



PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Regular Board Meeting - 6:00 PM

Thursday, September 5, 2024

In-Person at Phoenix Elementary School

<https://www.google.com/url?q=https://us02web.zoom.us/j/85728416144?pwd%3Dg0DhVBIBb3RktB6BmkuQx7rbYlQWU8.1&sa=D&source=calendar&ust=1722106542337571&usg=AOvVaw0SQLOiU8QIVCoA>

Mr1Z5iw_

Password: 053828

Agenda Español

Minutas Español

AGENDA

- A. **Executive Session – 5:15 p.m. – This session is closed to the public under ORS 192.660 (2)(e)**
- B. **Call to Order - 6:00 p.m.**
- C. **Accentuate the Positive**
- D. **Citizen Comments**
- E. **Superintendent Report**
- F. **Program Report from City of Phoenix**
- G. **Consent Agenda**
 1. Approval of Agenda
 2. Approval of Minutes from 8/15/2024
 3. Personnel Report
- H. **Information and Discussion**
 1. **Legislative / OSBA Update**
 2. **Declaration of Surplus Items**
 3. **OSBA Board of Directors Candidate for Position 5, Southern Region**
 4. **Resolution 24-9 Vote Cast for OSBA Board of Directors, Position 5**
 5. **Update on Budget Committee**
 6. **Board Policy EBC/EBCA – Emergency Procedures and Disaster Plans (*Delete*)**
 7. **Board Policy EBC – Emergency Plan and First Aid**
 8. **Board Policy EBCA - Safety Threats**
 9. **Board Policy EBCB - Emergency Procedure Drills and Instruction**
 10. **Board Policy IIBGA-AR - Electronic Communications Systems**
- I. **Recess**
- J. **Action Items**
 1. **Establish Meal Prices**
 2. **Boys & Girls Club Letter of Intent**
 3. **Board Policy EBBA – Student Health Services**
 4. **Board Policy EBBB – Injury or Illness Reports**
 5. **Board Policy GBN/JBA – Sexual Harassment**

6. **JBA/GBN – Sexual Harassment**
 7. **Board Policy JHC – Student Health Services and Requirements – *DELETE***
 8. **Board Policy JHCA/JHCB – Immunization and School Sports Participation**
- K. **Review of the Next Meeting Agenda**
 - L. **Adjournment**

Phoenix-Talent School District #4 is an Equal Opportunity Employer and, in accordance with Federal and State Legislation, does not discriminate on the basis of race, sex, religion, age, national origin, or marital status, physical or mental disability in employment practices or education programs. **If you need special accommodations for language interpretation or because of a disability**, please contact the District Office Executive Assistant two days prior to meeting at 541-535-1511 Voice/TD.

City of Phoenix Development Update



Phoenix City Limit Expansion

Annexation Details

Initial Annexations: January 2024

Enclave Annexations: March 2024

Urban Growth Boundary Expansion: 538 Acres

PH-3: 250 Acres

PH-5: 288 Acres

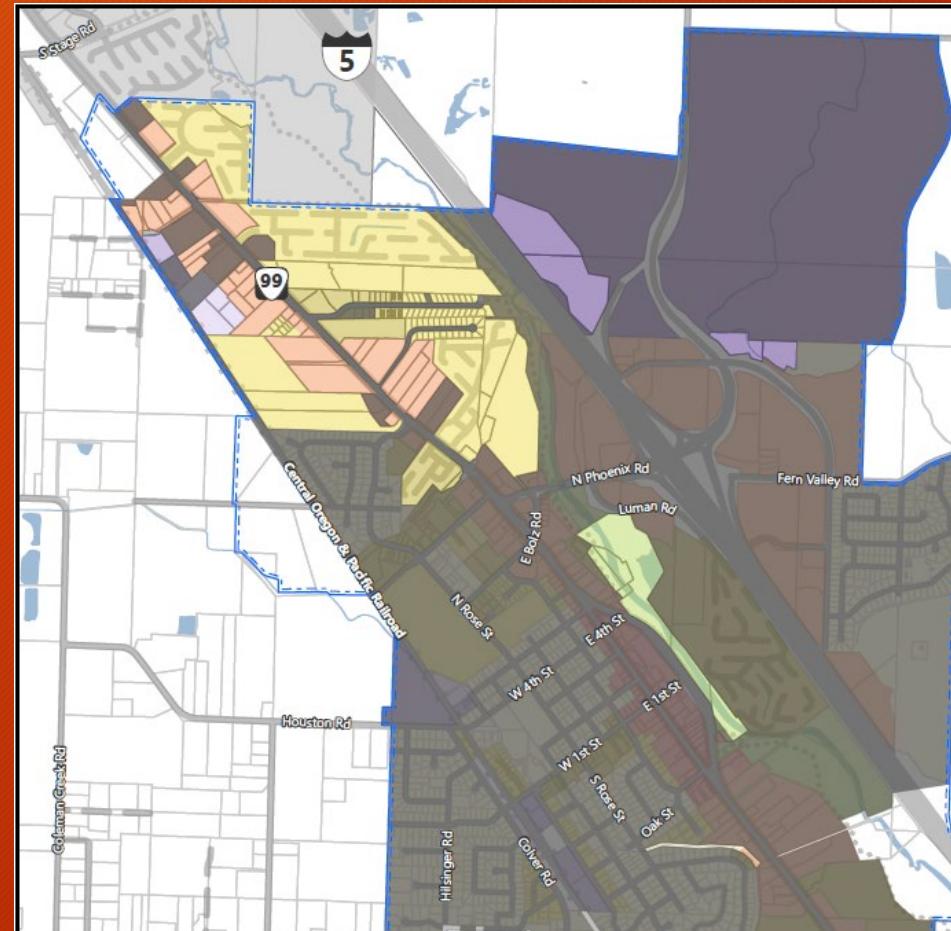
Land Uses: Residential, Commercial, Employment

Residential: 218 acres

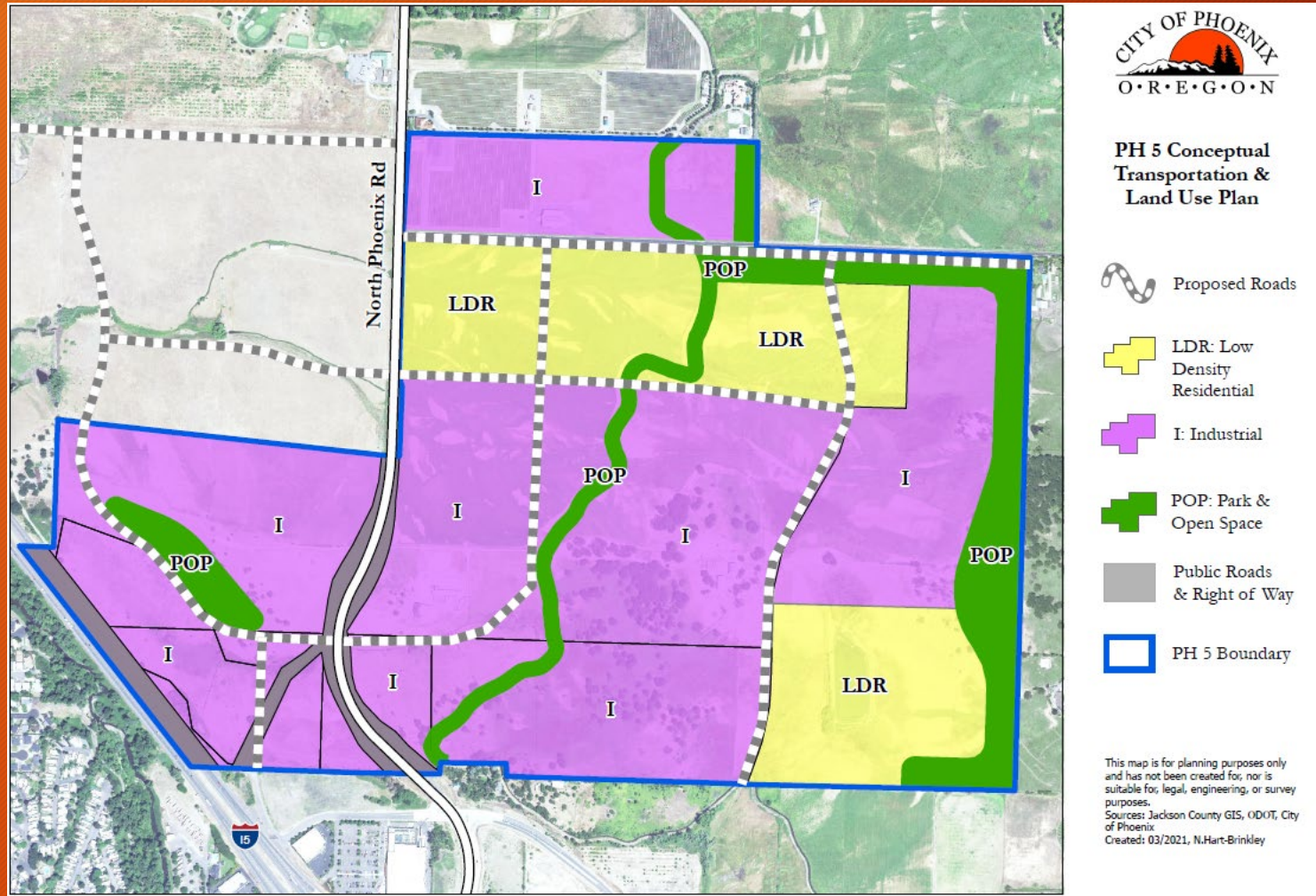
Commercial: 77 Acres

Open Space: 26 Acres

Employment: 217 Acres



Conceptual Planning - PH5



Water Infrastructure Projects

Charlotte Anne Highway 99 Waterline

Completion Date: 7/3/24

Total Project Length: 3,300 LF 16" Waterline
1,194 LF 4"-12" Waterline
33 Water Services

Total Construction Cost: \$2.1 Million



Water Infrastructure Projects

TAP Improvements

Scheduled Bidding: August 2024

Total Project Length: 900 LF 24" Waterline
Additional Capacity
Reverse Flow Improvements

Total Construction Cost: \$2.9 Million (ARPA Funding)



