Board of Directors
North Clackamas School District 12
12400 SE Freeman Way
Milwaukie, Oregon 97222

Agenda

North Clackamas School Board
Thursday, September 10, 2026 6:00 PM
Boardroom/YouTube
12400 SE Freeman Way
Milwaukie, OR 97222

Times listed on the agenda below are only estimates and may be adjusted.

OPEN SESSION

6:00 Call to Order
Community Comments

Native Land Acknowledgement 3

Flag Salute 4

Consent Agenda
A. Employment Changes
B. Minutes - August 27, 2026 **5**
C. Budget Calendar 2027-2028 **8**
D. Board Protocols and Operating Agreements **10**
E. Travel Request - Clackamas High School Girls Basketball **13**

6:30 1. Superintendent's Report
Presenter: Shay James

6:50 2. Board Reports

7:00 3. Quarterly Financial Report **21**
Presenter: Matt Makara

7:05 4. Policy Revisions - Discussion **25**
Presenter: Michelle Riddell

7:10 5. Budget Committee Vacancies - Action **43**
Presenter: Matt Makara

7:15 Adjourn

EXECUTIVE SESSION

Convened under Oregon Laws ORS 192.660 (2)(d).
NOTICE TO MEDIA: (4) Representatives of the news media shall be allowed to attend executive sessions other than those held under subsection (2)(d) of this section relating to labor negotiations or executive session held pursuant to ORS 332.061 (2). Representatives of the news media who are permitted to attend executive sessions are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session

as previously announced.

7:20 Open Executive Session

7:50 Adjourn Executive Session

Native Land Acknowledgment

We acknowledge the land on which we sit and which we call the North Clackamas School District rests on the traditional and indigenous lands and village sites of the Native peoples of the Kalapuya, Chinook, Molalla, and the Clackamas. We take this opportunity to offer gratitude for the ability to learn, work, and be a community on this land, and we offer thanks to the original caretakers of this region. We recognize the historic policies of colonization, genocide, relocation, and assimilation that affected Indigenous and Native families both past and present and that will affect those in the future, and honor the resilience and revitalization of our Indigenous and Native communities. We pay our respects to the Elders, both past and present, who have been the stewards of this land throughout the generations.

Adopted 6/4/2020

Flag Salute

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

NORTH CLACKAMAS SCHOOL DISTRICT 12
CLACKAMAS COUNTY, OREGON
MINUTES — BOARD OF DIRECTORS MEETING
August 27, 2026
Boardroom/YouTube

Open Session

With due notice having been given and a quorum present, Chair Jena Benologa convened open session at 6:00 p.m. with the following members present:

Jena Benologa	-	Chair
Samantha Tamtreng	-	Vice Chair
Monica Di Pietrantonio	-	Director
Paul Kemp	-	Director
Tory McVay	-	Director
April Olson	-	Director
Glenn Wachter	-	Director
Shay James	-	Superintendent
Donna Collingwood	-	Board Secretary

Also present were Tiffany Shireman, Ivonne Dibblee, Michelle Riddell, Khaliyah Williams-Rodriguez, Teresa Neff-Webster, Petra Callin, Patricia Ahrens, Tammy O'Neill, Matt Makara, Jen Dove-Kiltow, Ryan Richardson, and David Kruse.

Community Comments -

- Troy Gagliano, Milwaukie, spoke about accountability.

Native Land Acknowledgement video was shown. The Board led the Pledge of Allegiance.

R26/27-4

Consent Agenda – Glenn Wachter moved, Tory McVay seconded the motion to adopt the consent agenda as recommended:

Employment Changes - Approve employment changes as listed, with a copy of the list made as part of the official minutes, as recommended by the Chief of Human Resources & Business Services:

- Administrative appointment and transfers
- Licensed appointments, transfers, leaves, and terminations

Minutes - July 9, 2026 - approve the minutes of the regular Board Meeting held July 9, 2026.

Policy Revisions - Approve revisions to the following policies as recommended by the Policy Review Committee.

- FCB – Granting Easements On, Below or Above District Property
- IKE - Promotion, Acceleration and Retention of Students

Motion passed 7-0 - Benologa, Di Pietrantonio, Kemp, McVay, Olson, Tamtreng, Wachter voted yes.

Board Reports - Summer OSBA – Board members made brief reports on activities and events they had attended.

Board Liaisons Committee Assignments - Chair Jena Benologa notified Board members of the Board liaison committee assignments for 2026-2027.

Budget Calendar 2027-28 - Discussion - Executive Director of Finance and Business Services Matt Makara discussed the 2027-2028 Budget Calendar.

Budget Committee Vacancies - Discussion - Executive Director of Finance and Business Services Matt Makara discussed declaring Budget Committee positions 8, 10, and 11 vacant. The Board discussed the reappointment of eligible members or proceeding with the application process.

R26/27-5 **Contract Award: Student Chromebook Procurement - Discussion/Action -** Tory McVay moved, Paul Kemp seconded the motion to award a contract to the Organization for Educational Technology for the purchase of student Chromebooks for a total cost not to exceed $1,500,000.00 as part of the district's transition to a long-term routine maintenance and refresh program.

Motion passed 7-0 - Benologa, Di Pietrantonio, Kemp, McVay, Olson, Tamtreng, Wachter voted yes.

R26/27-6 **Complaint - Action** - Glenn Wachter moved, April Olson seconded the motion that the Board deny the complaint against the Board Chair and to delegate to the Vice Chair the authority to respond to the complainant.

Motion passed 6-0 - Di Pietrantonio, Kemp, McVay, Olson, Tamtreng, Wachter voted yes.

Break

Board Processes and Protocols - Libra Forde discussed board processes and protocols with board members.

Draft

There being no further business to come before the Board, the meeting adjourned at 7:51 p.m.

Executive Session Chair Jena Benologa convened executive session under ORS 192.660(o) at 7:54 p.m.

Security of Public Body Facilities - The Board consulted with NCSD staff under ORS 192.660(o) to consider security of public body facilities.

Executive session adjourned at 8:01 p.m.

Unapproved

Draft

BUDGET CALENDAR 2027-2028 **CONSENT C**

September 10, 2026

SUPERINTENDENT'S RECOMMENDATION:
Staff recommends approval of the 2027-2028 Budget Calendar.

ORIGINATED BY:
As provided by law, the Board will annually adopt a budget calendar, which will identify dates and deadlines required for the legal presentation and adoption of the budget.

BACKGROUND:
The proposed calendar includes informational meetings scheduled in March and April 2027. The first Budget Committee Meeting will begin on May 13, 2027, followed by an additional meeting scheduled for May 27, 2027. Adoption of the budget is scheduled for June 3, 2027, at a regular meeting of the Board.

