications and issues with customs
b. Changes made: Insert language communicating the above information

**Previous Board Action:**

Board policies that are being reviewed were all originally approved and revised by previous Boards.

**Background:**

Not Applicable

**Financial Implications:**

Not Applicable

**Alternatives:**

The alternative is to retain the current Board policies. Board policy required by OSBA means the current policy is not in alignment with The Board not approving required policies from OSBA

**Staff Recommendation:**

Staff recommends adoption.

**Motion:**

- a. Motion Made by Board Member:
  - i. I move that the Board approve the policy revisions as presented.
- b. Motion Seconded by Another Board Member
- c. Points of Clarification / Discussion
- d. Call for Board Vote

## **Bidding Requirements**

The Board declares its intention to purchase competitively without prejudice and to seek maximum educational value for every dollar expended. All public contracts for goods or services shall be based upon applicable competitive procurement provisions of Oregon Revised Statutes and adopted public contracting rules except:

1. Contracts between contracting agencies or between contracting agencies and the federal government;
2. Insurance and services contracts as provided for under state law;
3. Contracts for the procurement or distribution of textbooks;
4. Energy savings performance contracts<sup>1</sup>;
5. Contracts made with qualified nonprofit agencies providing employment opportunities for disabled individuals;
6. Public improvement contracts exempted by the Local Contract Review Board (LCRB) upon findings that the award would not encourage favoritism or substantially diminish competition and would result in substantial cost savings and other substantial benefits to the district;
7. Special procurements exempted by the Superintendent upon findings that the award would not encourage favoritism or substantially diminish competition and would result in substantial cost savings to the district;
8. Emergency contracts;
9. Personal Services contracts if the value is less than or equal to \$50,000.
10. Architect, Engineers and Related Services contracts if the value is less than or equal to \$100,000.
11. Any other public contract specifically exempted from the code by another provision or law.

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<sup>1</sup> Attorney General rules may still apply.

The Board will serve as the LCRB for the district. All district purchasing shall be conducted in accordance with the [Board's] adopted rules<sup>{2}</sup>.

All purchase of personal property, materials and supplies shall be guided by the following criteria:

1. Suitability to the requirements of the educational program;
2. Conformity to developed specifications when available;
3. Price;
4. Consideration shall be given as to whether maintenance service is available and whether record of service is critical for the continued operation of the item. If so, the request for proposal shall be prepared accordingly;
5. Delivery terms.

The board will serve as the LCRB for the district. All district purchasing shall be conducted in accordance with the board's adopted rules<sup>1</sup>.

The board acting as its own LCRB<sup>3</sup>, will adopt the *Oregon Attorney General's Model Public Contract Rules* OAR Chapter 137, Divisions 046 through 049, [its own rules of procedure that will govern district purchasing. Consequently, the model rules adopted by the Attorney General shall not apply to the district. The district's rules may include portions of the *Oregon Attorney General's Model Public Contract Rules* OAR Chapter 137, Division 046 through 049,] in effect at the time this policy is adopted. These rules govern purchasing procedures, and other matters subject to public contracting provisions of law.<sup>3</sup>

The district shall procure the construction manager/general contractor services in accordance with model rules the Attorney General adopts under ORS 279A.065(3).

Additionally, the board will adopt the Oregon Department of Administrative Services rules governing Public Contract Exemptions, OAR Chapter 125, Divisions 246 through 249 in effect at the time this policy is adopted.

The Board will make the written findings required by law for exemptions from competitive bidding. Such findings shall be maintained by the district and made available on request.

The district shall review its rules each time the Attorney General adopts a modification of the model

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<sup>2</sup> The Board may contract with another public agency to serve as its LCRB.

<sup>3</sup> Purchases shall be governed by ORS Chapter 279, 279A, 279B and 279C. Additionally, the Board may, as provided by ORS 279, 279A.065, adopt the Oregon Attorney General's Model Public Contract Rules, OAR Chapter 137 governing purchasing/ bid procedures. The Board may also adopt the Oregon Department of Administrative Services rules governing Public Contract Exemptions, OAR Chapter 125. The Board may adopt portions of those rules or adopt its own rules. A Board that creates its own LCRB but has not established its own rules of procedure for public contracts is subject to the model rules (OAR Chapter 137) adopted by the Attorney General.

rules, as required by ORS 279A.065 (6)(b), to determine whether any modifications need to be made to district rules to ensure compliance with statutory changes. . [Modifications will be made only following review by the district’s legal counsel.] New rules, as necessary, shall be adopted by the Board. In the event it is unnecessary to adopt new rules, Board minutes will reflect that the review process was completed as required.