Water Infrastructure Projects

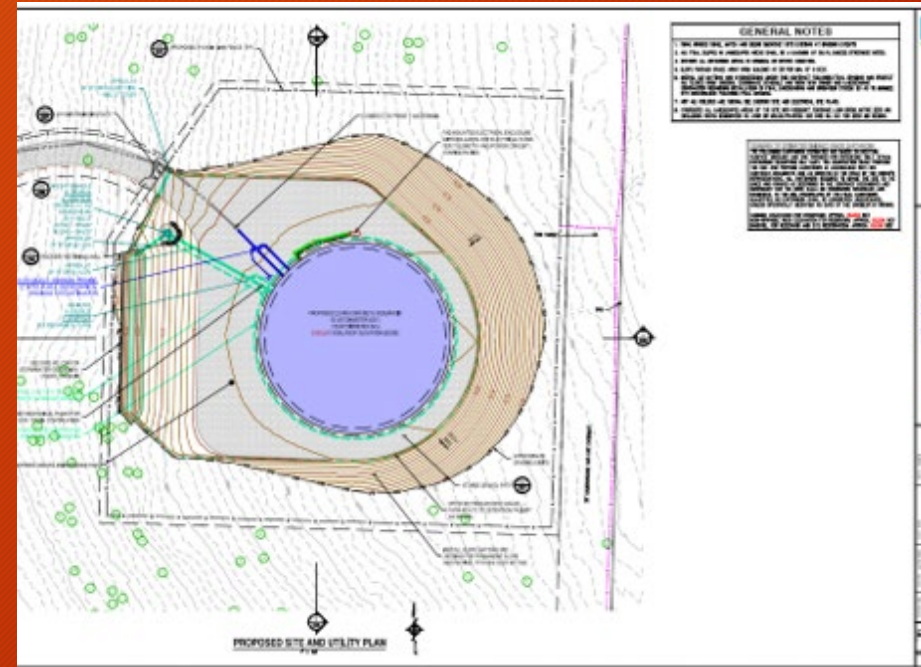
North Phoenix Reservoir

Scheduled Bidding: August 2024

Project Components: 2 MG Concrete Tank
6,650 LF 12" Waterline

Total Construction Cost: \$7.4 Million (ARPA Funding)

Funding: \$5 Million ARPA Grant; Seeking Additional Funding



Street Infrastructure Projects

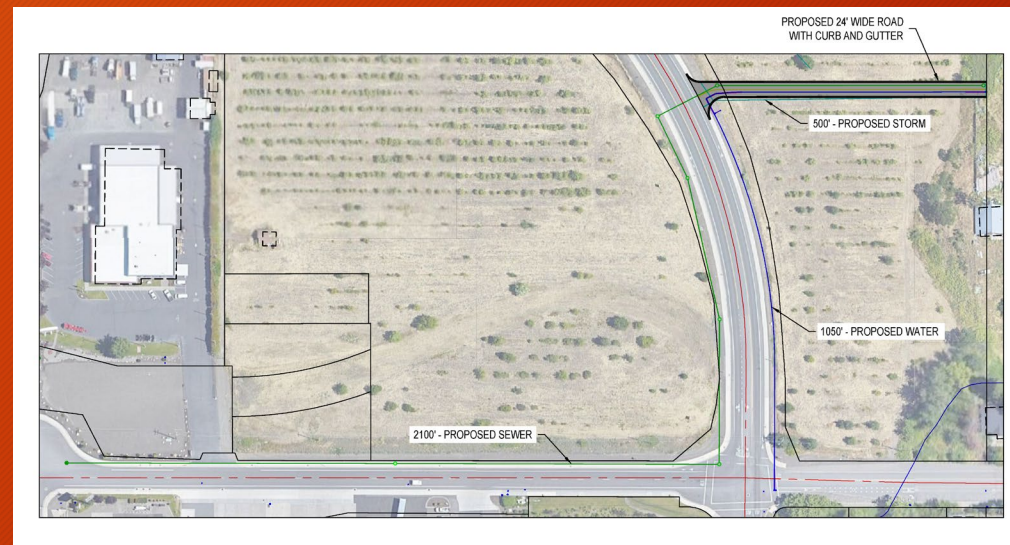
Grove Road/PH-10 Collector Road

Scheduled Bidding: September 2024

Project Components: 500' stormwater line
1,050' water line extension
2,100' sewer line extension

Total Construction Cost: \$1.65 Million

Funding: \$1.65 Million SB 1530



Street Infrastructure Projects

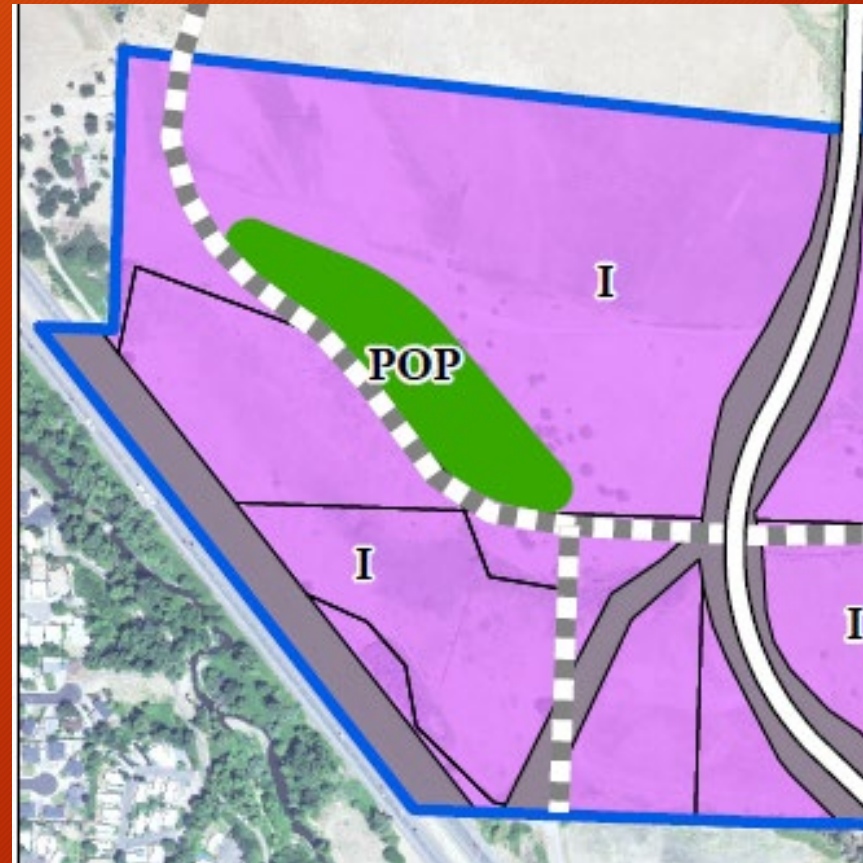
Grove Road Extension/PH-5 Collector

Scheduled Bidding: October 2024

Project Components: 1,600' street extension
1,600' water line extension
1,600' stormwater extension

Total Construction Cost: \$4.5 Million

Funding: \$4.5 Million SB 5506 - Direct Legislative Award



Street Infrastructure Projects

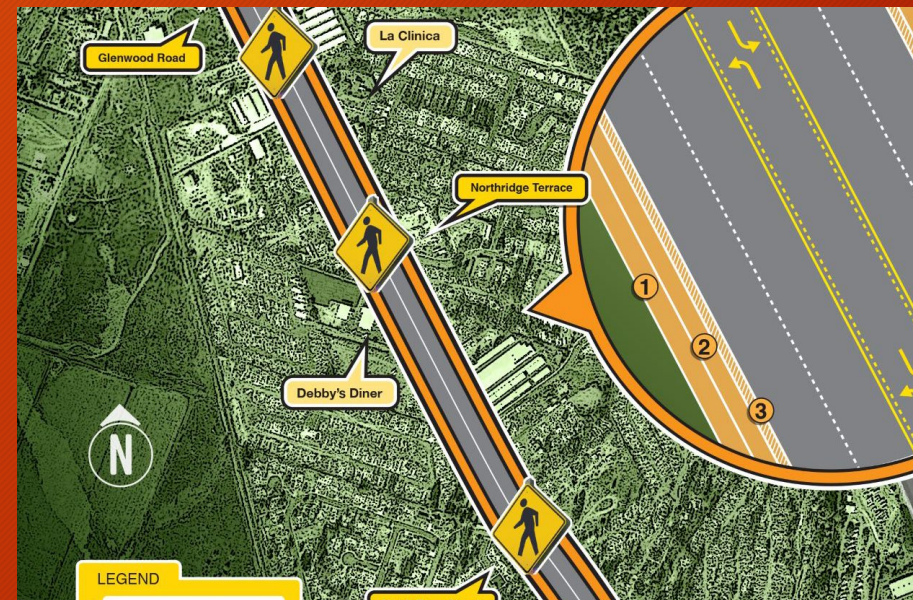
OR 99: Glenwood Road to Coleman Creek

Project Start: Summer 2024

Project Components: Sidewalk Development
Pedestrian Crossings
Bicycle & Transit Improvements

Total Construction Cost: \$20.0 Million

Funding: \$20.0 Million ODOT



Street Infrastructure Projects

2nd Street: Church Street to Pine Street

Project Start: Depending on Grant Award

Project Components: Street Widening
Stormwater Infrastructure
Water/Sewer Infrastructure
Sidewalks
On-Street Parking

Total Construction Cost: \$250,000

Funding: Small City Allotment Grant (under review)

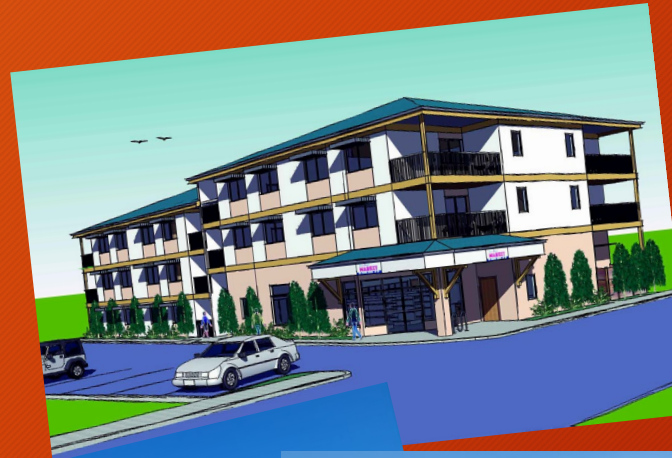


Economic Development

Phoenix Commercial Development

- Phoenix Phoodery
- Starbucks
- Biologic Crop Solutions
- Mixed-Use Development
- Dollar General
- Indigo Creek Outfitters
- Commercial Retail/Office Space
- *Pacific Wall Systems Expansion

*Received grant funding



Economic Development

Phoenix Residential Development

- *Pacific Flats - 72 Unit Affordable Housing
- *Phoenix Corner - 80 Unit Affordable Housing
- VS Plaza - 55 Unit Apartment Complex
- 18 Unit Apartment Complex (Main Street)
- 28 Unit Apartment Complex (Northridge Terrace)

* Received LIFT funding from OHCS



Economic Development

Downtown Parking and Stormwater Improvements

- *22 Space Parking Area (4th Street/Bear Creek Drive)
- *41 Space Parking Area (1st Street/Main Street)
- *32 Space Parking Area (2nd Street/Main Street)
- *25 Space Parking Area (South of 1st Street)
- *Sidewalk Installation (S. Pacific Hwy)
- *Installation of regional stormwater facility

Reduces overall site development costs in the downtown area

* Received PIER funding (\$3.65 Million)



Master Planning

Park Master Plan Update

Completion Date: May 2025

- Identify location of new park in PH3
- Identify location of new park in PH5
- Update existing park inventory
- Concept plan for natural area new Civic Center
- Develop partnerships with local youth organizations



* Received Oregon Parks & Recreation funding (\$40,000)

Master Planning

Community Survey and Engagement Opportunities

Sept. 12th Community Dinner:

What: Tell us what you'd like to see improved and added to Phoenix's parks! All are welcome.