ATTACHMENTS:
Budget Calendar 2027-2028

PRESENTER / STAFF CONTACT:
Matt Makara, Executive Director of Finance and Business Services

NORTH CLACKAMAS SCHOOL DISTRICT
BUDGET CALENDAR 2027-2028

Date	Activity
August 27, 2026 (Thursday)	REGULAR BOARD MEETING Proposed Budget Calendar presented to Board. Discussion item with budget committee vacancies and appointment process.
September 10, 2026 (Thursday)	REGULAR BOARD MEETING Approval of budget calendar and declaration of budget committee vacancies and/or reappoint previous members
November 19, 2026 (Thursday)	REGULAR BOARD MEETING Appoint budget committee members
March 18, 2027 (Thursday)	**BUDGET COMMITTEE INFORMATIONAL MEETING**
April 15, 2027 (Thursday)	**BUDGET COMMITTEE INFORMATIONAL MEETING**
April 27, 2027 (Tuesday)	**BUDGET COMMITTEE INFORMATIONAL MEETING (if needed)**
April 28, 2027	Publish first notice of May 13, 2027 Budget Committee Meeting
May 5, 2027	Publish second notice of May 13, 2027 Budget Committee Meeting on District website
May 13, 2027 (Thursday)	**1st OFFICIAL BUDGET COMMITTEE MEETING** Budget message presented, public testimony
May 12, 2027	Publish notice of May 27, 2027 Budget Committee Meeting on District website
May 19, 2027	Publish notice of June 3, 2027 Budget Hearing (ORS 294.438)
May 27, 2027 (Thursday)	**2nd BUDGET COMMITTEE MEETING** District presents information in response to questions, public testimony, approval of budget and tax levies
June 3, 2027 (Thursday)	REGULAR BOARD MEETING Public meeting (Budget Hearing) on 2027-2028 Budget (ORS 294.456) Enact resolutions adopting 2027-2028 budget, make appropriations, declare the permanent tax rate to be imposed and categorize taxes. Establish the construction excise tax rate.
July 15, 2027	Provide notice of property tax and intent to impose a tax to County Assessor for Fiscal Year 2027-2028. Provide Adopted Budget PDF to Oregon Department of Education.
August 15, 2027	Submission of electronic budget data to the Oregon Department of Education

Meetings may be held virtually or in person, beginning at 6:00 pm.

(Please Note: Additional meetings may be scheduled as needed, and all dates/times are subject to change.)

BOARD PROTOCOLS AND OPERATING AGREEMENTS **CONSENT D**

September 10, 2026

BOARD CONSIDERATION:

Approve the attached Board Protocols and Operating Agreements. These remain unchanged since they were approved by the Board on August 21, 2025.

ORIGINATED BY:

Annual agenda item.

ATTACHMENTS:

Board Protocols and Operating Agreements

PRESENTER:

Jena Benologa, Board Chair

NORTH CLACKAMAS BOARD OF DIRECTORS OPERATING AGREEMENTS

A. The Board will focus on governing through policy and strategic direction in support of student achievement.

B. The Board is committed to ensuring an ongoing, open dialogue with the community.

C. The leadership and direction of district staff and the management of the school district is the direct responsibility of the superintendent, not the Board or any individual Board member. The Board and superintendent will work together to maintain open and honest communication based upon trust.

D. The Board acknowledges the primary responsibility of the superintendent, supported by administrative staff, is to achieve the strategic direction and accompanying goals set by the Board of Directors in collaboration with the Superintendent. Board members will work with the Superintendent's office in their interactions with staff.

E. The Board, representing the community members of the district, establishes strategic direction and goals. The superintendent determines the data needed to measure and monitor the process, progress, and goals.

F. The Board commits itself individually and collectively to maintain standards of conduct, to "speak with one voice" once decisions are made, to maintain a positive culture and orderly decision-making processes, and to do its work openly.

BOARD PROCESS AND PROTOCOLS

1. All data and information provided by the district to one Board member will be provided to all board members.
2. Decisions made by the Board will not be made the first time an issue is brought before the Board except under exceptional circumstances.
3. Board member requests during open session will be recorded by the Superintendent, and will be acted upon in the most appropriate manner as ascertained by the Superintendent and Board Chairs.
4. Board member requests outside of open session will be acted upon as ascertained by the Superintendent and Board Chairs and response shared with all members.
5. Board members will strive to make decisions in an orderly fashion at meetings, expressing positions once during debate and using motions to end debate when discussions become repetitive.
6. Board members will share their perspectives succinctly and respect differing opinions.
7. Board members will generally encourage community members to seek information or guidance from the staff member closest to the situation. If the community member requires more specific assistance, board members may refer community members to the Board Secretary for assistance in determining who can best provide the requested information or address the question. When board members receive areas of major concern or complaints from community members, board members will refer community members to the Superintendent and notify the Board Chairs.
8. A copy of any written legal opinion regarding Board business, Board actions, or potential future Board actions or regarding any Board member(s) that is provided to the Board Chair or Superintendent will be provided to all Board members.
9. Board members and staff are respectful toward members of the community who address the Board.
10. Board members agree that productive board meetings require the engagement of all board members. Board members will typically attend board meetings in person.
    a) Remote attendance: Board members may attend board meetings virtually or by phone if they notify the Board Secretary and Chair at least one day in advance or as soon as possible.
    b) Absences: For any absence, members should notify the Board Chair, Secretary, and Superintendent at least one week in advance or as soon as possible.
11. Board members agree that during meetings they will strive to:
    a) Avoid springing surprises on each other.
    b) Avoid hidden agendas.
    c) Use Robert's Rules of Order Newly Revised to govern its deliberations and to control the meeting.
    d) State their position and vote their conscience.
    e) Treat all present with respect.
    f) Attack issues, not attack people.
    g) Refrain from debating issues with members of the audience.
    h) Use discretion when addressing issues presented to the Board.
    i) Direct questions or comments to the Board Chair when responding to issues presented to the Board by the public.
    j) Limit deliberations/activities to Board work and not administrative/staff work.
    k) Ensure only one person speaks at a time and that each member has an equal opportunity to participate.
    l) Listen to each other and refrain from side conversations.
    m) Refrain from long speeches.
    n) Model the behaviors the Board expects of students, staff, and community members.
    o) Maintain decorum and avoid using aggressive tactics.
    p) Refrain from taking a position on an agenda item or issue until all relevant information is presented.
    q) Praise publicly and challenge respectfully.
    r) Monitor meeting process for compliance with laws and policy.
12. The Board may perform an annual self-evaluation.
13. The Board Chair may summarize action items & wrap up following official meetings.

TRAVEL PERMISSION REQUEST **CONSENT E**

Clackamas High School Girls Basketball September 10, 2026

SUPERINTENDENT'S RECOMMENDATION:

Board approval of the request to travel.

BACKGROUND:

Clackamas High School is requesting permission for 12 students and 2 chaperones to travel to Honolulu, Hawaii, December 16-20, 2026 for a basketball tournament. The trip cost approximately $2,651.00 per student to be funded by a free throw and casino night fundraiser.