Opportunity will be provided to all responsible suppliers to do business with the district. The Chief Financial Officer will develop and maintain lists of potential vendors for various types of materials, equipment and supplies. Such lists may be used to develop a mailing list for distribution of specifications and solicitations for bids or proposals. Any supplier may be included in the list upon request.

Procurements for services estimated to be in excess of \$250,000 shall go through the cost analysis and feasibility process described in ORS 279B.

Records of bids, proposals and specifications will be kept in the district administration office and will conform with Oregon Revised Statutes and applicable records retention provisions of the *Oregon Attorney General’s Model Public Contract Rules*.

END OF POLICY

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**Legal Reference(s):**

ORS Chapters [279](#), [279A](#), [279B](#) and [279C](#)  
[OAR Chapter 125](#), Divisions 246-249

<sup>4</sup> {If the Board does not establish its own rules of procedure as permitted under ORS 279A.065(5), the district is subject to the model rules adopted by the Attorney General, including all modifications to the model rules that the Attorney General may adopt.}

requirements and may reject for good cause any bid or proposal upon a written finding that it is in the public interest to do so. Such findings shall conform with criteria as specified by the *Oregon Attorney General's Model Public Contract Rules Manual*.

Opportunity will be provided to all responsible suppliers to do business with the district. The director of business services will develop and maintain lists of potential vendors for various types of materials, equipment and supplies. Such lists may be used to develop a mailing list for distribution of specifications and solicitations for bids or proposals. Any supplier may be included in the list upon request.

Procurements estimated to be in excess of \$250,000 shall go through the cost analysis and feasibility process described in ORS 279B.

Records of bids, proposals and specifications will be kept in the district administration office and will conform with Oregon Revised Statutes and applicable records retention provisions of the *Oregon Attorney General's Model Public Contract Rules Manual*.

END OF POLICY

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**Legal Reference(s):**

[ORS Chapters 279A, 279B and 279C](#)      [OAR Chapter 125](#), Divisions 246-249

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL.

**Cross Reference(s):**

- DJ - District Purchasing
- DJCA - Personal Services Contracts
- DJG - Vendor Relations
- FEF/FEFB - Construction Contracts - Bidding and Awards



## Vendor Relations

The district welcomes business and bids from all eligible vendors. **International vendors are not considered eligible vendors.** Preferential treatment will not be extended to any vendor. Orders will be placed on the basis of quality, price and delivery, with past services being a factor if other considerations are equal.

Salesmen or agents may not solicit staff members during hours when students are present. The superintendent may allow sales representatives or agents of educational products to contact staff members at times that will not interfere with the educational program.

Advertising is not allowed in the district unless it is approved by the superintendent. No district employee will receive compensation of any kind from any vendor for the sale of supplies or services.

END OF POLICY

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### Legal Reference(s):

[ORS 244.040](#)  
[ORS Chapters 279A, 279B and 279C](#)  
[ORS 332.107](#)

### Cross Reference(s):

DJ - District Purchasing  
DJC - Bidding Requirements





*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Anthony Lebron, Chief Financial Officer

**Subject: Resolution 2021-2022-027 Adopting the Annual Budget for Fiscal Year 2022-23**

Policy: [Budget Adoption Procedures - DBH](#)

Date: June 22, 2022

Action	<input type="checkbox"/>
Report	<input checked="" type="checkbox"/>

**Connection to School Board Core Beliefs and Commitments**

- Safety     Equity     Instructional Practice     Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

**Summary:**

Staff requests the Board approve the resolution prepared, adopting the annual budget for Fiscal Year 2022-23.

**Previous Board Action:**

The Board approves the budget annually.

**Background:**

Oregon Budget Law requires school districts to adopt an annual budget. Resolution #2021-2022-027 adopts a one year budget.