When: Thursday, September 12, 2024 from 5-6:30pm (dinner served at 5pm)

Where: 1st Phoenix Community Center

Sept. 13th Phoenix Phoodery Phun:

What: We'll have a table set out at the Phoodery

When: Friday, September 13, 2024 from 2-4:30pm

Where: Phoodery

Sept. 13th Ice Cream Social:

What: Free ice cream for all! Join us for ice cream and to share your thoughts about parks in Phoenix.

When: Friday, September 13, 2024 from 5-7pm

Where: Phoenix Civic Center



City of Phoenix Parks and Recreation

WHAT DO YOU WANT TO SEE OUT OF PHOENIX PARKS?

The City of Phoenix is updating their Parks Master Plan. We want to learn what future improvements and development you want in your parks so we can craft a master plan that best serves the needs of your community.

Please fill out our community survey!



The graphic features a child sliding down a purple and yellow slide on a green hill. An arrow points from the child towards a QR code. A small brown bird is perched on top of the QR code.

Emergency Planning & Resiliency

Emergency Operations Center

- Fire Department
- Police Department
- City Hall

Includes EOC Briefing and Training Facility
Redundant power and internet sources

*Project Budget: \$19,846,182

- House Bill 5006 - \$13,600,000
- House Bill 5202 - \$2,534,000
- FEMA - Public Assistance - \$319,000
- Grants and Other Funding - \$105,000
- Borrowing - \$3,500,000

* Building is completely funded without increasing taxes





PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Board Meeting - 6:00 PM

Thursday, September 5, 2024

In-Person at Phoenix Elementary School

Join the Zoom Meeting:

<https://us02web.zoom.us/j/85728416144?pwd=g0DhVBIBb3RktB6BmkuQx7rbYlQWU8.1>

Meeting ID: 857 2841 6144

Passcode: 053828

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- K. Review of the Next Meeting Agenda
- L. Adjournment



PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Regular Board Meeting
Thursday, August 15, 2024 6:00 PM Pacific

Orchard Hill Elementary School
1011 La Loma Drive
Medford, OR 97540

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

Present: 7, Absent: 0.

A. Executive Session –5:30 p.m. –This session is closed to the public under ORS 192.660 (2)(e)

B. Regular Session Call to Order - 6:00 p.m.

Chair Campbell shared that the board decided to revise the agenda order by moving Information and Discussion items to where the Action Items were. In addition, beginning with the Sept. 5 meeting, facilities and bond updates will either be given by Brent in his superintendent report or Jon can submit a memo which Brent will refer to in his superintendent's report. We may also change the order of when student representatives speak as well as the placement of citizen comments at a future date.

C. Accentuate the Positive

OHES Principal Kent Vallier shared the following:

- Mr. Vallier thanked the maintenance staff for the painting and deep cleaning of the building.
- Mr. Vallier is appreciative of consistency and stated that OHES has had the same principal for two years now and one new licensed staff member, Ben Evans, who is a SEL specialist will be joining us this year.

TES Principal Heather Lowe shared the following:

- Ms. Lowe gave a shout-out to Jon McCalip for all the work that has been completed at TES. Outlier and other partner businesses have been incredible to work with.
- August 28th is our open house back-to-school orientation for kindergartners. We will have Kona Ice and a food truck.
- On the 29th, we will have a meeting event for all 1st-5th grade families. We are excited to share our new beautiful, updated living spaces with our families.
- Ms. Lowe shared her appreciation of Javier del Rio and the admin team who have planned a great Inservice week coming up.
- Ms. Lowe thanked Cheryl Joseph and Alma Velazquez for all their work in making sure all the families are supported through the registration process.

PES Principal Shawna Schleif shared the following:

- Ms. Schleif said that we had a robust summer school program at PES over the summer. Ms. Schleif thanked the custodial and maintenance teams for all their work in making a great positive learning space in our school.
- We had a lot of staff participating in summer school over the summer. Lori Delgado worked in the front office and helped families with registration. We have more students registered this year than we did at this time last year.
- Our whole teaching staff is the same as last year, so we are excited to continue with the momentum. We have six new instructional staff joining us.

PTRA Principal Shawna Schleif shared the following on behalf of Aaron Santi:

- PTRA is starting with its highest enrollment ever. They will be starting with 41 students.
- PTRA is doing some outreach and helping students with providing school supplies and making sure that everyone has the learning materials that they need.

TMS Principal Casey Olmstead shared the following:

- Mr. Olmstead said that as he reflects on this being his first time, the positives have been the people and the support that he has received from every person he has come in contact with. From the board, the administration team, the tech department, district staff, and particularly Allison Hass and Deanne Tanner for their ongoing patience regarding my millions of questions. It appears that there is a clear focus on kids and wanting to do what is right and what is best for the kids. It is exciting to have the opportunity to be part of this community and to play a part in creating an environment that is best to help our kids grow.

PHS Principal Kalin Cross shared the following:

- Ms. Cross said PHS is having a registration event today, tomorrow and Monday for those who have not yet registered. Ms. Cross gave a shoutout to the custodial crew and the IT department for making sure everything ran smoothly.
- Ms. Cross gave a shout-out to Asst. Principal Erika Ochoa, office manager Myra Silva, and the wonderful student services team who all helped with the registration process. Today we are registering returning 11th and 12th graders. Tomorrow we will be the 9th and 10th graders, and on Monday, we will register new students.
- Ms. Cross gave a shout-out to Dave Ehrhardt who is no longer with PTS, but made sure students were having a blast and to Tiffanie Lambert and her team for making sure summer school was great.
- We also had a traditional summer credit retrieval option the two weeks before the summer blast took place. Students earned 78 credits at the high school, and that doesn't include our pirate camp that's going to be wrapping up this week, where students are also earning credit.
- Ms. Cross gave a shout-out to our community partners who helped make the fun happen. We have been able to make connections with life, art, and Talent Maker City has been a huge support in that. We also have had field trips to the Oregon Shakespeare Festival and the Family Fun Center.
- Ms. Cross welcomed James Joy, who is the Athletic Director and Asst. Principal. Our fall sports start on Monday.

- Ms. Cross thanked Joe Zavala, Communications Specialist, for all he does to make us look great.

D. Citizen Comments

There were no comments.

E. Superintendent Report

- Supt. Barry welcomed James Joy and Casey Olmstead, stating it is exciting to have them on board. Supt. Barry feels good about where we are, and feeling like we are ahead of the game.
- Supt Barry said that there is an updated out-of-state student activity trip list to include the Cross Country Team, the volleyball team and the girls' basketball team who will be attending events outside our state.
- We are so excited about starting our PTS Rising Early Learning Center! The 'Lil Risers', we will call them, with a logo of a baby Phoenix. Kelly Soter and Monique Strain have been moving in furniture today with the help of the maintenance and facilities departments. We are looking at having 26 preschoolers at our site, which is a good start and for families that may not have had another option.
- Supt. Barry said that we have posted the PTS Rising Early Learning Center family handbook pointing out that we have a benefit to our employees for our learning center that we are looking at processing through payroll deduction and reduced rate options.
- YMCA is continuing to enroll and offer rate-adjusted tuition to families on our Talent campus.
- At our January JAB meeting, we will include a PTS Rising Early Learning Center report on our agenda to share more information.
- Inter-district transfers are rolling in, both to transfer in and out. There are some release transfers that do not meet the hardship requirements, so I will meet with them and there may be some appeals to the board. I will keep you updated.
- Supt. Barry said that we have worked closely with COSA and Rep. Marsh, who has always been a champion for our region and our district, in looking at opportunities in the next legislative session regarding the lack of housing and subsequently impacting enrollment. COSA is working with Rep. Marsh to see if there may be some longer term support for those districts who have been impacted by the 2020 fires.

F. Program Report: Strategic Plan Update

Director of Instructional Improvement and Strategic Plan Coordinator, Javier del Rio, provided an update to the board on the PTS Strategic Plan for 2023-2027.

Javier reviewed the goals and provided data, trends and insight on where we are with regard to the first year. The goals he spoke about included:

Goal 1 - Attend school regularly. 85% percent of students will attend 90% or more of each school year.

Goal 2 - Be successful in English language arts and mathematics.

Goal 3 - On-track by grade 10 - every student at the completion of ninth grade will have 6 or more credits.

Goal 4 - High school graduation. 96% of all students will graduate on time with a regular or modified diploma within four years of starting high school.

G. Consent Agenda

I move to approve the consent agenda as presented. This motion, made by Sara Crawford and seconded by Polly Farrimond, Carried.

Michael Campbell: Yea, Nancy Castillo-McKinnis: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Rick Nagel: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea Yea: 7, Nay: 0

There being no objections, the consent agenda is approved as presented.

G.1. Approval of Agenda

G.2. Approval of Minutes from 7/11/24 and 7/25/24

G.3. Personnel Report

H. Information and Discussion

H.1. Facilities/Bond Update

Supt. Barry said that Jon provided a memo summarizing updates throughout the district and there is a lot going on. Supt. Barry mentioned that we had an oak tree fall on the PES campus. We were very lucky as the Boys and Girls Club was on campus but no students were around when that happened. Jon has taken care of it, working with a tree service getting it all cleaned up and we are very grateful there were no injuries.

H.2. Legislative / OSBA Update

- Director Watson said she just returned from the Summit for Summer Learning and After-School Programs. Ms. Watson had concerns going into the meetings, but then some of our funding concerns and grant processes not being equitable to all schools were discussed. Ms. Watson feels that they are working on a plan and, and hopefully, we will see some changes.
- We are heading into a legislative session after the first of the year. OSBA will be hosting a webinar on how to prepare for advocacy, so watch your emails.
- Director Crawford said she and Dawn are composing an email to send out to the region with notes from the regional meeting and then some upcoming reminders. There is a survey that OSBA is sending out regarding accountability, and they would like to get all board members' perspectives, and we will be including the link to the survey in our correspondence.
- Director Crawford said that PTA Capital Classroom has been doing a series all summer with different education stakeholders. Efren Zamudio and Adrienne Anderson from OSBA are presenting 'From the Capitol to Our Classrooms' on August 19th at 7:30, and it will be recorded.
- Director Crawford was thankful to the Medford School District during our region round table at the OSBA conference as they spoke about three specific funding priorities, including the governor's recommendation for increased CSL funding in the next biennium. In addition, conversations were had about special education funding and how the cap impacts how we serve our students and unfunded mandates and how that impacts our general fund dollars.
- Director Crawford attended the book study workshop called Radical Candor and found it to be very interesting.
- Director Weathers said she appreciated finding out what other boards are doing and realized just how amazing we are.

- Director Farrimond said that one of the workshops she attended was about monitoring the strategic plan and gave examples of what other districts are doing. Ms. Farrimond also attended the community engagement advocacy panel session and said that some boards are holding quarterly listening sessions with the community.
- Supt. Barry appreciates the leadership of this board, especially Dawn Watson and Sara Crawford for leading the round table discussions and participation at the OSBA conference.