SOURCE OF FUNDS:

See attached Application for Permission to Travel

ATTACHMENTS:

Application for Permission to Travel and required attachments

STAFF CONTACT:

Petra Callin, Executive Director of Secondary Programs

Received 8/20/26 (BW)

North Clackamas Schools

2026-2027 Application for Permission to Travel

Section I – General Information *(check all that apply)*

☑ Requires Principal Approval ☑ Requires District Approval ☑ Requires Board Approval
☑ First time travel for this group/itinerary OR ☐ Annual/Repeated trip (i.e. annual Fall choir retreat)

School: Clackamas High School Name of group: Girls Varsity Basketball

Dates of travel: 12/16/26-12/20/26 Initiator: Korey Landolt

Destination: Honolulu, Hawaii Application date: August 18, 2026

Number of nights of overnight stay: 4 Time of departure: 9am

Number of school days students will miss: 3

Rationale for missed school days:

Our program was invited to compete in a 3 day (game) tourney in Hawaii, which is a very unique opportunity for our girls. We will also be exploring and learning about the island and some history while we are there.

Number of students: ____ (male) 12 (female) Number of chaperones: 1 (male) 1 (female)

Background checks will be completed and verified on all chaperones. Background checks must be submitted every three years. Gender ratio of students should be reflected in chaperones.

Person verifying background checks will be: Breanna Wright ***Initial here when completed:*** BW

Purpose of travel:

To play in a 3 day competitive basketball tourney.

What plans have been made for school make-up work when trip requires students miss school?

Teachers will be notified by the athlete and Korey Landolt about the missing class days and students will collect work ahead of leaving on 12/16. While in Hawaii we will carve out 2 hours of study hall each day we miss class.

What specific responsibilities have been assigned to the chaperones?

Chaperones will coach, supervise, travel to and from the hotel to the gym and other activities, as well as organize meals and snacks. They will be overseeing the overall health and safety of the student athletes.

Section II – Budget Information – Cost per student (*Does not include chaperone costs.*)

Expenses (per student)

1. Transportation $ 910
2. Lodging (no home stays) $ 999
3. Meals $ 500
4. Fees/Event Expense $ 242
5. Other $ _____

Description of other expenses: _____

6. Total cost per student (total lines 1 through 5: $ 2651

7. # of chaperones 2

8. # of students 12

9. Total # of students + chaperones 14

10. Total cost of participation (Line 6 x Line 9: $ 37,114.00

11. Substitute Teachers: (rates are effective 2025-2026)

a. 1 # Full-Day Substitute(s) 3 # of Days @ $318.50 = $ 955.50

b. _ # Half-Day Substitute(s) _ # of Days @ $159.25 = $ 0.00

c. **Total Sub Cost** $ 955.50

TOTAL COST OF FIELD TRIP/TRAVEL (Line 10 plus line 11c.): $ 38,069.50

Funding for Planning Purposes (estimates only) ***Planning purposes only- does not reflect final budget amounts.***

1. Does your current account balance cover this trip? No
   a. If no, please explain

   Currently we are 2/3 of the way to our Full Fundraising goal

2. Amount of fund balance allocated for this trip: _____

3. Projected fundraising income*: 38,069.50

4. Projected contributions (donations)*: _____

5. OUT OF POCKET (per student): 0.00

Total Funding Resources – including fund raising, student out-of-pocket, contributions, school budget (totals should match): $ 38,069.50

*Describe projected fund-raising activities and contributions:

A Free Throw a-thon fundraiser where students get sponsorships for their 100 made free throws. We are hosting a Casino Night Fundraiser as well.

No students will be denied participation due to lack of funds. Adequate sources of revenue must be made available to all students.

No students will be required to pay additional costs beyond the original plan.

Section III – Transportation and Lodging Information

Transportation:

- ☐ NCSD bus
- ☐ NCSD mini bus (Type 20)
- ☐ Rental Vehicle* (no rental of 15-passenger vans allowed)
- ☑ Nondistrict commercial transportation (bus, train, plane)
- ☑ Private/personal vehicles (Must have parent/guardian release form)

For use of NCSD minibus, please identify the NCSD current certified mini-bus drivers:

Name of minibus Driver(s): _____

_____

NCSD mini buses cannot be used for trips which total more than 600 miles round trip.

Number of miles round trip: _____

*Drivers of rental vehicles must be approved via the District's driver certification process. Contact Risk Management to complete the certification process (allowing a minimum of two weeks for processing with the State DMV).

Name of rental vehicle Driver(s): _____

_____

Name the type(s) of non-district transportation to be used (including to and from airport) and company name:

Students will meet at Portland International Airport (driven by family transportation)
Flight to Hawaii on Alaska Airlines
Bus Charter called "Oahu Genius" on the Island of Oahu

Name and location of lodging and description of room arrangements (chaperones may not share rooms with students; see item #2 under Chaperone Guidelines). Students are not allowed to stay with host families without written permission from Superintendent or designee. This is in accordance with Volunteer Policy IICC-AR(1):

Hilton Hawaiian Village Resort
2005 Kālia Rd, Honolulu, HI 96815

Players will be 4 per room with all 12 players attending. Coaches will be in their own rooms.

For all travel requests, transportation details and a pre-trip driver requirements forms (If driving a Type 20 NCSD minibus must be included).

I have read and understand all trip guidelines.

Korey Landolt _____ 8/18/26

Trip Leader Signature Date

Section IV – Required Attachments for building level approval only.

The following attachments must accompany this application:

- [x] Detailed Itinerary which includes **all** planned activities and outline of student expectations specific to the trip.
- [ ] Pre-trip Driver Requirements (NCSD minibus-Type 20) upon departure. □
- [x] Copy of Permission Release Forms and Emergency Information
- [x] List of chaperones and verification of current background check on file.

Section V – Required Attachments to be sent to district level. (All other forms stay at the building.)

- [x] Detailed itinerary which includes **all** planned activities and outline of student expectations specific to the trip.
- [x] List of chaperones and verification of current background check on file.

Section VI – Approval

Principal Level: [x] Approved [ ] Denied

John Arntson 8/19/26

Principal Date

District Level: [x] Approved [ ] Denied

Executive Director of Elementary/Secondary 8/31/26

Executive Director of Elementary/Secondary Date

Date of Board Approval: _____

Clackamas Girls Basketball

KSA Hawaii Tourney O'ahu Basketball Classic

December 16-20, 2026 O'ahu Hawaii

Team Trip Itinerary-Tentative

NOTE: Once the tournament bracket is released we will be finalizing times for meals, down time and study hall for players. Parents will know the daily schedule so they can know what their daughters are up to each day.

WEDNESDAY December 16th

Travel Day Players will arrive at PDX to board their team flight on Alaska Airlines that leaves around 9am. Upon Arrival to Honolulu players/Coaches will gather all luggage and head to be picked up by the Chartered bus to transport us to Hilton Hawaiian Village. All Players/Coaches will get checked into their rooms and will meet for our first team dinner at the Hotel. Lights out by 10pm.