The fiscal year 2022-23 Budget as approved by the District’s Budget Committee appropriates expenditures totaling \$277,833,821 across multiple funds. The Board is asked to adopt the fiscal year 2022-23 Budget by fund and major function.

The Board may make modifications to the approved budget before adoption, within certain statutory limits. Any changes proposed following the adoption of the budget by the Board must be completed in the form of budget resolutions.

Any additional changes recommended by the Board should be made before adoption of Resolution #2021-2022-027, and any modifications must be mentioned in the motion to adopt the Resolution.

**Financial Implications:**

The adoption of Resolution #2021-2022-027 will adopt the District’s annual budget for Fiscal Period 2022-23, and appropriate expenditures across all funds in the amount of \$277,833,821.

**Alternatives:**

Without adoption the district will not be able to spend any funds.

**Staff Recommendation:**

Staff recommends the Board, having conducted the scheduled public hearing, review the approved budget, complete deliberations and adopt Resolution #2021-2022-027 as proposed or as amended by the Board. Staff recommends the Board adopt Resolution #2021-2022-027 as submitted.

**Motion:**

- A. Motion Made by Board Member:
  - a. See Below
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

**Final Motion if No Changes Approved (Single Motion):**

I move that the Board adopt Resolution #2021-2022-027 RESOLUTION ADOPTING THE 2022-23 BUDGET AND APPROPRIATING FUNDS.

OR

**Possible Change Motion (Requires Two Motions):**

I move that the Board adopt changes to the approved budget as discussed; specifically: a \$\_\_\_\_\_ increase / decrease in the \_\_\_\_\_ Fund.

**Final Motion if Motion for Changes Passes:**

I move that the Board adopt Resolution #2021-2022-027 RESOLUTION ADOPTING THE 2022-23 BUDGET AND APPROPRIATING FUNDS as amended.

**Resolution #2021-2022-27**

**A RESOLUTION ADOPTING THE 2022-23 BUDGET AND APPROPRIATING FUNDS**

**WHEREAS,** Oregon Local Budget Law requires school districts to adopt budget authorizing expenditures for each fiscal year, and

**WHEREAS,** the Budget Committee held a public hearing to gain public input on the proposed budget and subsequently approved the 2022-23 Budget, and

**WHEREAS,** the Board desires to adopt the 2022-23 Budget as presented and appropriate expenditures for the 2022-23 fiscal year, and

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of Reynolds School District 7 to adopt the 2022-23 Budget in the total sum of \$277,833,821, said budget being on file in the District’s Administrative Offices; and

**BE IT FURTHER RESOLVED** by the Board of Directors of the Reynolds School District #7 that the requirements for the fiscal year beginning July 1, 2022 are hereby appropriated as follows:

Major Function	Item Description	Approved Budget 2021-22	This Amendment	Adopted Budget 2021-22
<b>GENERAL FUND</b>				
Requirements				
1000	Instruction	\$85,177,363	-	\$85,177,363
2000	Support Services	\$60,002,351	-	\$60,002,351
3000	Community Services	\$171,958	-	\$171,958
5110	Long-Term Debt Service	\$200,000	-	\$200,000
5200	Transfers	\$2,721,650	-	\$2,721,650
6000	Contingency	\$14,638,103	-	\$14,638,103
7000	Ending Fund Balance	\$8,345,572	-	\$8,345,572
<b>TOTAL</b>		<b>\$171,256,997</b>	-	<b>\$171,256,997</b>

<b>FEDERAL PROGRAMS</b>				
Requirements				
1000	Instruction	\$18,059,113	-	\$18,059,113
2000	Support Services	\$14,302,668	-	\$14,302,668
3000	Community Services	\$1,931,473	-	\$1,931,473
<b>TOTAL</b>		<b>\$34,293,254</b>	<b>-</b>	<b>\$34,293,254</b>

<b>STATE &amp; OTHER PROGRAMS FUND</b>				
Requirements				
1000	Instruction	\$6,700,610	-	\$6,700,610
2000	Support Services	\$12,951,307	-	\$12,951,307
3000	Community Services	\$572,022	-	\$572,022
4000	Building Acquisition	\$8,337,398	-	\$8,337,398
5200	Transfer of Funds	\$104,000	-	\$104,000
6000	Contingency	\$92,319	-	\$92,319
7000	Ending Fund Balance	\$7,910	-	\$7,910
<b>TOTAL</b>		<b>\$28,765,566</b>	<b>-</b>	<b>\$28,765,566</b>