H.3. Equity, Diversity & Inclusion Update

- Kelly Soter, Equity and community Care, said that we are super excited about our preschool opening on September 3rd. It looks amazing. Ms. Soter thanked the facilities and tech team and HR for all their help in getting us ready. Our administrative assistant, Monique Strain, has been working so hard to get this all ready. We've had a very warm response from our 27 families that we are taking over the pre-school.
- Ms. Soter said that we also opened up our Family Resource Center over the summer. We partnered with Access and Mobile Food Pantry for three weeks, and we had 30+ people each week. The focus is on basic needs like diapers, hygiene products and non-perishable foods.
- We are holding a back-to-school event on August 27th from 9-11 a.m. Our community care team will be at the resource center focusing on all things school supplies and getting ready for school.
- Ms. Soter said that one of our big priorities this year is addressing racialized language. We will be incorporating information into staff meetings and professional learning and addressing the support of students and staff.
- Ms. Soter said the Equity, Diversity, and Inclusion committee will need a committee member to also participate as a Budget Committee member sometime this year but no later than September 2025.

H.4. Declare Budget Committee Vacancies

Chair Campbell said that we have two openings. One member's term has expired but we will reach out to see if he would like to continue on the committee. We will advertise the openings on the website through the month of August.

H.5. Review District Employee Handbook

Supt. Barry thanked the HR team for putting this together and revising it over the last several years, getting it up to date and having important information available to staff.

H.6. Establish Meal Prices

Supt. Barry said that the recommendation is to increase adult breakfast meal prices by .15 cents and adult lunch prices by .10 cents. Student second meals to increase as follows: the prices for second breakfast K-12 to \$1.75, second lunch K-5 to \$2.75, 6-8 to \$3, and 9-12 to \$3.25.

H.7. Letter of Intent with Boys & Girls Club

- Supt. Barry said that the letter of intent from the Boys and Girls Club is non-binding, but we wanted to start getting things in place. Once we have a sales agreement, then we will have something more binding. Our attorney, Thad Pauck, has worked with their counsel and both have agreed this looks like a document we can live with to start

the process going. Then we will have our consultants move on to the next steps, which will lead to an official sales agreement.

H.8. Committee Assignments

Chair Campbell said that during the board planning session on July 25, it was decided to bring the committee assignments to this meeting agenda since two board members were absent. The following committees were discussed:

- **EDI** - Nancy Castillo-McKinnis will continue on this committee.
- **Safe Schools** - Rebecca Weathers and Rick Nagel said they would like to continue on this committee.
- **Audit** - Rick Nagel and Michael Campbell (if needed) will continue on this committee.
- **Colver Rd facility** - Polly Farrimond and Sara Crawford would like to continue on this committee.
- **RAPS - (Restorative Practices, Attendance, PBiS, and SEL) Committee** - Chair Campbell would like to be on this committee.
- **Negotiations** - Certified and Classified negotiations begin in the spring. Chair Campbell will do the classified negotiations.

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H.9. Board Policy EBBA – Student Health Services

Chair Campbell said that this policy replaces the previous policy, EBBA (First Aid).

H.10. Board Policy EBBB – Injury or Illness Reports

H.11. Board Policy GBN/JBA – Sexual Harassment

H.12. JBA/GBN – Sexual Harassment

H.13. Board Policy JHC – Student Health Services and Requirements – *DELETE*

Chair Campbell said that this policy is being deleted as it is replaced by policy EBBA.

H.14. Board Policy JHCA/JHCB – Immunization and School Sports Participation

I. Recess

J. Action Items

J.1. Board Policy GCDA/GDDA - Criminal Records Checks and Fingerprinting

I move to adopt the new proposed version for policy GCDA/GDDA - Criminal Records Checks and Fingerprinting as presented and deleting the old version. This motion, made by Polly Farrimond and seconded by Rick Nagel, Carried.

Michael Campbell: Yea, Nancy Castillo-McKinnis: Yea, Sara Crawford: Yea, Polly Farrimond: Yea, Rick Nagel: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea
Yea: 7, Nay: 0

J.2. Board Policy JEA – Compulsory Attendance

I move to adopt changes to policy JEA-Compulsory Attendance as presented. This motion, made by Polly Farrimond and seconded by Sara Crawford, Carried.

Michael Campbell: Yea, Nancy Castillo-McKinnis: Yea, Sara Crawford: Yea, Polly

Farrimond: Yea, Rick Nagel: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea
Yea: 7, Nay: 0

J.3. Board Policy JGA – Corporal Punishment

I move to adopt changes to policy JGA-Corporal Punishment as presented. This motion, made by Polly Farrimond and seconded by Rebecca Weathers, Carried.

Michael Campbell: Yea, Nancy Castillo-McKinnis: Yea, Sara Crawford: Yea, Polly

Farrimond: Yea, Rick Nagel: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea

Yea: 7, Nay: 0

J.4. Board Policy JGAB - Use of Restraint or Seclusion

I move to adopt changes to policy JGAB-Use of Restraint or Seclusion as presented. This motion, made by Sara Crawford and seconded by Rebecca Weathers, Carried.

Michael Campbell: Yea, Nancy Castillo-McKinnis: Yea, Sara Crawford: Yea, Polly

Farrimond: Yea, Rick Nagel: Yea, Dawn Watson: Yea, Rebecca Weathers: Yea

Yea: 7, Nay: 0

Chair Campbell spoke to several changes in the policy: 1) addition of immediate notice to the parent or guardian of any existing record, including audio or video, of the incident (which will be preserved in the original format without alternation), and 2) such record shall be reviewed at the debriefing meeting, to which parents shall be invited. Additional information regarding the preservation and disclosure of such records, which have record retention and disclosure implications, is outlined in the new SB, subsection 9 and 10.

A question was asked of Tiffanie Lambert regarding training for staff and an explanation was given stating that all staff will be trained.

K. Review of the Next Meeting Agenda

Supt. Barry said that we are having the next meeting at Phoenix Elementary School, and we will have the City of Phoenix give a program report on the recovery efforts.

Dawn Watson asked about the procedure to add an item to the agenda as she would like to see extra board training. Ms. Watson spoke about the importance of training and the potential for future advocacy trips, such as to Washington. Chair Campbell suggests emailing him any additional agenda items the board members would like to see.

L. Adjournment

The meeting was adjourned at 8:00 p.m.

Michael Campbell, Chair

Brent Barry, Superintendent



PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

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

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

54 high-school sized desks

716 computers (Chromebooks or Desktops) – see below

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

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

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

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

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

NOMINATION FORM

OSBA BOARD OF DIRECTORS

REGIONAL MEMBER

Date: _____

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

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

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

Dear Chris Cronin:

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

BOARD CANDIDATE INFORMATION

Name: _____

District/ESD/Community College: _____

Address: _____

City: _____ Oregon ZIP: _____

E-mail: _____ Phone: _____

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

(Board Chair signature)

Board Chair name: _____

District: _____

Address: _____

City, State, Zip: _____

**BEFORE THE BOARD OF DIRECTORS OF THE
PHOENIX TALENT SCHOOLS**

RESOLUTION NO. 24-9

**RESOLUTION TO CAST A VOTE FOR OSBA GOVERNANCE
POSITION, BOARD OF DIRECTOR POSITION #5**

WHEREAS, the Phoenix-Talent School District #4 is a member of the Oregon School Boards Association;

WHEREAS, the Oregon School Boards Association requests the Phoenix-Talent School District #4 cast its vote for OSBA governance positions.

NOW, THEREFORE, BE IT RESOLVED that Phoenix-Talent School District #4 supports _____ for the OSBA Board of Director position 5;

PASSED AND ADOPTED by the Board of Directors of the Phoenix-Talent Schools of the County of Jackson, State of Oregon, this 19th day of September 2024, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

**JACKSON COUNTY SCHOOL
DISTRICT NO. 4 (PHOENIX-TALENT),
OREGON**

By:

Name: Michael Campbell, Board Chair

ATTEST:

By: _____
Brent Barry, Superintendent/District Clerk

Phoenix-Talent Schools District 4

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

Emergency Procedures and Disaster Plans

See proposed new single coded version

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

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

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

END OF POLICY

Legal Reference(s):

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

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

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

Cross Reference(s):

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

OSBA Model Sample Policy

Code: EBC
Adopted:

Emergency Plan and First Aid**

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

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

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

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

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

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

END OF POLICY

Legal Reference(s):

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

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

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

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

OSBA Model Sample Policy

Code: EBCA
Adopted:

Safety Threats**

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

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

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

The communication must include:

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

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

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

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

END OF POLICY

Legal Reference(s):

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

[ORS 332.107](#)

[ORS 339.324](#)

Phoenix-Talent Schools District 4

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

Emergency Procedure Drills and Instruction

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

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

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

Fire Emergencies

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

Earthquake Emergencies

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

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

Safety Threats

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

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

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

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

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

END OF POLICY

Legal Reference(s):

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

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

[OAR 581-022-2225](#)

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

Cross Reference(s):

GBE - Staff Health and Safety

Phoenix-Talent Schools District 4

Code: IIBGA-AR
Revised/Reviewed: 6/03/21; 8/11/22
Orig. Code(s): IIBGA-AR

Electronic Communications System

Definitions

1. “Technology protection measure,” as defined by the Children’s Internet Protection Act (CIPA), means a specific technology that blocks or filters Internet access to visual depictions that are:
 - a. “Obscene,” has the meaning given such term in Section 1460 of Title 18, United States Code;
 - b. “Child pornography,” has the meaning given such term in Section 2256 of Title 18, United States Code; or
 - c. Harmful to minors.
2. “Harmful to minors,” as defined by CIPA, means any picture, image, graphic image file or other visual depiction that:
 - a. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
 - b. Depicts, describes or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
 - c. Taken as a whole, lacks serious literary, artistic, political or scientific value to minors.
3. “Sexual act and sexual contact,” as defined by CIPA, have the meanings given such terms in Section 2246 of Title 18, United States Code.
4. “Minor,” as defined by CIPA, means an individual who has not attained the age of 17. For the purposes of Board policy and this administrative regulation, minor will include all students enrolled in district schools.
5. Inappropriate matter,” as defined by the district, means material that is inconsistent with general public education purposes and the district’s vision, mission and goals, as determined by the district.
6. “District proprietary information” is defined by the district as any information created, produced or collected by district staff for the business or education purposes of the district including but not limited to student information, staff information, parent or patron information, curriculum, forms and like items used to conduct the district’s business.
7. “District software” is defined by the district as any commercial or staff developed software acquired using district resources.