Thursday December 17th

8:00 am Breakfast at the Hotel
Game 1 will be between 9 am and 2pm.
The rest of the Meals/team activities will be determined by game schedule
4pm trip to Pearl Harbor Museum
6pm dinner out (TBD)
10pm Lights out

Friday December 18th

8:00 am Breakfast at the Hotel
Game 1 will be between 9 am and 2pm.
The rest of the Meals/team activities will be determined by game schedule
Study Hall time for 2 hours in the afternoon after our game.
6pm Luau Dinner at the Hotel
10pm Lights out

Saturday December 19th

8:00 am Breakfast at the Hotel
Game 1 will be between 9 am and 2pm.
The rest of the Meals/team activities will be determined by game schedule
Activities around Waikiki (shopping, hike, college visit)
6pm dinner out (TBD)
10pm Lights out

Sunday December 20th

Travel Day Home
Charter back to Honolulu International to Fly to PDX

SEE BELOW FOR INVITATION LETTER TO CLACKAMS GIRLS BASKETBALL:

Jillian Oliver
Sales Manager
KSA Events
13506 Summerport Village Pkwy, Suite 422
Windermere, FL, 34786
Jillian@ksaevents.net
(407)506-7673

Korey Landolt
Girls Basketball Coach
Clackams High School
14486 SE 122nd Ave
Clackamas, OR, 97015

Dear Coach Korey Landolt,

I hope this message finds you well. On behalf of KSA Events, I am pleased to extend a invitation to **Clackamas Girls Basketball** to participate in our upcoming KSA Events O'ahu Basketball Classic. This event will be held on **December 16 - December 20, 2026** at the **Hilton Hawaiian Village**, and we would be honored to have your team join us for an exciting and competitive tournament.

KSA Events aims to provide a fun, engaging, and high-spirited environment where student-athletes can showcase their skills, build camaraderie, and compete at a high level. We believe that your team's participation would contribute greatly to the success of the event and offer your athletes an excellent opportunity for growth and development.

Event Details:

- **Tournament Dates:** December 16 - December 20, 2026
- **Location:** Hilton Hawaiian Village
- **Team Registration Fee:** $500

We are committed to providing a well-organized and enjoyable experience for all participants. In addition to the tournament itself, the KSA Events package will include meals, transportation (to and from the airport & to and from playing facilities / package inclusions), and hotel accommodations. In addition, each athlete will be immersed in the Hawaiian culture through events such as a Luau and an unforgettably moving trip to the Pearl Harbor Museum with a trip out to the USS Arizona Memorial.

Please let us know if you are interested in participating. You can register by contacting me at the phone number or email provided. If you have any questions or need further information, feel free to reach out.

We look forward to the possibility of having the **Clackamas Girls Basketball Team** join us for

what promises to be an exciting and memorable basketball tournament!

Thank you for considering this opportunity, and we hope to hear from you soon.
Sincerely,

Jillian Oliver
Sales Manager
KSA Events
13506 Summerport Village Pkwy, Suite 422
Windermere, FL, 34786
Jillian@ksaevents.net
(407)506-7673

QUARTERLY FINANCIAL REPORT **REPORT**

Agenda Item #3
September 10, 2026

SUPERINTENDENT'S RECOMMENDATION:
Information presented for review and discussion.

BACKGROUND:
Financial Highlights:
The 2025-26 General Fund ending balance is projected to be approximately $77.0 million, or 20.22% of resources and $11.2 million less than the prior year.

The beginning fund balance on the attached Quarterly Financial Report has been adjusted to reflect the fund balance changes between the Budget, which was the best estimate during the budget development process in the spring, and the Activity columns. The projected ending fund balance for 2025-26 continues to be above the minimum required by Board Policy.

Notes:
The forecast for total operating revenue is anticipated to exceed the budget by $7.5M, with increases primarily in the following categories; the State School Fund has been increased by a net of $3.9M, Investment Earnings revenue has been increased by $940K, and Other Services and Fees (such as grant indirect charges) have been increased by $1.8M.

The forecast for total expenditures is anticipated to finish under budget by $4.5M, with decreases primarily in the following categories; Salaries and Benefits has been decreased by $17.5M (7%) as a result of vacancies, and the impact of the PERS rate reduction (SB 849), which was not finalized at the time the Budget was developed. This was partially offset by forecasted increases in Purchased Services by $3.0M and also in Transfers Out of $10.3M. The additional transfers are $1.3M to the Special Revenue Fund, primarily for additional PERS reserve, and $9.0M to the Capital Projects Fund for critical maintenance and repair projects.

Investment Report:
Investment of Funds is outlined in NCSD Policy DFA, requiring quarterly investment information reporting to the Board. The Local Government Investment Pool (LGIP) is one of the primary institutions used for district investments, producing the

highest interest rate for short-term investments at this time. The current interest rate is .55% as of June 30, 2026.

In accordance with NCSD Policy DFA and DFA-AR Investment of Funds, attached is the quarterly report containing information about the investment portfolio as of June 30, 2026.

The Investment Portfolio Summary report is a summary of all fixed income investments, the LGIP, bank checking accounts and bank “money market” account balances. The combined portfolio contained $142.7M at a weighted average nominal rate of return of 0.22%. This report recaps the percentage of the portfolio invested in each category (i.e. US Government Treasury investments, US Government Agency investments, Corporate Notes) and compares to policy percentage restrictions. As of June 30, 2026 all categories were in compliance with Board Policy.

ATTACHMENTS:
Quarterly Financial Report
Investment Portfolio Summary

PRESENTER / STAFF CONTACT:
Matt Makara, Executive Director of Finance and Business Services

North Clackamas School District No. 12
Quarterly Financial Report
General Fund
For the Period Ended June 30, 2026