<b>NUTRITION SERVICES</b>				
Requirements				
2000	Support Services	-	-	-
3000	Community Services	\$9,326,497	-	\$9,326,497
6000	Contingency	\$500,000	-	\$500,000
<b>TOTAL</b>		<b>\$9,826,497</b>	<b>-</b>	<b>\$9,826,497</b>

<b>EARLY RETIREMENT FUND</b>				
Requirements				
2000	Support Services	\$325,000	-	\$325,000
<b>TOTAL</b>		<b>\$325,000</b>	<b>-</b>	<b>\$325,000</b>

<b>INSURANCE RESERVE FUND</b>				
Requirements				
2000	Support Services	\$1,094,000	-	\$1,094,000
<b>TOTAL</b>		<b>\$1,094,000</b>	<b>-</b>	<b>\$1,094,000</b>

<b>2015 DEBT SERVICE G.O. BONDS</b>				
Requirements				
5000	Long-Term Debt Service	\$10,507,427	-	\$10,507,427
7000	End Fund Balance	\$6,775,521	-	\$6,775,521
<b>TOTAL</b>		<b>\$17,282,948</b>	-	<b>\$17,282,948</b>

<b>DEBT SERVICE PERS BONDS</b>				
Requirements				
5000	Long-Term Debt Service	\$9,800,490	-	\$9,800,490
7000	End Fund Balance	\$169,535	-	\$169,535
<b>TOTAL</b>		<b>\$9,970,025</b>	-	<b>\$9,970,025</b>

<b>CAPITAL PROJECTS FUND</b>				
Requirements				
4000	Building Acquisition, Construction and Improvement Services	\$3,597,784	-	\$3,597,784
5000	Long-Term Debt Service	\$1,421,750	-	\$1,421,750
<b>TOTAL</b>		<b>\$5,019,534</b>	-	<b>\$5,019,534</b>

<b>2015 CAPITAL PROJECTS FUND</b>				
Requirements				
4000	Building Acquisition, Construction and Improvement Services	-	-	-
<b>TOTAL</b>		-	-	-

<b>SCHOOL IMPROVEMENT FUND QZAB</b>				
Requirements				
2000	Support Services	-	-	-
<b>TOTAL</b>		-	-	-

<b>TOTAL ALL FUNDS</b>				
<b>Requirements</b>				
1000	Instruction	109,937,086	-	109,937,086
2000	Support Services	88,675,326	-	88,675,326
3000	Community Services	12,001,950	-	12,001,950
4000	Building Acquisition, Construction and Improvement Services	11,935,182	-	11,935,182
5110	Long-Term Debt Service	21,929,667	-	21,929,667
5200	Transfers	2,825,650	-	2,825,650
6000	Contingency	15,230,422	-	15,230,422
7000	Ending Fund Balance	15,298,538	-	15,298,538
<b>TOTAL</b>		<b>277,833,821</b>	<b>-</b>	<b>277,833,821</b>

Effective Date: Upon Adoption

Passed and adopted by the Reynolds School Board this 22<sup>nd</sup> day of June 2022.

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Ana Gonzalez Muñoz, Board Chair

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Dr. Danna Diaz, Superintendent

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Anthony Lebron, Chief Financial Officer

**Subject: Resolution 2021-2022-028 Declaring, Imposing, and Categorizing Taxes for Fiscal Year 2022-2022**

Policy: [Budget Adoption Procedures - DBH](#)

Date: June 22, 2022

Action	<input checked="" type="checkbox"/>
Report	<input type="checkbox"/>

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**Connection to School Board Core Beliefs and Commitments**

Safety     Equity     Instructional Practice     Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

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**Summary:**

Staff requests the Board approve the resolution prepared, declaring and categorizing taxes for Fiscal Year 2022-23 as required.

Please refer to the following attachments:

- Resolution #2021-2022-028, A RESOLUTION DECLARING, IMPOSING AND CATEGORIZING TAXES FOR FISCAL YEAR 2022-2023

**Previous Board Action:**

The Board approves the tax rates annually.