General District Responsibilities

The district will:

1. Designate staff as necessary to ensure coordination and maintenance of the district's electronic communications system which includes all district computers, e-mail and Internet access;
2. Provide staff training in the appropriate use of the district's electronic communications system including copies of district policy and administrative regulations. Staff will provide similar training to authorized system users;
3. Provide a system for authorizing staff use of personal electronic devices to download or access district proprietary information that ensures the protections of said information in accordance with board policy.
4. The district will provide a system for obtaining prior written agreement from staff for the recovery of district proprietary information downloaded to staff personal electronic devices as necessary to accomplish district purposes, obligations or duties, and when the use of the personal electronic device is no longer authorized, to ensure verification that information downloaded has been properly removed from the personal electronic device; (See Staff User Agreement)
5. Cooperate fully with local, state or federal officials in any investigation relating to misuse of the district's electronic communications system;
6. Use only properly licensed software, audio or video media purchased by the district or approved for use by the district. The district will comply with the requirements of law regarding the use, reproduction and distribution of copyrighted works and with applicable provisions of use or license agreements;
7. Install and use server virus detection and removal software;
8. Provide technology protection measures that protect against Internet access by both adults and minors to visual depictions that are obscene, child pornography, or with respect to the use of computers by minors, harmful to minors. A supervisor or other individual authorized by the principal may disable the technology protection measures to enable access for bona fide research or other lawful purposes, as deemed appropriate;
9. Prohibit access by minors to inappropriate matter on the Internet and World Wide Web;
10. Provide staff supervision to monitor the online activities of students to prevent unauthorized access, including "hacking" and other unlawful activities online, and ensure the safety and security of minors when authorized to use e-mail, social media, chat rooms, applications and other forms of direct electronic communication;
11. Provide student education about appropriate online behavior, including cyberbullying awareness and response, and how to interact with other individuals on social networking and social media websites, applications and in chat rooms;

12. Determine which users and sites, accessible as part of the district's electronic communications system, are most applicable to the curricular needs of the district, and may restrict user access accordingly;
13. Determine which users will be provided access to the district's electronic communications system;
14. Program its computers to display a message reinforcing key elements of the district's electronic communications system policy and administrative regulation when accessed for use;
15. Notify appropriate system users that:
 - a. The district retains ownership and control of its computers, hardware, software and data at all times. All communications and stored information transmitted, received or contained in the district's information system are the district's property and are to be used for authorized purposes only. Use of district equipment or software for unauthorized purposes is strictly prohibited. To maintain system integrity, monitor network etiquette and ensure that those authorized to use the district's system are in compliance with Board policy, administrative regulations and law, the school administrators may routinely review user files and communications;
 - b. Files and other information, including e-mail, sent or received, generated or stored on district servers are not private and may be subject to monitoring. By using the district's system, individuals consent to have that use monitored by authorized district personnel. The district reserves the right to access and disclose, as appropriate, all information and data contained on district computers and district-owned e-mail system;
 - c. The district may establish a retention schedule for the removal of e-mail;
 - d. E-mail sent or received by a Board member or employee in connection with the transaction of public business may be a public record and subject to state archivist rules for retention and destruction;
 - e. Information and data entered or stored on the district's computers and e-mail system may be subject to disclosure if a public records request is made or a lawsuit is filed against the district. "Deleted" or "purged" data from district computers or e-mail system may be retrieved for later public records disclosure or disciplinary purposes, as deemed necessary by the district;
 - f. The district may set quotas for system disk usage. The district may allow system users to increase their quota by submitting a written request to the supervising teacher system coordinator stating the need for the increase;
 - g. The District may implement a password policy for use with the district's electronic communications system.
 - h. Transmission of any communications or materials related to activities prohibited by ORS 260.432 is not allowed.
16. Ensure all student, staff and nonschool system users complete and sign an agreement to abide by the district's electronic communications system policy and administrative regulations. All such agreements will be maintained on file in the district office;
17. Notify users of known copyright infringing activities and deny access to or remove the material.

Electronic Communications System Access

1. Access to the district's electronic communications system is authorized to:

Board members, district employees, students in grades K-12, with parent approval and when under the direct supervision of staff, and district volunteers, district contractors or other members of the public as authorized by the system coordinator or district administrators consistent with the district's policy governing use of district equipment and materials.

2. Students may be permitted to use the district's electronic communications system, when consistent with board policy and administrative regulations, for school and instructional related activities. Personal use of district-owned computers or devices including Internet and e-mail access is permitted when consistent with board policy and administrative regulations and when during the school day.

Staff and Board members may be permitted to use the district's electronic communications system to conduct business related to the management or instructional needs of the district or to conduct research related to education and when in compliance with Board policy and administrative regulations. Personal use of the district's system or district-owned computers or devices including Internet and e-mail access by district staff may be permitted when consistent with Oregon ethics laws, Board policy and administrative regulations, when used on school property, and when on own time.

District staff and Board members may use the district's electronic communications system[, district-owned computers or devices for personal use under the same terms and conditions that access is provided to the general public under the district's policy governing use of district equipment and materials.

Volunteers, district contractors and other members of the public may be permitted to use the district's electronic communications system for personal use when consistent with Board policy, general use prohibitions and guidelines/etiquette and other applicable provisions of this administrative regulation.

General Use Prohibitions and Guidelines/Etiquette

Operation of the district's electronic communications system relies upon the proper conduct and appropriate use of system users. Students, staff and others granted system access are responsible for adhering to the following prohibitions and guidelines which require legal, ethical and efficient use of the district's system.

1. General Use Prohibitions

The following conduct is strictly prohibited:

- a. Attempts to use the district's electronic communications system for:
 - (1) Unauthorized solicitation of funds;
 - (2) Distribution of chain letters;
 - (3) Unauthorized sale or purchase of merchandise and services;
 - (4) Collection of signatures;

- (5) Membership drives;
 - (6) Transmission of any materials regarding political campaigns.
- b. Attempts to upload, download, use, reproduce or distribute information, data, software or file share music, videos or other materials on the district's system in violation of copyright law or applicable provisions of use or license agreements;
 - c. Attempts to degrade, disrupt or vandalize the district's equipment, software, materials or data or those of any other user of the district's system or any of the agencies or other networks connected to the district's system;
 - d. Attempts to evade, change or exceed resource quotas or data usage quotas;
 - e. Attempts to send, intentionally access or download any text file or picture or engage in any communication that includes, but not limited to, material which may be interpreted as:
 - (1) Harmful to minors;
 - (2) Obscene or child pornography as defined by law or indecent, vulgar, profane or lewd as determined by the district;
 - (3) A product or service not permitted to minors by law;
 - (4) Harassment, intimidation, bullying, menacing, threatening, or a bias incident;
 - (5) Constitutes insulting or fighting words, the very expression of which injures or harasses others, or which includes a symbol of hate;
 - (6) A likelihood that, either because of its content or the manner of distribution, it will cause a material or substantial disruption of the proper and orderly operation of the school or school activity;
 - (7) Defamatory, libelous, reckless or maliciously false, potentially giving rise to civil liability, constituting or promoting discrimination, a criminal offense or otherwise violates any law, rule, regulation, Board policy and/or administrative regulation.
 - f. Attempts to gain unauthorized access to any service via the district's system which has a cost involved or attempts to incur other types of costs without specific approval. The user accessing such services will be responsible for these costs;
 - g. Attempts to post or publish personal student contact information unless authorized by the system coordinator teacher and consistent with applicable Board policies pertaining to student directory information and personally identifiable information. Personal student contact information may include photograph, age, home, school, work or e-mail addresses or phone numbers or other unauthorized disclosure, use and dissemination of personal information regarding students;
 - h. Attempts to arrange student meetings with anyone on the district's electronic communications system, unless authorized by the system coordinator teacher or when consistent with school or educational related activities and with prior parent approval when necessary;
 - i. Attempts to represent self on behalf of the district through use of the district's name in external communication forums, e.g., social media, chat rooms, without prior district authorization;
 - j. Attempts to use another individual's account name or password, failure to provide the district with individual passwords or to access restricted information, resources or networks to which the user has not been granted access.

2. Guidelines/Etiquette

System users will:

- a. Adhere to the same standards for communicating online that are expected in the classroom and consistent with Board policy and administrative regulations;
- b. Respect other people's time and cyberspace. Use real-time conference features such as video/talk/chat/Internet relay chat only as approved by the supervising teacher system coordinator;
- c. Take pride in communications. Check spelling and grammar;
- d. Respect the privacy of others. Do not read the mail or files of others without their permission;
- e. Protect password confidentiality. Passwords are not to be shared with others. Using another user's account or password or allowing such access by another may be permitted with supervising teacher or system coordinator approval only;
- f. Communicate only with such users and/or sites as may be authorized by the district;
- g. Be forgiving of the mistakes of others and share your knowledge. Practice good mentoring techniques;
- h. Report violations of the district's policy and administrative regulation or security problems to the supervising teacher, system coordinator or administrator, as appropriate.

Use of appropriate etiquette is expected of all users while using the district's electronic communications system and is explained in district training sessions.

Complaints

The district's established complaint procedure in Board policy KL - Public Complaints and accompanying administrative regulation may be used to process complaints or concerns about violations of policy and administrative regulations.

Violations/Consequences

1. Students

- a. Students who violate general system user prohibitions shall be subject to discipline up to and including expulsion and/or revocation of access to the district electronic communications system access up to and including permanent loss of privileges.
- b. Violations of law may be reported to law enforcement officials and may result in criminal or civil sanctions.
- c. Disciplinary action may be appealed by parents, students and/or a representative in accordance with established district procedures.

2. Staff

- a. Staff who violate general system user prohibitions shall be subject to discipline up to and including dismissal in accordance with Board policy, collective bargaining agreements and applicable provisions of law.
- b. Violations of law may be reported to law enforcement officials and may result in criminal or civil sanctions.

- c. Violations of applicable Teacher Standards and Practices Commission (TSPC), Standards for Competent and Ethical Performance of Oregon Educators will be reported to TSPC as provided by Oregon Administrative Rules (OAR) 584-020-0041.
 - d. Violations of ORS 244.040 may be reported to Oregon Government Ethics Commission (OGEC).
3. Others
- a. Other guest users who violate general electronic communications system user prohibitions shall be subject to suspension of system access up to and including permanent revocation of privileges.
 - b. Violations of law may be reported to law enforcement officials or other agencies, as appropriate, and may result in criminal or civil sanctions.

Telephone/Membership/Other Charges

- 1. The district assumes no responsibility or liability for any membership, phone or internet service and/or related charges incurred by any home usage of the district's electronic communications system.
- 2. Any disputes or problems resulting from phone services or internet provider services for home users of the district's electronic communications system are strictly between the system user and their internet service provider and/or phone service provider.

Information Content/Third Party Supplied Information

- 1. System users and parents of student system users are advised that use of the district's electronic communications system may provide access to materials that may be considered objectionable and inconsistent with the district's vision, mission and goals. Parents should be aware of the existence of such materials and monitor their student's home usage of the district's electronic communications system accordingly.
- 2. Opinions, advice, services and all other information expressed by system users, information providers, service providers or other third-party individuals are those of the providers and not the district.
- 3. Users of the electronic communications system may, with system coordinator approval, order services or merchandise from other vendors that may be accessed through the district's electronic communications system. These vendors are not affiliated with the district. All matters concerning merchandise and services ordered including, but not limited to, purchase terms, payment terms, warranties, guarantees and delivery are solely between the vendor and the electronic communications system user. The district makes no warranties or representation whatsoever with regard to any goods or services provided by the vendor. District staff and administration shall not be a party to any such transaction or be liable for any costs or damages arising out of, either directly or indirectly, the actions or inactions of vendors.
- 4. The district does not warrant that the functions or services performed by, or that the information or software contained on, the electronic communications system will meet the system user's requirements, or that the electronic communications system will be uninterrupted or error-free, or that defects will be corrected. The district's electronic communications system is provided on an "as

is, as available” basis. The district does not make any warranties, whether express or implied including, without limitation, those of merchantability and fitness for a particular purpose with respect to any services provided by the electronic communications system and any information or software contained therein.