	2025 - 2026 Activity				
	Adopted Budget 2025-26	YTD Actuals Through 6-30-2026	Encumbrances Through 6-30-2026	Actuals Including Encumbrances	Forecast Through 6-30-2026
REVENUES:					
Beginning Fund Balance (BFB)	$ 74,530,368	$ 88,212,296	$ -	$ 88,212,296	$ 88,212,296
State School Fund:					
State Grant	153,120,505	160,293,025	-	160,293,025	160,293,025
Common School Fund	1,970,521	2,444,529	-	2,444,529	2,444,529
Property Taxes	89,450,570	85,721,866	-	85,721,866	85,721,866
Local Option Levy	25,053,453	25,923,126	-	25,923,126	25,923,126
High Cost Disability Grant	2,200,000	1,247,375	-	1,247,375	1,247,375
Investment Earnings	4,775,000	5,714,825	-	5,714,825	5,714,825
Intermediate Sources-CESD	3,037,133	4,045,038	-	4,045,038	4,045,038
Other Services and Fees	5,495,018	7,258,094	-	7,258,094	7,258,094
Transfers-in	-	-	-	-	-
Operating Revenue (exc. BFB)	$ 285,102,200	$ 292,647,880	$ -	$ 292,647,880	$ 292,647,880
Total Revenue (inc. BFB)	$ 359,632,568	$ 380,860,176	$ -	$ 380,860,176	$ 380,860,176
EXPENDITURES:					
Salaries	$ 150,610,832	$ 143,557,002	$ -	$ 143,557,002	$ 143,557,002
Benefits	97,312,406	86,881,906	-	86,881,906	86,881,906
Purchased Services	39,820,752	42,852,290	-	42,852,290	42,852,290
Supplies & Materials	11,972,239	11,310,810	-	11,310,810	11,310,810
Capital Outlay	370,000	588,110	-	588,110	588,110
Dues and Fees	2,603,772	2,658,481	-	2,658,481	2,658,481
Transfers-out	5,674,380	16,004,380	-	16,004,380	16,004,380
Subtotal - Expenditures	$ 308,364,381	$ 303,852,979	$ -	$ 303,852,979	$ 303,852,979
CONTINGENCY:	$ 51,268,187	$ -	$ -	$ -	$ -
Total Expenditures	$ 359,632,568	$ 303,852,979	$ -	$ 303,852,979	$ 303,852,979
***Projected Ending Fund Balance on 6-30-2026**					$ 77,007,197
Projected Ending Fund Balance as a Percentage of Forecasted Revenue at 6-30-2026					**20.22%**

Investment Portfolio Summary
6/30/2026

	Issuer		Book Value	Percentage of Portfolio	Maximum allowed per Policy	Over	Weighted Ave Yield
US Gov't Treasuries							
	US Gov't Treasury	$	-	0.00%	100%		0.00%
Sub Total		$	-	0.00%	100%		
Municipalities							
		$	-	0.00%	25%	N/A	
Sub Total		$	-	0.00%	25%		
US Gov't Agencies							
	Federal Home Loan Mortgage	$	-	0.00%	25%	N/A	0.00%
Sub Total		$	-	0.00%	100%	N/A	0.00%
Corporate Notes							
		$	-	0.00%	5%	N/A	0.00%
Sub Total		$	-	0.00%	35%	N/A	0.00%
Total Investment Portfolio		$	-	0.00%			0.00%
Banks/Money Market							
US Bank - Bond Checking		$	701,409.29	0.49%			
US Bank - General Checking		$	84,580,792.10	59.27%			
	Sub Total - banks	$	85,282,201.39				
					LGIP Limit	Under/Over	
LGIP 3581 Bond Fund 420		$	4,185,116.21				0.55%
LGIP 4904 General Fund 100		$	53,246,293.86				0.55%
	Total Cash and Equivalents	$	57,431,410.07	40.24%	$ 59,847,000	2,415,590	
	Grand Total	$	142,713,611.46				0.22%

POLICY REVISIONS

DISCUSSION
Agenda Item #4
September 10, 2026

REASON FOR BOARD CONSIDERATION:
First reading of the attached revised policies.

RECOMMENDATION:
The Superintendent's Policy Review Team, with representation of staff and board liaisons, reviewed and supports the following policy revisions.

BUDGET IMPACT/SOURCE OF FUNDS:
There are no known or anticipated increases to costs with the proposed policy change.

ATTACHMENTS:
Drafts of the following policy to review:

Policy	Title	Reason
EBB	Integrated Pest Management	OSBA April 2026 Update, align with House Bill 2684 (2025), requiring website posting of the plan, as well as a mandatory plan review and Board readoption every five years.
ECAA	Access to Buildings	OSBA April 2026 Update, incorporate House Bill 3083 (2025) requirements, reminding the district/board to consider installing panic alarm systems when reviewing school building security practices.
KNA	Immigration Enforcement on District Property	OSBA August 2026 Update, to comply with Senate Bills 1538, 1594, and House Bill 4079 (2026), which require adoption of policies consistent with the Oregon Attorney General's model policies by September 30, 2026.
DBEA	Budget Committee	OSBA April 2026 Update, clarifying that the requirement for an Educational Equity Advisory Committee member to serve on the budget committee does not apply if no member is willing or eligible to serve.

GBA	Equal Employment Opportunity	OSBA April 2026 Update, to maintain required compliance with equal employment opportunity standards and nondiscrimination laws.
GBN/JBA JBA/GBN	Sexual Harassment	OSBA April 2026 Update, reflect required state and federal Title IX compliance standards and definitions regarding sexual harassment reporting and grievance procedures.

PRESENTER / STAFF CONTACT:
David Kruse, Executive Director of Operations
Michelle Riddell, Chief of Human Resources and Business Services

Code: EBB
Adopted: 4/19/12

Integrated Pest Management

To ensure the health and safety concerns of student, staff and community members, the Board~~district~~ shall adopt an integrated pest management plan (IPM)~~)~~[1] which emphasizes the least possible risk to students, staff and community members and shall adopt a list[2] of low-impact pesticides for use with the IPM plan. The IPM plan and list shall be available to the public through the district's website[3].

~~Pest means an insect or other arthropod; a weed, moss, slime or mildew or a plant disease caused by a fungus, bacterium or virus; a nematode, snail, slug, rodent or predatory animal; a bacteria spore, virus, fungus or other microorganism that is harmful to human health; or other forms of plant or animal life that may infest or be detrimental to vegetation, humans, animals, structures, managed landscapes or other human environments.~~

The IPM plan is a proactive strategy that:

1. Focuses on the long-term prevention or suppression of pest problems through economically sound measures that:

   a. Protect the health and safety of students and staff;
   b. Protect the integrity of district buildings and grounds;
   c. Maintain a productive learning environment; and
   d. Protect local ecosystem health.

2. Focuses on the prevention of pest problems by working to reduce or eliminate conditions of property construction, operation and maintenance that promote or allow for the establishment, feeding, breeding and proliferation of pest populations or other conditions that are conducive to pests or that create harborage for pests;

3. Incorporates the use of sanitation, structural remediation or habitat manipulation or of mechanical, biological and chemical pest control measures that present a reduced risk or have a low-impact and, for the purpose of mitigating a declared pest emergency, the application of pesticides that are not low-impact pesticides;

[1] ~~http://www.ipmnet.org/tim/IPM_in_Schools/Model_School_IPM_Plan_Main_Page.html~~

[2] See ORS 634.705(5).

[3] Inclusion of the list and IPM in the district's Healthy and Safe Schools Plan satisfies this requirement as long as it is posted on the district's website.