**Background:**

Oregon Law requires school districts to declare and categorize taxes annually. The Board is asked to certify the District's permanent tax rate of \$4.4626 per \$1,000 of assessed valuation of all taxable property within the District.

The Board is further requested to levy the tax for bonded debt in the amount of \$12,100,00 for 2022-23.

**Financial Implications:**

The adoption of Resolution #2021-2022-028 imposes taxes at the District's permanent rate of \$4.4626 per \$1,000 of assessed valuation for the General Fund. It further imposes taxes for bonded debt in the amount of \$12,100,000. The estimated tax revenues within the General Fund and Bonded Debt Fund budgets are based upon the Board adopting the resolution declaring and categorizing taxes for 2022-23.

**Alternatives:**

Not Applicable

**Staff Recommendation:**

Staff recommends the Board adopt Resolution #2021-2022-028 to declare and categorize taxes for Fiscal Year 2022-23.

**Motion:**

- A. Motion Made by Board Member:
  - a. I move that the Board the Board adopt Resolution #2021-2022-028 to declare and categorize taxes for Fiscal Year 2022-23.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

**Resolution #2021-2022-028**  
**A RESOLUTION DECLARING, IMPOSING AND CATEGORIZING TAXES**  
**FISCAL YEAR 2022-2023**

**WHEREAS,** Oregon Law requires school districts to declare and categorize taxes annually, and

**WHEREAS,** the Board has adopted the 2022-23 Budget in the sum of \$277,833,821 including property tax revenues, and

**WHEREAS,** the Board desires to declare, impose and categorize taxes for Fiscal Year 2022-23 as allowed by law.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of Reynolds District #7 to declare the permanent tax rate to be \$4.4626 per \$1,000 of assessed valuation, to be levied upon the taxable property within the District; and

**BE IT FURTHER RESOLVED** by the Board of Directors of the Reynolds School District #7 that the tax of \$12,100,000 be levied upon all taxable property and categorized as education within the District to retire a portion of the District's long-term debt obligation, and amounts are declared as follows:

2022-2023 Tax Rates	
Levy within Tax Base (Permanent Rate)	\$ 4.4626
Levy for Bonded Debt (excluded from all limitations)	\$ 12,100,000

Effective Date: July 1, 2022

Passed and adopted by the Reynolds School Board this 22nd Day of June 2022.

\_\_\_\_\_  
 Ana Gonzalez Muñoz, Chair

\_\_\_\_\_  
 Dr. Danna Diaz, Superintendent



*As a community, we prepare lifelong learners to achieve their full potential in a complex and interconnected world.*

To: Board of Directors

From: Dr. Christopher Ortiz, Deputy Superintendent

Prepared by: Sarah Winters, Administrative Analyst, Human Capital Management

**Subject: REA MOU Summer School 2022**

Policy: [Board Powers and Duties – BBA](#)

Date: June 22, 2022

<b>Action</b>	<input checked="" type="checkbox"/>
<b>Report</b>	<input type="checkbox"/>

**Connection to School Board Core Beliefs and Commitments**

Safety       Equity       Instructional Practice       Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

**Summary:**

Reynolds School District (RSD) and Reynolds Education Association (REA) reached an agreement on a Memorandum of Understanding (MOU) for the purpose of outlining working conditions and safeguards for certified staff for the duration of summer school. It was approved by the Board on February 23, 2022. This revised MOU is being submitted for approval due to updated state guidelines and procedures related to COVID-19.

Please refer to the following attachment: REA Summer School MOU Final

**Previous Board Action:**

The Board approved the original Summer School MOU on February 23, 2022.

**Background:**

Staff of Reynolds have undertaken providing a safe, engaging, and fun summer program which addresses unfinished learning and the social emotional needs of our students. This will be done through hands-on activities, project-based learning, use of culturally relevant materials, and culturally-specific programming where appropriate for students to demonstrate academic growth in core content areas. Reynolds School District has collaborated with collective bargaining groups to outline working conditions for the duration of summer programming.

**Financial Implications:**

Not Applicable

**Alternatives:**

The Board could require additional information prior to taking action on this agenda item.

**Staff Recommendation:**

Staff recommends the Board approve the Summer School MOU as proposed.