Sample Parent Letter

Dear Parents:

Your student needs your permission to use the district's electronic communications system. Your student will be able to communicate with other schools, colleges, organizations and individuals around the world through the Internet and other electronic information systems/networks.

With this educational opportunity also comes responsibility. Inappropriate system use may result in discipline, up to and including expulsion from school, suspension or revocation of your student's access to the district's electronic communications system, and/or referral to law enforcement officials.

Although the district is committed to practices that ensure the safety and welfare of system users, including the use of technology protection measures such as Internet filtering, please be aware that there may still be material or communications on the Internet that district staff, parents and students may find objectionable. While the district neither encourages nor condones access to such material, it is not possible for us to eliminate that access completely.

Attached to this letter is an agreement for your student and you to read and sign stating agreement to follow the district's electronic communications system policy and administrative regulation. The district's policy IIBGA – Electronic Communications System and administrative regulation are accessible from the district's website or upon request and include provisions on, but are not limited to, student use under General Use Prohibitions and Guidelines/Etiquette and student-related rules under Violations and Consequences.

Please review the district's Electronic Communications policy and administrative regulation, and the provisions therein, carefully with your student and return the attached agreement form to the school office indicating your permission for your student to use the district's electronic communications system.

Sincerely,

System Coordinator/Administrator

Student Agreement for an Electronic Communications System Account

Student agreement must be renewed each academic year.

Student Section

Student Name _____ Grade _____

School _____

I have received notice of, read and agree to abide by the provisions adopted and included in the district's Electronic Communications System policy and administrative regulation. I understand that violation of these provisions may result in discipline, up to and including expulsion from school, and/or suspension or revocation of system access and related privileges, and/or referral to law enforcement officials.

Student Signature _____ Date _____

.....

Parent

I have received notice of and read the district's Electronic Communications System policy and administrative regulation. I give my permission to the district to issue an account for my student and certify that the information contained in this form is correct. I will monitor my student's use of the system and the access to the Internet and will accept responsibility for supervision in that regard if and when my student's use is not in a school setting. In consideration for the privilege of using the district's electronic communications system and in consideration for having access to the public networks, I hereby release the district, its operators and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my, or my student's use, or inability to use, the system including, without limitation, the type of damages identified in the district's policy and administrative regulation.

Signature of Parent _____ Date _____

Email Address _____

Home Phone Number _____ Cell Number _____

Agreement for an Electronic Communications System Account
(Nonschool System User)

I have received notice of, read and agree to abide by the provisions adopted and included in the district's Electronic Communications System policy and administrative regulation. I understand that violation of these provisions may result in suspension and/or revocation of system access and related privileges, and/or referral to law enforcement officials.

In consideration for the privilege of using the district's electronic communications system and in consideration for having access to the public networks, I hereby release the district, its operators and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my use or inability to use the system including, without limitation, the type of damages identified in the district's policy and administrative regulation.

Signature _____ Date _____

Home Address _____

Home Phone Number _____ Cell Number _____

Email Address _____ Date of Birth _____

Parent (Required if nonschool-system user is under 18 years of age)

I have received notice of and read the district's Electronic Communications System policy and administrative regulation. I give permission to the district to issue an account for my child and certify that the information contained on this form is correct. I will monitor my child's use of the system and the potential access to the Internet and will accept responsibility for supervision in that regard if and when my child's use is not in a school setting. In consideration for the privilege of using the district's electronic communications system and in consideration for having access to the public networks, I hereby release the district, its operators and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my, or my child's use, or inability to use, the system including, without limitation, the type of damages identified in the district's policy and administrative regulation.

Signature of Parent _____ Date _____

Email Address _____ Home Address _____

Home Phone Number _____ Cell Number _____

Agreement for an Electronic Communications System Account
(Staff System User)

I have received notice of, read and agree to abide by the provisions in the district's Electronic Communications System policy and administrative regulation. I understand that violation of these provisions may result in suspension and/or revocation of system access and related privileges, and may include discipline, up to and including dismissal, and/or referral to law enforcement officials.

I understand that I may use my personal electronic device (PED) for education related purposes and that certain district proprietary information may be downloaded to, or accessed through my PED. I agree that any district proprietary information downloaded on my PED will only be as necessary to accomplish district purposes, obligations or duties, and will be properly removed from my PED when the use on my PED is no longer authorized. I ensure that the PED in use is owned by me, and I am in complete control of the device at all times.

In consideration for the privilege of using the district's electronic communications system and in consideration for having access to the public networks, I hereby release the district, its operators and any institutions with which they are affiliated from any and all claims and damages of any nature arising from my use or inability to use the system including, without limitation, the type of damages identified in the district's policy and administrative regulation.

Signature _____ Date _____

Email Address _____

Home Phone Number _____ Cell Number _____

APPENDIX A

Artificial Intelligence

Introduction

This policy outlines the responsible use of Artificial Intelligence (AI) tools and resources within Phoenix-Talent Schools K-12 public schools. AI has the potential to enhance learning, personalize instruction, and improve efficiency. This policy aims to empower teachers with the discretion to leverage AI tools while mitigating potential risks associated with AI use.

Core Principles

- **Privacy and Data Security:** Student data privacy is paramount. AI tools must comply with all applicable data security regulations. (CIPA, FERPA) **Student Learning:** The primary function of AI tools in schools is to support and improve student learning, guided by teacher expertise.
- **Equity and Accessibility:** AI should be used in a way that promotes equity and ensures accessibility for all students, regardless of background or ability.
- **Transparency and Explainability:** Schools should strive for transparency in AI use. Students, teachers, and parents should understand how AI works and the role it plays in their education.
- **Teacher Autonomy:** Teachers have the discretion to determine how and when to integrate AI tools into their classrooms to best support student learning objectives.

AI Applications in Schools (Teacher-Directed Use)

- **Instruction and Learning:**
 - Teachers can leverage AI-powered adaptive learning platforms to personalize instruction based on individual student needs and progress.
 - AI tutors can be used as supplemental tools to provide additional practice outside of class time, at the teacher's discretion.
 - Teachers can explore and utilize AI tools to create differentiated learning materials that cater to various learning styles.
- **Teacher Support:**
 - AI can automate administrative tasks like grading and scheduling, freeing up valuable teacher time for more student interaction, at the teacher's discretion.
 - Teachers can access AI-powered data analytics tools to gain insights into student performance and identify areas needing intervention, as they see fit.

- **Communication and Accessibility:**
 - Chatbots can be a resource for answering student and parent questions about school procedures and resources, at the teacher's discretion.
 - Text-to-speech and speech-to-text tools can be valuable tools for improving accessibility for students with disabilities, as determined by the teacher.

Implementation Guidelines

- **Teacher Training:** Schools will provide professional development opportunities for teachers on effectively integrating AI tools into their instruction.
- **AI Tool Selection:** A selection committee will review and approve AI tools based on educational value, alignment with curriculum standards, data security practices, and student privacy protections.
- **Student Data and Privacy:** Student data collected through AI tools will be used solely for educational purposes and will be protected according to all applicable laws and regulations. **Student names and other protected information must not be entered into any Artificial Intelligence engine.**
- **Student and Parent Awareness:** Schools will communicate clearly with students and parents about how AI tools **may be** used in their education. This includes information on the types of tools available, data collection practices, and student privacy rights.

Monitoring and Evaluation

The use of AI in schools will be monitored and evaluated on an ongoing basis. This will include assessing the impact of AI tools on student learning, teacher effectiveness, and overall educational outcomes. The policy will be reviewed and updated periodically to reflect evolving technologies and best practices.

Conclusion

By implementing this AI policy with teacher discretion at its core, Phoenix-Talent Schools strives to provide teachers with the flexibility to leverage the power of artificial intelligence to create a more personalized, effective, and equitable learning environment for all students.



PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

July 23, 2024

To: Phoenix-Talent School Board
From: Amy Honts and Yazmin Karabinas
RE: 24-25 SY Meal Prices

ADULT MEAL PRICES -

The USDA and ODE guidelines to determine pricing of adult meals state that the minimum adult meal charge for breakfast should be greater than the Free Reimbursement Rate for Severe Need Breakfast (2.84) + Entitlement Commodity Rate (.45) = \$3.29. The charge for adult lunch should also be greater than the Free Reimbursement Rate for Severe Need Lunch & Certified Menu (4.54) + Entitlement Commodity Rate (.45) = \$4.99.

Adult breakfast meals are currently being charged at \$3.15 per meal and \$4.90 for a lunch meal.

We recommend to increase meal prices for Adult Breakfast to \$3.30, and Adult Lunch to \$5.00 for the 24-25 SY. We also recommend a decrease to the Adult Salad Bar meal price (3# boat) to \$3.75 since it's not a full adult meal.

STUDENT MEAL PRICES –

The District has been approved for CEP (free breakfast and lunch) for the 24-25 school year, therefore meal prices will not affect students' first meal.

In 2023-2024 Second Meals were charged at the following rates: Second Breakfast K-8 \$1.60, and 9-12 \$1.65. Second Lunches K-5 \$2.70, 6-8 \$2.95, and 9-12 \$3.15.

For the 2024-25 SY we recommend to increase these prices for Second Breakfast K-12 to \$1.75, Second Lunch K-5 to \$2.75, 6-8 to \$3, and 9-12 to \$3.25.

In 2023-24 SY Milk was being charged at \$0.75. We recommend keeping the same Milk price for the 24-25 SY.

Phoenix-Talent Schools District 4

Code: EBBA

Adopted:

Student Health Services**

Although the district's primary responsibility is to educate students, the students' health and general welfare is also an important Board responsibility. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. A health services plan shall be developed, implemented, and updated annually. The plan shall describe a health services program for all students at each facility that is owned or leased where students are present for regular programming.

The district shall maintain a written prevention-oriented health services plan for all students. The health services plan will¹:

1. Explain available health care space that is appropriately supervised and adequately equipped for providing health care and administering medication or first aid;
2. Refer to available communicable disease prevention and management plan that includes school-level protocols²;
3. Outline a district-to-school communication plan³;
4. Provide information about health screenings, including immunizations and TB certificate requirements;
5. Describe how services for all students, including those who are medically complex, medically fragile or nursing dependent, and those who have approved 504 plans, individual education program plans, and individualized health care plans or special health care needs are managed⁴;
6. Integrate school health services with school health education programs and coordinate with health and social service agencies, public and private;
7. Describe how hearing, vision and dental screenings are managed and/or verified for required students⁵;

¹ For exact language and complete requirement, see OAR 581-022-2220(1).