4. Includes regular monitoring and inspections to detect pests, pest damage and unsanctioned pesticide usage;

5. Evaluates the need for pest control by identifying acceptable pest population density levels;

6. Monitors and evaluates the effectiveness of pest control measures;

7. Excludes~~Prohibits~~ the application of pesticides on a routine schedule for purely preventive purposes, other than applications of pesticides designed to attract or be consumed by pests;

8. Excludes~~Prohibits~~ the application of pesticides for purely aesthetic purposes;

9. Includes school staff education about sanitation, monitoring, inspection and pest control measures;

10. Gives preference to the use of nonchemical pest control measures;

11. Allows the use of low-impact pesticides if nonchemical pest control measures are ineffective; and

12. Allows the application of a pesticide that is not a low-impact pesticide only to mitigate a declared pest emergency or if the application is by, or at the direction or order of, a public health official.

The district shall designate the facilities manager as the Integrated Pest Management Plan Coordinator giving them the authority for overall implementation and evaluation of the IPM plan.

Integrated Pest Management Plan Coordinator

The IPM Plan Coordinator shall:

1. Attend not less than six hours of IPM training each year. The training shall include at least a general review of integrated pest management principles and the requirements of IPM as required by Oregon statute;

2. Ensure appropriate prior notices are given and posted warnings have been placed when pesticide applications are scheduled;

3. Oversee pest prevention efforts;

4. Ensure~~Ensuring~~ identification and evaluation of pest situation;

5. Determine the means of appropriately managing pest damage that will cause the least possible hazard to people, property and the environment;

6. Ensure the proper use and application of pesticide applications when non-pesticide controls have been unsuccessful;

7. Evaluate pest management results;~~ and~~

8. Keep for at least four years following the application date, records of applied pesticides that include:

    a. A copy of the label;
    b. A copy of the Safety Data Sheet (SDS);

c. The brand name and U.S. Environmental Protection Agency (USEPA)~~USEPA~~ registration number of the product;
d. The pest condition that prompted the application;
e. The approximate amount and concentration of pesticide applied;
f. The location and description of the area where the pesticide was applied;
g. The type of application and whether the application was effective;
h. The name(s) of the person(s) applying the pesticide;
i. The pesticide applicator's license numbers and pesticide trainee or certificate numbers of the person applying the pesticide;
j. The dates and times for the placement and removal of warning signs; and
k. Copies of all required notices given, including the dates the IPM Coordinator(s) gave the notices.

9. Respond to inquiries about the IPM plan and refer complainants to Board policy KL - Public Complaints; and

10. Conduct outreach to district staff about the district's IPM plan.

At least once every five years, the Board shall review the IPM plan, make any necessary updates and readopt the IPM plan.[4] The final IPM plan shall include the day, month and year the Board adopted or readopted the plan.

END OF POLICY

Legal Reference(s):

ORS 634.116
ORS 634.700 - 634.750

Cross Reference(s):

EB - Safety Program
GBE - Staff Health and Safety

[4] For IPMs adopted prior to January 1, 2026, the Board shall review, update and readopt the IPM no later than January 1, 2027, or five years from the date of the most recent approval of the plan, whichever is later.

Code: ECAA
Adopted: 5/07/87
Readopted: 6/23/11
Orig. Code: ECAA

Access to Buildings

The Board directs the superintendent to~~will~~ control access to district buildings as ~~is~~ appropriate and necessary to protect property, students and personnel.

The superintendent or designee will develop procedures to ~~Principals will~~ control access to school buildings~~each building~~ and ~~will~~ provide safeguards against unauthorized access to these buildings. Procedures will include staff members being responsible for district property (e.g., keys, access cards) in their possession~~Each principal or unit manager, with approval of the superintendent or designee, will develop regulations designed to control the use of building keys and to ensure that buildings are adequately closed and locked when no authorized personnel are present~~.

Staff ~~or students~~ who fail to obey such procedures~~regulations~~ may be disciplined up~~, suspended or dismissed.~~

~~To assist in the maintenance of an effectively run district, the Board desires the implementation of an efficient, organized access plan~~ to and ~~all district facilities,~~ including dismissal. Students who fail to obey such procedures may be disciplined.~~procedures to facilitate this policy. The Board's objectives for providing controlled access are:~~

When reviewing policies and procedures relating to school building security, the Board must consider the installation of a panic alarm system in accordance with ORS 339.408.

~~1. To insure optimum protection of all district property and facilities;~~

~~2. To minimize possibilities of theft, vandalism and loss of materials and equipment;~~

~~3. To involve staff members in the responsibility of accounting for district keys which they have received;~~

~~4. To eliminate unnecessary costs for replacing lost or misplaced keys;~~

~~5. To establish and maintain an efficient organizational plan for the maximum securing of all district property and facilities.~~

END OF POLICY

Legal Reference(s):

ORS 332.107
ORS 332.172 ORS 339.408

OSBA Model Sample Policy

Code: KNA
Adopted:

Immigration Enforcement on District Property**

The district complies with state and federal law, including Oregon Revised Statute (ORS) 180.805 and ORS 181.826, and this policy and accompanying administrative regulations KNA-AR(1) – Interactions with Immigration Enforcement and KNA-AR(2) – Federal Immigration Enforcement Request Log when responding to requests from federal immigration authorities regarding immigration enforcement. Absent a judicially authorized subpoena, warrant or court order, district staff must not allow federal immigration authorities access to the district's records or facilities not open to the public for the purposes of immigration enforcement and must verify the validity of any subpoena, warrant or court order involving immigration enforcement presented to them by federal immigration authorities to ensure it is judicially authorized. Examples of judicial and administrative warrants and subpoenas can be found in the Oregon Attorney General's Model Public School Policies.[1] The superintendent or designee must review and approve any response to a request involving immigration enforcement. The district will provide ongoing training to designated staff to ensure compliance with this policy.

This policy will be made available in the student handbook and on the district's website[2].

Designation of Primary Point of Contact

The Executive Director of Operations is the primary point of contact for coordinating interactions with federal immigration authorities occurring in the district ("immigration liaison"). The Chief of Operations shall serve as an alternative point of contact during the immigration liaison's absence or unavailability ("alternate immigration liaison").

The immigration liaison's responsibilities include:

1. Serving as the district's representative during encounters with federal immigration authorities;

2. Confirming when federal immigration authorities have entered school property for immigration enforcement purposes;

3. Ensuring federal immigration authorities engaging in enforcement activities at the district have notice of relevant district policies: JO/IGBAB – Education Records/Records of Students with Disabilities, JOA – Directory Information, JOB – Personally Identifiable Information and this policy;

PROPOSED

[1] https://www.doj.state.or.us/wp-content/uploads/2026/06/Attorney-Generals-Model-Public-School-Policies-in-Compliance-with-SB-1538.pdf

[2] Must be provided in culturally appropriate languages that are used to communicate effectively with parents of students in the district, as determined by the Board.