**Motion:**

- A. Motion Made by Board Member:
  - a. I move that the Board approve the Summer School MOU between REA and RSD, which will serve as the protocol for licensed employees to work onsite and support the summer school program.
- B. Motion Seconded by Another Board Member
- C. Points of Clarification / Discussion
- D. Call for Board Vote

## ***Summer School 2022 MOU 6/10/22***

### **Memorandum of Agreement Between Reynolds School District and Reynolds Education Association on 2022 Summer School**

Reynolds School District No. 7, Multnomah County, Oregon (District) and the Reynolds Education Association together, "the parties," recognize that the safety of staff, students and families is a primary concern for professional educators. In addition, the Parties agree that the working conditions of professional educators during the COVID Pandemic were significantly altered when professional educators engaged in in-person learning. The District will provide Summer School programs in accordance with current guidelines set forth by the Governor, ODE, and local health authorities.

1. The work schedule for the 2022 Summer School session must comply with Articles 7 and 9 of the current Collective Bargaining Agreement. Class and cohort size will comply with Article 27.
2. The District will follow the most current RSSL guidance.
3. Educators who work with FLS, medically fragile, life skills, and emotional regulation challenged students will be provided highly specific protocols (treatment plans, medical instructions, emergency contingencies plans), training, PPE, and equipment to engage safely in providing the needs of their students. Given the high-risk nature of these assignments and the likelihood of absent staff members impacting delivery of consistent services, it is recognized that additional individuals within a building will need training beyond the immediately assigned educators. The District recognizes its responsibility to evaluate staffing levels to ensure student safety, both in terms of student supervision and maintaining specialized levels of services. The District may need to suspend in-person learning services on a building by building basis until such time as necessary staffing levels can be maintained. This is for the protection of all students and staff in any specialized program. In such a circumstance, students on IEP's would continue to receive FAPE services.
4. All meetings may be offered virtually or in person, at the discretion of the summer school building administration. For any in-person meeting, three (3) feet distancing will be maintained to the extent possible.
5. If there is a substantial change in safety conditions, or a certified educator documents and reports at least three (3) safety conditions that they believe may have been violated to their site administrator and/or Summer School District Coordinator, that are not resolved after notice to the District, the site administrator, REA Leadership

***Summer School 2022 MOU 6/10/22***

and District Coordinator will work with the educator to provide mutually agreed upon solutions so the educator can safely continue to perform their duties. This in no way limits the right of the educator and/or the Association to submit complaints to OSHA as they deem necessary. The District shall provide a copy of its communicable disease management plan and all COVID-19 safety protocols to each educator who works in the building during Summer School. The District and Association shall continue to use the established process for named and anonymous sharing of concerns that can be reviewed on a daily and weekly basis by the designated building point-person and a representative in each building selected by the Association.

6. As part of Summer School programming, administrators may assign necessary duties that are not ordinarily a part of an educator's regular work responsibilities, so long as such duties are equitably shouldered by all educators through a schedule rotation. Examples of such duties might include bus off and on-boarding, breakfast, lunch or recess supervision, transitions between cohorts, etc. Schedules may be flexed by mutual agreement between administrator and member. This could include starting or leaving 15 minutes earlier, exchanges of additional break or lunch or prep time for duty, or compensation at per diem if the contract day should need to be extended.
7. The District will comply with COVID 19 rapid testing and contact tracing requirements in RSSL and by the MCHD if these requirements are reinstated. The District will provide a rapid antigen test on site for any staff or students who show symptoms of COVID. Any person who tests positive shall be sent home. Students with symptoms whose parents do not authorize a rapid test will be sent home. Each time a positive COVID-19 case has been detected, the District shall notify the Association and school personnel of the building/worksite(s) where the case was detected, how many staff members and students were exposed and/or affected, to the extent information is available to the District and does not violate HIPAA rights.

RSD will implement the established safety and cleaning as required by RSSL Guidance document, all of which will be overseen and enforced by an identified site supervisor. The following health and safety protocols will be used:

- a. Each site shall have separate, appropriately supervised, and adequately equipped spaces for any ill students and for first aid cases.
- b. Provide appropriate "workplace provisions" of Personal Protective Equipment (PPE) and/or Essential Protective Gear (EPG) in accordance with federal, state, and local guidelines in effect and as requested by staff. RSD shall provide K95 face coverings (masks) for staff who request them, handwashing stations, hand sanitizer, sanitizing wipes, and other cleaning materials as applicable. RSD shall

***Summer School 2022 MOU 6/10/22***

provide enough face coverings (masks) for staff, community partners, and students who request them and make available at easily identified stations in each building/worksite.