² For specific protocol content requirements, see OAR 581-022-2220(1)(b).

³ For requirements of this plan see OAR 581-022-2220(1)(c).

⁴ For more information regarding these requirements see ORS 336.201 and 339.869, OARs 581-021-0037, 581-015-2040, 581-015-2045, 851-045-0040 – 0060, and 851-047-0010 – 0030.

⁵ For vision screening or eye examination or dental screening information see ORS 336.211 and 336.213.

8. Include a process to assess and determine a student’s health services needs, including availability of a nurse to assess student nursing needs upon, during, and following enrollment with one or more new medical diagnose(s) impacting a student’s access to education, and implement a student’s individual health plan prior to attending school⁶;
9. Comply with OR-OSHA Blood borne Pathogens Standards for all persons who are assigned to job tasks which may put them at risk for exposure to body fluids⁷;
10. Refer to adopted policy and procedures for medications in accordance with Oregon law⁸;
11. Include guidelines for the management of students who are medically complex, medically fragile, or nursing dependent as defined by ORS 336.201, including students with life-threatening food allergies and adrenal insufficiency while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities⁹ ~~[-and][.]~~;
12. ~~[List the positions in the district which shall be required to obtain and maintain a first-aid/CPR/AED card in accordance with OAR 581-022-2220(3).]~~

[Any nurse(s) employed by the district and providing services to students on behalf of the district shall be licensed in Oregon to practice as a registered nurse or nurse practitioner or be a licensed practical nurse (LPN) in alignment with LPN supervision requirements of OAR 851-045-0050 – 0060.

A nurse employed by the district shall follow all applicable requirements of ORS Chapter 678 and OAR Chapter 851. This includes, but is not limited to, delegation in accordance with OAR 851-047, which includes performing a nursing assessment of a student prior to delegation, providing adequate supervision during the delegation, and evaluating the skills, ability and willingness of the delegee.¹⁰

A nurse employed by the district will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.]

~~[The district provides a menstrual product dispenser with a variety of products in every student bathroom¹¹ which meets the requirements of law.]~~

END OF POLICY

Legal Reference(s):

⁶ For definitions for this policy see ORS 336.201.

⁷ OAR 437-002-0360 lists various health and safety regulations that apply in the employment setting.

⁸ Medication laws can be found in ORS 339.866 – 339.874 and OAR 581-021-0037; relevant Board policy includes JHCD/JHCDA - Medications.

⁹ For guideline requirements see OAR 581-022-2220(1)(k).

¹⁰ For additional delegation requirements see OAR 851-047-0030.

¹¹ ~~["Student bathroom" means a bathroom that is accessible by students, including a gender-neutral bathroom, a bathroom designated for females, and a bathroom designated for males. (OAR 581-021-0587)]~~

[ORS 329.025](#)
[ORS 332.107](#)
[ORS 336.201](#)
[ORS 336.204](#)

[ORS 336.211 – 336.214](#)
[OAR 581-021-0017](#)
[OAR 581-021-0031](#)
[OAR 581-021-0587](#)

[OAR 581-021-0590](#)
[OAR 581-022-2050](#)
[OAR 581-022-2220](#)
[OAR 581-022-2515](#)

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).

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

Cross Reference(s):

GBE - Staff Health and Safety

Phoenix-Talent Schools District 4

Code: EBBB
Adopted: 11/02/17
Revised/Readopted: 4/21/22
Orig. Code: EBBB

Injury/ or Illness Reports

All injuries or illnesses¹, sustained by the employee while in the actual performance of the duty of the employee, occurring on district premises, in district vehicles, at a district-sponsored activity or involving staff members who may be elsewhere on district business will be reported immediately to a supervisor. [Staff members will report self-administered first-aid² treatment to an immediate supervisor.] All accidents involving employees, students, visiting public or district property will be reported immediately to a supervisor.

A written report will be submitted within 24 hours to the district's safety officer. Reports will cover property damage as well as personal injury.

In the event of a work-related³ illness or injury to an employee resulting in in-patient overnight hospitalization for medical treatment⁴ other than first aid, loss of an eye, amputation or avulsion⁵, the district safety officer shall report the incident to the Oregon Occupational Safety and Health Division (OR-OSHA). This report will be made within 24 hours after notification to the district of an illness or injury. Fatalities or catastrophes⁶ shall be reported⁷ to OSHA within eight hours.

ALL injuries or illnesses sustained by an employee, while in the actual performance of the duty of the employee or by a student or visiting public and accidents involving district property, employees, students

¹ The Oregon Occupational Safety and Health Division provides: "Injury or illness" means an abnormal condition or disorder. Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation. Illnesses include both acute and chronic illnesses, such as, but not limited to, skin disease, respiratory disorder, or poisoning (record injuries and illnesses only if they are new, work-related cases that meet one or more of the recording criteria). (OAR 437-001-0015(39))

² For employees, "first aid" means any one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters, or similar injuries that do not ordinarily require medical care. Such one-time treatment and subsequent observation is considered first aid even though it is provided by a physician or registered professional personnel. (OAR 437-001-0015(34))

³ An injury or illness is work related if an event or exposure in the work environment either caused or contributed to the resulting condition or significantly aggravated a preexisting injury or illness. (OAR 437-001-0700(6)) condition.

⁴ "Medical treatment" is the management includes managing or care of a patient to combat for the purpose of combatting disease or disorder. The following are not considered medical treatment: visits to a physician or other licensed doctor or health care professional solely for observation or counseling; diagnostic procedures, such as x-rays and blood tests, including administering prescription medications used solely for diagnostic purposes; and any procedure that can be labeled first aid according to OAR 437-001-0700(8)(d)(A)(iii).

⁵ Amputations and avulsions are only required to be reported if they result in bone loss. (OAR 437-001-0704(4))

⁶ "Catastrophe" is an accident in which two or more employees are fatally injured, or three or more employees are admitted to a hospital or an equivalent medical facility. (OAR 437-001-0015(11))

⁷ Reporting must be done in person or by telephone. (OAR 437-001-0704(3))

or visiting public will be promptly investigated. As a result of the investigation any corrective measures needed will be acted upon.

The district safety officer will maintain records ~~on and reports on serious~~ injuries, ~~illnesses, and including~~ accidents involving district property, ~~or~~ employees, students or visiting public. ~~These records will include prevention measures taken, reporting information, public, and~~ periodic statistical reports on the number and types of injuries, ~~illnesses and accidents~~ occurring in the district, ~~and as well as on the measures being taken to prevent such injuries/illnesses in the future.~~

~~The records will include monthly and annual analyses reporting information and an analysis of accident the data, and trends will be conducted at least annually.~~ Such reports will be submitted to the superintendent ~~for review annually.~~

END OF POLICY

Legal Reference(s):

[ORS 339.309](#)

[OAR 437-001-0700](#)

[OAR 437-002-0360](#)

[OAR 437-001-0704](#)

[OAR 437-002-0377](#)

[OAR 437-001-0015](#)

[OAR 437-001-0760](#)

[OAR 581-022-2225](#)

Cross Reference(s):

EH - Data Management

GBE - Staff Health and Safety

Phoenix-Talent Schools District 4

Code: GBN/JBA
Adopted: 8/02/21
Revised/Readopted: 5/19/22
Orig. Code(s): GBN/JBA

Sexual Harassment

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* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure and GBN/JBA-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 parties¹ 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.

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~~ a school-sponsored activity or program; or 3) ~~off~~ ~~O~~ff 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.

3. Assault when sexual contact occurs without ~~the student's, staff member's or third party's consent².^{3} 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 conduct is not the product of sexual intent or a person finding another person, or another person's ~~actions~~ **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
Jessica Hamlin	Assistant Superintendent	541-535-1517	jessica.hamlin@phoenix.k12.or.us
Tiffanie Lambert	Assistant Superintendent	541-535-1517	TitleIX@phoenix.k12.or.us
Kelly Soter	Director of Equity & Community Care		

These individuals are 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.~~^{4}] See GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure.

Response

Any staff member who becomes aware of behavior that may violate this policy shall immediately 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.

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.

³ {The statutory definition (ORS 342.704) for sexual harassment includes separate definitions with slightly different language for students, staff members and third parties. The language used in this policy comes from OAR 581-021-0038(1). If the district would like to include the full statutory definition, it can do so.}

⁴ {This must be communicated elsewhere, but it is a good reason to specify it here as well.}

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 [immediately] 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. Removal of third parties engaged in sexual harassment;
3. Additional supervision in activities;
4. Additional controls for district electronic systems;
5. Trainings and education for staff and students; and
6. 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 person⁵ 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
4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include⁶:

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;

⁵ 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.

⁶ Remember confidentiality laws when providing any information.

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.

Oregon Department of Education (ODE) Support

The ODE will provide technical assistance and training upon request.

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 activity⁷;
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* GBN/JBA-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.

Tiffanie Lambert, Assistant Superintendent is designated as the Title IX Coordinator and can be contacted at 541-535-1517. The Title IX Coordinator will coordinate the district's efforts to comply with its responsibilities related to this [policy AR](#). The district prominently will display the contact information for the Title IX Coordinator on the district website and in each handbook.

Response

⁷ "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))

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.⁸ The district shall treat complainants and respondents equitably by providing supportive measures⁹ to the complainant and by following a grievance procedure¹⁰ 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.¹¹

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.¹² 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
3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the district will respond.

⁸ (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.

⁹ (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.⁹ 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))

¹⁰ This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

¹¹ The Title IX coordinator ~~Coordinator~~ may also discuss that the Title IX coordinator ~~Coordinator~~ has the ability to file a formal complaint.

¹² 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))

Inquiries about the application to Title IX and its requirements may be referred to the Title IX Coordinator or the Assistant Secretary¹³, or both.

No Retaliation

Neither the district or any person may retaliate¹⁴ 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 student handbook and 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 person upon request.

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).

Cross Reference(s):

AC - Nondiscrimination

ACB - Every Student Belongs

GBNA - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff

GBNAA/JHFF - Suspected Sexual Conduct with Students and Reporting Requirements

JBA/GBN - Sexual Harassment

JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Student

¹³ Of the United States Department of Education.

¹⁴ Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

Phoenix-Talent Schools District 4

Code: JBA/GBN
Adopted: 9/15/20
Revised/Readopted: 8/02/21; 9/01/22
Orig. Code(s): JBA/GBN

Sexual Harassment

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 parties¹ 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.

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~~ a school-sponsored activity or program; or 3) ~~off~~ ~~O~~ 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.

3. Assault when sexual contact occurs without ~~the student's, staff member's or third party's~~ consent².^{3} ~~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 conduct is not the product of sexual intent or a person finding another person, or another person's ~~actions~~ **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
Jessica Hamlin	Assistant Superintendent	541-535-1517	jessica.hamlin@phoenix.k12.or.us
Tiffanie Lambert	Assistant Superintendent	541-535-1517	TitleIX@phoenix.k12.or.us
Kelly Soter	Director of Equity & Community Care		

These individuals are 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.~~^{4}] See JBA/GBN-AR(1) - Sexual Harassment Complaint Procedure.