4. Assisting staff in performing their duties in response to immigration enforcement efforts, including ensuring compliance with all district policies and procedures related to interactions with federal immigration authorities and immigration enforcement efforts;

5. Reviewing and responding to requests from federal immigration authorities, in coordination with, and under the direction of, the superintendent or designee;

6. Facilitating the district's compliance with lawful immigration enforcement efforts in a manner that does not unnecessarily disrupt the school environment or invade the privacy of students, staff, or volunteers;

7. Providing notice as required in this policy when a federal immigration authority has been confirmed to have entered school property for immigration enforcement.

Required Notice

When a federal immigration authority is reported to have entered school property for the purpose of immigration enforcement the immigration liaison shall confirm whether federal immigration authorities have entered school property for immigration enforcement and when confirmed, shall provide notice as follows:

1. Notice must be provided to:

    a. Students who attend the school where the federal immigration authority is confirmed to be on school property for immigration enforcement and who are in grades six (6) and above;
    b. Parents of students attending the school where the federal immigration authority is confirmed to be on school property for immigration enforcement;
    c. Staff of the school where the federal immigration authority is confirmed to be on school property for immigration enforcement; and
    d. Community-based service providers that have requested to receive notice when a federal immigration authority is confirmed to be on school property for immigration enforcement. Community-based service providers can request to receive such notifications by contacting the Director of Community Relations.

2. Notice must include:

    a. The general location of the federal immigration authority; and
    b. Whether classes or school operations were affected by the presence of the federal immigration authority.

3. Notice must not disclose:

    a. Personally identifiable information;
    b. Other information that may not be legally disclosed; or
    c. Other information when the disclosure may threaten the health or safety of students or staff of the district or is prohibited by a court order.

The required notice will be provided as expediently as possible using existing methods used for providing electronic communications.

PROPOSED

Unless otherwise prohibited by law or court order, the district will make reasonable efforts to provide notice to a student, or to the parent of a student, when the district has provided information related to the student to a federal immigration authority.

Confidentiality of School Records

The district's policies with respect to student records can be found in Board policies JO/IGBAB – Education Records/Records of Students with Disabilities, JOA – Directory Information and JOB – Personally Identifiable Information. To ensure compliance with applicable federal and state law, the district's staff shall not disclose any school records or information to federal immigration authorities except as provided in these policies.

Training

The district will provide the immigration liaison and alternate immigration liaison with training as follows:

1. The training must include information on the requirements of House Bill 4079 (2026), any applicable model policies published by the Attorney General, and this policy; and

2. The training must be provided at the time of designation and at least once every two years thereafter.

Upon the adoption of this policy and not less than once every two years thereafter, the district will provide training to all current district staff regarding federal and state laws, and the district's policies, relating to interacting with federal immigration authorities and responding to immigration enforcement efforts. The district will provide the required training to all new staff within 30 days of beginning employment.

** As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000.

END OF POLICY

Legal Reference(s):

ORS 180.810
ORS 180.805
ORS 181.826
OAR 581-021-0371

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2012); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).
Oregon Attorney General's *K12 School Model Policy*
Senate Bill 1538 (2026).
Senate Bill 1594 (2026).
House Bill 4079 (2026).

Code: DBEA
Adopted: 10/16/08
Revised/Readopted: 9/16/10; 3/17/11; 9/27/18; 5/11/23
Orig. Code: DBEA

Budget Committee

By law, the budget committee is charged with making recommendations concerning financial priorities.

The budget committee will have the responsibility for reviewing the financial programs of the district, reviewing the proposed district budget as presented by the superintendent, and recommending an annual district budget in keeping with the provisions of applicable state laws.

Educational policy decisions are the responsibility of the Board, not the budget committee.

The committee does not have the authority to add programs or to approve additional personnel or increase salaries. While the committee may, in effect, delete programs because of a fund decrease, the committee is charged primarily with a fiscal evaluation of programs. The committee may, alternatively, set an amount that changes the recommended budget and may request the administration make such changes in accordance with priorities set by the Board.

The following will govern the make-up and process of establishing the district's budget committee:

1. The budget committee consists of seven members appointed by the Board plus the elected Board members of the district. To be eligible for appointment, the appointive member must:

   a. Live and be registered to vote in the district;
   b. Not be an officer, agent or employee of the district.

2. At least one member of the budget committee must be a member of the district's educational equity advisory committee;[1]

3. No budget committee member may receive any type of compensation from the district;

4. At a regular meeting, the Board will identify vacant budget committee positions which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons. Such applications will include a signed statement that the applicant is willing to serve as a member of the budget committee and to adhere to the policies of the district. The Board may appoint budget committee members to as many consecutive terms as deemed appropriate;

[1] The district is not required to include a member of the educational equity advisory committee on the budget committee if no member of the committee is willing or able to serve on the budget committee.

5. At a regular Board meeting, the Board will review the names of persons filing applications and names of those persons who have served previously and are willing to be reappointed. At a subsequent regular Board meeting, the Board will appoint persons to fill the vacant positions;

6. The appointive committee members of a budget committee in a district that prepares an annual budget will be appointed for three-year terms. The terms will be staggered so that, as near as practicable, one-third of the appointive members' terms end each year.

7. If any appointive member is unable to complete the term for which the member was appointed, the Board will announce the vacancy at the first regular Board meeting following the committee member's resignation or removal. An appointment to fill the position for its unexpired term will be made at a subsequent regular Board meeting.

Budget Committee Responsibilities

The following items explain the budget committee responsibilities:

At its first meeting after appointment, the budget committee will elect a presiding officer from among its members. It may also establish other ground rules as necessary for successful operation of the committee;.

1. A majority of the constituted committee is required for passing an action item. Majority for a 14-member budget committee is 8. Therefore, if only 8 members are present, a unanimous vote is needed for passing an action;

2. The budget committee shall hold one or more meetings to receive the budget message, receive the budget document and to provide members of the public with an opportunity to ask questions about and comment on the budget document. The budget officer shall announce the time and place for all meetings, as provided by law. All meetings of the budget committee are open to the public.

The budget committee may request any information used in the preparation of or for revising the budget document from the superintendent or Executive Director of Finance and Business Services The committee may request the attendance of any district employee at its meetings. The budget committee will approve the budget document as submitted by the Superintendent or as subsequently revised by the committee.

After approval of the original or revised budget document, the budget committee's duties cease. The hearing on the approved budget is held by the Board.

END OF POLICY

Legal Reference(s):

ORS 174.130
ORS 192.610 - 192.695
ORS 294.305 - 294.565
ORS 328.542
ORS 329.711
ORS 433.835 - 433.875
OAR 581-022-2307

House Bill 4066 (2026)

Code: GBA
Adopted: 2/78
Revised/Readopted: 6/06/13; 2/10/22
Orig. Code: GBA

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the district regardless of race[1], color, religion, sex, sexual orientation, gender identity, national origin, marital status, pregnancy, childbirth or a related medical condition, age, veterans' status[2], service in a uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, and~~/or~~ disability if~~of~~ the employee, with or without reasonable accommodation,~~who~~ is able to perform the essential functions of the position~~, with or without reasonable accommodation~~.