- c. In the event that a mask requirement for schools is reinstated, RSD shall require the use of facial coverings (masks) that are worn properly in indoor settings. Staff members who cannot wear a mask because of a documented health issue must complete the interactive process through the district leave and accommodation process.
  - d. In the event that a mask requirement for schools is reinstated, no educator will be required to work in a room where students are not wearing masks, except as allowed by the current RSSL. RSD shall provide masks that meet standards equivalent to masks designated as K95, enough gloves, gowns, head coverings, and face shields for staff who are in programs and classrooms that place them at increased risk as determined by RSD and REA.
  - e. RSD will continue to comply with the requirements in Facilities and School Operations of the current RSSL to ensure staff and student safety. Students, employees, and visitors will be encouraged to wash their hands or use hand sanitizer upon entering district sites. Every classroom and workspace shall be provided hand sanitizer. All hand washing/hand sanitizing supplies noted above or otherwise provided shall be checked and restocked immediately as needed and prior to the beginning of each day.
  - f. All staff will be provided a confidential space to conduct tasks requiring confidentiality when appropriate and needed for their assignment.
8. Any and all Summer School programs will take place in RSD buildings that are equipped with HVAC systems and filters specific to the equipment. When MERV 13 cannot be reached, any learning spaces served by that system are provided additional portable HEPA units for the MERV rating loss. The District shall provide portable, low noise HEPA-rated air filters that have a CDAR of at least 300 standard cubic feet per minute and a large enough capacity for the square footage of the occupied space in all classrooms and/or spaces that are used for in-person instruction. The District shall provide and distribute HEPA air purifiers to all classrooms and spaces that are used for instruction prior to the first day each student group is to report to worksites. Members whose workspaces are not student learning spaces may request HEPA air purifiers through the summer school building administrator and/or REA representative.

***Summer School 2022 MOU 6/10/22***

9. Job postings for Summer School positions will be building-specific and advertised via an email survey provided by the District. Such positions will be filled by interested in-building staff first who are qualified by endorsement. In the event that no in-building personnel are interested or qualified by endorsement to fill a position, a candidate will be sought elsewhere within the District. When more than one candidate is interested in a position, the process currently used for voluntary transfers within the district, including internal interviews if necessary, will be implemented to determine selection. If no qualified staff members are interested in advertised summer school positions, such jobs will be posted on the District website and standard hiring protocols will be used to fill the position.
  
10. Certified staff members who fill Summer School positions for the 2022 session will be paid at their hourly rate for all working hours and will be protected by the current Collective Bargaining Agreement, regardless of their assignment including those serving in administration positions. Certified staff members shall be paid based on the 2021-22 salary schedule as of March 1, 2022. If such members fill positions which traditionally fall under the SUN Schools umbrella, those positions will be funded by the Reynolds School District. This change is possible due to state level funds not traditionally available and is not intended to establish precedent. Hours worked will be entered into Timeclock Plus on weekly basis every Friday. Timeclock Plus codes shall be entered into the system and staff will be provided the correct codes prior to the start of Summer School. Staff will be paid on July 15, 2022, August 8, 2022 and September 20, 2022. Any late entries will be paid no later than the following scheduled pay date. Staff working Summer School shall not be evaluated as per Article 5, H. of the CBA; all other provisions of Article 5 will be adhered to during Summer School.
  
11. Certified staff members who work full time will be afforded a minimum of one (1) hour of paid prep time per day and paid lunch breaks per day commensurate with current contract language in Article 9. All certified staff members shall be given eight (8) hours of pre-instructional preparation time before students begin summer school at their per diem rate. This day is to be used by members to prepare classrooms, materials, and lessons. There shall be no required district and/or building staff meetings on this day. Any professional development will occur prior to the start of summer school and will be paid at the certified staff member's per diem rate.
  