Response

Any staff member who becomes aware of behavior that may violate this policy shall immediately 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

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.

³ {The statutory definition (ORS 342.704) for sexual harassment includes separate definitions with slightly different language for students, staff members and third parties. The language used in this policy comes from OAR 581-021-0038(1). If the district would like to include the full statutory definition, it can do so.}

⁴ {This must be communicated elsewhere, but it is a good reason to specify it here as well.}

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 [immediately] 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. Removal of third parties engaged in sexual harassment;
3. Additional supervision in activities;
4. Additional controls for district electronic systems;
5. Trainings and education for staff and students; and
6. 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 person⁵ 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
4. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include⁶:

1. Name and contact information for all person designated by the district to receive complaints;

⁵ 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.

⁶ Remember confidentiality laws when providing any information.

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.

Oregon Department of Education (ODE) Support

The ODE will provide technical assistance and training upon request.

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 activity⁷;
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.

Tiffanie Lambert, Assistant Superintendent is designated as the Title IX Coordinator and can be contacted at 541-535-1517. The Title IX Coordinator will coordinate the district's efforts to comply with its responsibilities related to this [policy AR](#). The district prominently will display the contact information for the Title IX Coordinator on the district website and in each handbook.

Response

⁷ "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))

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.⁸ The district shall treat complainants and respondents equitably by providing supportive measures⁹ to the complainant and by following a grievance procedure¹⁰ 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.¹¹

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.¹² 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
3. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the district will respond.

⁸ (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.

⁹ (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.⁹ 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))

¹⁰ 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).

¹¹ The Title IX coordinator ~~Coordinator~~ may also discuss that the Title IX coordinator ~~Coordinator~~ has the ability to file a formal complaint.

¹² 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))

Inquiries about the application to Title IX and its requirements may be referred to the Title IX Coordinator or the Assistant Secretary¹³, or both.

No Retaliation

Neither the district or any person may retaliate¹⁴ 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 student handbook and 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 person upon request.

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).

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):

GBN/JBA - Sexual Harassment

GBNA - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff

JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Student

JHFF/GBNAA - Suspected Sexual Conduct with Students and Reporting Requirements

¹³ Of the United States Department of Education.

¹⁴ Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

OSBA Model Sample Policy

Code: JHC
Adopted: D

Student Health Services and Requirements**

*(Delete in lieu of new board policy using code EBBA - Student Health Services**)*

Although the district's primary responsibility is to educate students, the students' health and general welfare is also an important Board responsibility. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices.

The district shall provide:

1. One registered nurse or school nurse for every 125 medically fragile students;
2. One registered nurse or school nurse or one licensed practical nurse under the supervision of a registered nurse or school nurse for each nursing-dependent student; and
3. One registered nurse or school nurse for every 225 medically complex students.

The district may use the most cost effective means available to meet the above requirements.

The district shall maintain a prevention-oriented health services program which provides:

1. Pertinent health information on the students, as required by Oregon statutes or rules;
2. Health appraisal to include screening for possible vision or hearing problems;
3. Health counseling for students and parents, when appropriate;
4. Health care and first-aid assistance that are appropriately supervised and isolate the sick or injured child from the student body;
5. Control and prevention of communicable diseases as required by Oregon Health Authority, Public Health Division, and the county health department;
6. Assistance for students in taking prescription and/or nonprescription medication according to established district procedures;
7. Services for students who are medically fragile or have special health care needs;
8. Integration of school health services with school health education programs.

The Board directs its district health staff to coordinate with health personnel from other public agencies in matters pertaining to health instruction or the general health of students and employees.

In accordance with the requirements of federal law, the district recognizes its responsibility to notify parents in advance of any nonemergency, invasive physical examination¹ or screening that is required as condition of attendance; administered and scheduled by the school in advance; and not necessary to protect the immediate health and safety of the student, or of other students. Notification will be provided at least annually at the beginning of the school year or when enrolling students for the first time in school and will include the specific or approximate dates during the school year when such activities are scheduled or expected to be scheduled.

Procedures shall be developed and implemented to carry out this policy. All district employees will be apprised of their responsibilities in this area. Parents shall have the opportunity to request their students be exempt from participation in vision or hearing screening. The district will abide by those requests.

END OF POLICY

Legal Reference(s):

[ORS 329.025](#)
[ORS 336.201](#)

[ORS 336.211](#)
[OAR 581-022-2050](#)

[OAR 581-022-2220](#)
[OAR 581-022-2225](#)

Protection of Pupil Rights, 20 U.S.C. § 1232h (2018); Student Rights in Research, Experimental Programs and Testing, 34 C.F.R. Part 98 (2022).

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).

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

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¹ The term “invasive physical examination,” as defined by law, means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening. The term does not include any physical examination or screening that is permitted or required by state law, including physical examinations or screenings that are permitted without parental notification.

Phoenix-Talent Schools District 4

Code: JHCA/JHCB
Adopted: 4/05/18
Revised/Readopted: 8/05/21; 9/01/22
Orig. Code(s): JHCA/JHCB

Immunization, Physical Examination, Vision Screening/Eye Examination and School Sports Participation Dental Screening**

Immunization

Proof of immunization must be presented at the time of initial enrollment¹ in school or within 30 days of transfer to the district in accordance with Oregon law. Proof consists of a signed Certificate of Immunization Status form documenting either evidence of immunization, a religious, philosophical beliefs and/or medical exemption or immunity documentation.²

Physical Examination

~~The Board recommends that all students initially enrolling in school have a physical examination. Parents will be asked to complete a district Health History form when initially enrolling their student in the district and when registering them for grade 7.~~

School Sports Participation

~~All students-~~ A student participating in extracurricular sports in grades 7 through 12 is athletic programs are required to submit to an appropriate ~~the district a~~ School Sports Pre-Participation~~participation~~ Examination³ ~~form~~ prior to their initial participation in a related district athletic program. The form⁴ is to be completed and signed by a parent or guardian ~~and physician~~ giving permission for the student to participate ~~and be signed by a medical provider authorized by law⁵ who has examined and evaluated the student. The completed form(s) must be returned [as directed] [to the school office].~~

A student who is subsequently diagnosed with a significant illness or has had a major surgery is required to have a physical examination prior to further participation ~~in extracurricular sports.~~

¹The district shall immediately enroll a ~~homeless~~ student experiencing houselessness in the school selected even if the student is unable to produce records normally required for enrollment.

² Documentation requirements for exemptions are outlined in ORS 433.267.

³ The required form is available at , a copy may be obtained from a school office, or a form generated by the medical provider may be used if it meets requirements of law in OAR 581-021-0041. ~~Form available at <http://www.osaa.org/governance/forms>~~

⁴ The form may be used in either a hard copy or electronic format.

⁵ This physical examination must be conducted by a physician possessing an unrestricted license to practice medicine, a licensed naturopathic physician, a licensed physician assistant, a licensed nurse practitioner or a licensed chiropractic physician who has clinical training and experience in detecting cardiopulmonary diseases and defects.

A student who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion will not be allowed to participate in any athletic event or training on that day, unless an athletic trainer licensed by the Board of Athletic Trainers or a physician licensed pursuant to ORS 677.100 - 677.228 has determined the student has not suffered a concussion.⁶ Except as allowed above, a student excluded for concussion reasons will not be allowed to return to participate in an athletic event or training until the following three conditions have been met:

1. It is not the same day as the student exhibited signs, symptoms or behaviors, experienced a blow to the head or body, or was diagnosed with a concussion;
2. The student no longer exhibits signs, symptoms or behaviors consistent with a concussion; and
3. The student has received a medical release form from a health care professional⁷.

A student who continues to participate in extracurricular sports in grades 7 through 12 shall be required to complete a ~~sports~~physical examination once every two years, thereafter.

~~Vision Screening or Eye Examination~~

~~The parent or guardian of a student who is 7 years of age or younger and is beginning an education program with the district for the first time shall, within 120 days of beginning the education program, submit a certification that the student has received:~~

- ~~1. A vision screening or eye examination; and~~
- ~~1. Any further examination, treatments or assistance necessary.~~

~~The certification is not required if the parent or guardian provides a statement to the district that:~~

- ~~1. The student submitted a certification to a prior education provider; or~~
- ~~2. The vision screening or eye examination is contrary to the religious beliefs of the student or the parent or guardian of the student.~~

~~Dental Screening~~

~~The district shall file in the student's dental health record any dental screening certifications and any results of a dental screening known by the district. The district will provide to the parent or guardian of each student, standardized information developed by the Oregon Health Authority's dental director regarding dental screenings, further examinations or necessary treatments and preventative care including fluoride varnish, sealants and daily brushing and flossing.~~

⁶ For more information regarding medical releases for students in grades 9-12, see OSAA rules.

⁷ "Health care professional" includes a chiropractic physician, a naturopathic physician, a psychologist, a physical therapist, an occupational therapist, a physician assistant or a nurse practitioner who is licensed or registered under the laws of Oregon.

~~The parent or guardian of a student who is 7 years of age or younger, and is beginning an education program with the district for the first time, shall submit a certification within 120 days of beginning the education program that the student has received a dental screening within the previous 12 months.~~

~~The certification is not required if the parent or guardian provides a statement to the district that:~~

- ~~1. The student submitted a certification to a prior education provider;~~
- ~~2. The dental screening is contrary to the religious beliefs of the student or the parent or guardian of the student; or~~
- ~~3. The dental screening is a burden for the student or the parent or guardian of the student in the following ways:
 - ~~a. The cost of obtaining the dental screening is too high;~~
 - ~~b. The student does not have access to an approved screener;~~
 - ~~c. The student was unable to obtain an appointment with an approved screener.~~~~

~~The certification may be provided by a licensed dentist, a dental hygienist or a health care practitioner as defined by state law. The certification must include the:~~

- ~~1. Student's name;~~
- ~~2. Date of screening; and~~
- ~~3. Name of entity conducting the dental screening.~~

~~The district shall submit to the Oregon Department of Education a report that identifies the percentage of students who failed to submit the certification for the previous year, no later than October 1 of each year.~~

~~If the district is causing the dental screening to be conducted, the district will follow the notice requirements in accordance with law.~~

END OF POLICY

Legal Reference(s):

[ORS 326.580](#)

[ORS 433.235 - 433.280](#)

[OAR 333-050-0010 - 050-0120](#)

[ORS 336.479](#)

[OAR 581-021-0041](#)

[ORS 336.485 - ORS 336.490](#)

[OAR 333-019-0010](#)

McKinney-Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX-A of the Every Student Succeeds Act, 42 U.S.C. §§ 11431-11435 (2018).

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2024).

Cross Reference(s):

IGDJ - Interscholastic Activities

JEC - Admissions

~~Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening and School Sports Participation**~~ – JHCA/JHCB



PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Board Meeting - 6:00 PM

Thursday, September 19, 2024

In-Person at Phoenix Elementary School

Join the Zoom Meeting:

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

Meeting ID: 817 2038 8016

Passcode: 772592

AGENDA

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