The district administers preference in hiring or promotion decisions in accordance with Oregon law for applicants claiming preference as a veteran, disabled veteran, state servicemember or former state servicemember.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act and the Americans with Disabilities Act Amendments Act (ADA), and Section 504 of the Rehabilitation Act. The superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be communicated~~provided~~ to all students, parents of students and employees through handbooks and will be published on the district website.

The superintendent or designee will develop other specific recruitment, interview~~recruiting, interviewing~~ and evaluation procedures ~~as are~~ necessary to implement this policy. These procedures will seek to provide an equal employment opportunity and eliminate~~reflect~~ the effects~~diversity~~ of past and present discrimination, intended or unintended, on the basis of race, religion, national origin, age, sex, marital status or physical or mental disabilities.~~district.~~

END OF POLICY

Legal Reference(s):

ORS 174.100 ORS 243.305 ORS 326.051

[1] Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001. ~~(as amended by House Bill 2935 (2021))~~.

[2] ~~The district grants a preference in hiring and promotion to veterans and disabled veterans. A veteran is eligible to use the preference any time when applying for a position at any time after discharge or release from service in the Armed Forces of the United States.~~

ORS 332.505
ORS 408.225 – 408.237
ORS 652.210 - 652.220
ORS 659.850
ORS 659A.003
ORS 659A.006
ORS 659A.009
ORS 659A.029
ORS 659A.030
ORS 659A.082
ORS 659A.109
ORS 659A.112
ORS 659A.147
ORS 659A.820

OAR 581-021-0045
OAR 581-022-2405
OAR 839-006-0435 - 0480

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2024).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (2024).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2024); 29 C.F.R Part 1626 (2025).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2024).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2024).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (2024); 34 C.F.R. Part 104 (2025).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2024); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Americans with Disabilities Act/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12213 (2024); 29 C.F.R. Part 1630 (2025); 28 C.F.R. Part 35 (2025).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2024).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2024).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303, 4311 (2024).

Cross Reference(s):

AC - Nondiscrimination
ACA - Americans with Disabilities

Code: GBN/JBA
Adopted: 11/15/07
Revised/Readopted: 12/06/12; 1/08/15; 6/25/20; 11/11/20; 6/08/23
Orig. Code: GBN/JBA

Sexual Harassment**

The Board and 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. Conduct that falls under Title IX will be processed under ~~GBNAB~~ GBN/JBA-AR(6) and ~~GBNAB-AR~~ GBN/JBA-AR(7) - Federal Law (Title IX) Sexual Harassment Complaint Procedure. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures may be processed simultaneously (*see* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure and ~~GBNAB~~ GBN/JBA-AR(6) and ~~GBNAB-AR~~ GBN/JBA-AR(7) - 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.

The superintendent shall ensure appropriate periodic sexual harassment awareness training or information is provided to all supervisors, staff members 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.

Oregon Definitions

Sexual harassment of students, staff members or third parties[1] shall include:

1. A demand or request for sexual favors in exchange for benefits;

[1] "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.

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[2]. ~~because the student, staff member of 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 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 ~~of a sexual nature;~~ 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.

The district official receiving the complaint shall follow the Oregon Procedures outlined under GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure.

Oregon Procedures

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

Michelle Riddell, Chief, Human & Business Services/Title IX Coordinator at 503.353.6000 or riddellm@nclack.k12.or.us

Will Ruehle, Director, Human Resources at 503.353.6000 or ruehlew@nclack.k12.or.us

These individuals are responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. See GBN/JBA-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:

[2]"Without consent" means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

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.

No Retaliation

Retaliation against persons who initiate a 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.

Publication

This policy shall be made available to students, parents of students and staff members. This policy shall be prominently published on the district website. 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 student, parent of a student, school or district staff member, or third party upon request.

** As used in this policy, the term parent includes legal guardian or person in a parental relationship. The status and duties of a legal guardian are defined in ORS 125.005 (4) and 125.300 - 125.325. The determination of whether an individual is acting in a parental relationship, for purposes of determining residency, depends on the evaluation of the factors listed in ORS 419B.373. The determination for other purposes depends on evaluation of those factors and a power of attorney executed pursuant to ORS 109.056. For special education students, parent also includes a surrogate parent, an adult student to whom rights have transferred and foster parent as defined in OAR 581-015-2000.

END OF POLICY

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).
Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Gebser v. Lago Vista Indep. Sch. Dist., 524 U.S. 274 (1998).

Cross Reference(s):

AC - Nondiscrimination
GBNA - Hazing/Harassment/Intimidation/Bullying/Menacing – Staff
GBNAA/JHFF - ~~Reporting Requirements for Suspected Sexual Conduct with Students~~ Suspected Sexual Conduct with Students and Reporting Requirements
JBA/GBN - Sexual Harassment
JFCF - Hazing/Harassment/Intimidation/Bullying/Menacing/Cyberbullying/Teen Dating Violence/Domestic Violence – Student
JHFE - Reporting of Suspected Abuse of a Child

BUDGET COMMITTEE VACANCIES **ACTION**

Agenda Item #5
September 10, 2026

BOARD CONSIDERATION:

- Declare Budget Committee position 8 vacant. Then, either proceed with reappointment of Simona Beattie or proceed with an application process for this position.
- Declare Budget Committee position 10 vacant, and proceed with an application process for this position.
- Declare Budget Committee position 11 vacant. Then, either proceed with reappointment of Jennifer Pope or proceed with an application process for this position.

BACKGROUND:

Board Policy DBEA – Budget Committee outlines the eligibility for Board-appointed Budget Committee members. The policy states, "At a regular meeting, the Board will identify vacant budget committee positions, which must be filled by appointment of the Board. The Board will announce the vacancies and receive applications from interested persons or choose to reappoint any eligible members." The policy also states that the school district board may appoint budget committee members to as many consecutive terms as deemed appropriate.

For the budget year 2027-2028 there are two expired Budget Committee positions and one resignation:

Position	Member	Reason for Vacancy	Reappointment Status
8	Simona Beattie	Term expired June 30, 2026	Eligible, Interested
10	Monica Di Pietrantonio	Resignation	Not Eligible
11	Jennifer Pope	Term expired June 30, 2026	Eligible, Interested

The proposed timeline for the application, interview, and selection process is as follows:

Thursday, September 10, 2026	Declare the Budget Committee positions vacant
Friday, September 11, 2026	Open vacant positions for application and post vacancies as listed above
Friday, October 16, 2026	Close application window

Thursday, November 5, 2026	Special meeting to interview applicants
Thursday, November 19, 2026	Appoint Budget Committee members at regular Board meeting

ATTACHMENTS:
Policy DBEA - Budget Committee
Budget Committee Application Form

PRESENTER / STAFF CONTACT:
Matt Makara, Executive Director of Finance & Business Services