12. It is understood that staff who are hired to perform in-person duties during Summer School will do so on site and will not be allowed to work remotely for such work. Any staff member who cannot report due to illness, including quarantine, will need to request a substitute through the Summer School Coordinator or designated administrator. Designated administrators will be identified for staff prior to the start of summer session.

***Summer School 2022 MOU 6/10/22***

- a. An employee who tests positive for COVID-19 and is subject to a quarantine or isolation order directed by Multnomah County Public Health, or is sent home and is awaiting results of a COVID-19 test shall be compensated at their contracted amount by the District for days missed. In order to be compensated all summer school employees who test positive for COVID-19 are required to report this result to their supervisor. The employee shall enter those hours into Timeclock Plus. Only employees who show proof of vaccination or medical proof that they are unable to be vaccinated will qualify for this District benefit.
  
- b. In the event an individual student is unable to attend school because of illness, the district will treat this as a traditional absence regarding expectations for educators. If a classroom or school program needs to be temporarily closed for COVID-related reasons, staff will continue to report to the work site. In the event of an emergency closure to a school site, Article 8 of the CBA will apply.

If a classroom or school program is permanently dissolved or closed, staff will be given the option to be reassigned to other buildings for the remainder of the summer program. Staff who elect to be reassigned for the summer will be afforded a minimum of one transition day prior to beginning an assignment at a new work site. At least half of any transition period will be member directed.

13. By mutual agreement, the 2022 Summer School MOU may be reopened to address potential needs. Any new guidelines, exceptions or amendments to guidance for onsite instruction, including but not limited to a change in mask-wearing, PPE, or social distancing policies, and/or any changes that substantially change working or safety conditions, must be negotiated with the Association.
  
14. This Summer School agreement will expire on August 26, 2022.

**Summer School 2022 MOU 6/10/22**

For the Association:

For the District:

DocuSigned by:  
*Lisa Griffith* 6/15/2022  
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Lisa Griffith Date  
REA President

DocuSigned by:  
*Shaunice Silas* 6/13/2022  
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Shaunice Silas Date  
Executive Director of HCM

DocuSigned by:  
*Bruce Marsh* 6/14/2022  
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Bruce Marsh Date  
Co-Bargaining Chair

DocuSigned by:  
*Wade Bakley* 6/13/2022  
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Wade Bakley Date  
Principal, RHS

DocuSigned by:  
*Dr. Danna Diaz* 6/13/2022  
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Dr. Danna Diaz Date  
Superintendent

DocuSigned by:  
*Dr. Christopher Ortiz* 6/13/2022  
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\_\_\_\_\_  
Dr. Christopher Ortiz Date  
Deputy Superintendent

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Kaylie Jeffries, Executive Assistant to the Superintendent

**Subject: Board Discussion**

Policy: [Board Meetings – BD/BDA, Conduct of Board Meetings – BDDF](#)

Date: June 22, 2022

Action	<input type="checkbox"/>
Report	<input checked="" type="checkbox"/>

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**Connection to School Board Core Beliefs and Commitments**

Safety       Equity       Instructional Practice       Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

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**Summary:**

Members of the Reynolds School Board will communicate ideas or requests for presenters at upcoming board meetings, agenda setting, or requests for reports.

- Summary of Community Engagement Meetings for Board Goals and Guardrails.

**Previous Board Action:**

Not Applicable

**Background:**

Not Applicable

**Financial Implications:**

Not Applicable

**Alternatives:**

Not Applicable

**Staff Recommendation:**

Not Applicable

**Motion:**

Not Applicable

To: Board of Directors

From: Dr. Danna Diaz, Superintendent of Schools

Prepared by: Kaylie Jeffries, Executive Assistant to the Superintendent

**Subject: Adjourn**

Policy: [Board Meetings – BD/BDA, Conduct of Board Meetings – BDDF](#)

Date: June 22, 2022

Action	<input checked="" type="checkbox"/>
Report	<input type="checkbox"/>

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**Connection to School Board Core Beliefs and Commitments**

Safety     Equity     Instructional Practice     Organizational Culture

**Strategic Plan Goal Topic 3: Student and Staff Wellness**

We will promote a healthy learning and working environment which provides students and staff with the skills, social support, and environmental reinforcement they need to adopt long-term, healthy behaviors.

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**Adjournment**

