REGULAR BOARD OF DIRECTORS MEETING

Wednesday, October 1, 2025 6:15 PM
South Umpqua School District, 558 Chadwick Ln, Myrtle Creek, OR 97457

1. **Call to Order/Roll Check**

2. **Flag Salute**

3. **Adoption or Adjustment of Agenda:**

   Agenda was updated on 10/01/2025. Board policy GBN/JBA and JBA/GBA were added to the consent agenda. Board policy AR GBN/JBA and JBA/GBA were added to the agenda for review.

4. **Canyonville School Presentation**

5. **Citizens Request of the Board**

6. **Board Member Comments**

7. **Superintendent Communication**

7.1. Enrollment Numbers

8. **Financial Report**

9. **Facilities Update**

10. **Student Services Update**

11. **Review of board policy AR's: GBN/JBA- AR and JBA/GBN- AR**

12. **Review and First reading of Policy JFCEB - Personal Electronic Devices**

13. **Foundation Communication**

14. **Consent Agenda** ***(All items may be adopted by a single motion unless pulled for special consideration.)***

14.1. Approve Board Minutes from September 03, 2025, Board Meeting

14.2. Approve Temprorary Employment of Samuel Bogdanove, SUHS Interim Prinicpal

14.3. Review and adoption of board policies: JBA/GBN and GBN/JBA

15. **Action Items**

16. **Announcements:**
    Board Work Session, October 15, 2025, 6:15 pm
    Board Regular Session, November 05, 2025

17. **Board chair closing comments**

18. **Adjourn Meeting**

South Umpqua School District 19	Code: **BDDH-AR** Revised/Reviewed: 10/20/10; 6/07/17

Public Comment Form for Board Meetings

PUBLIC NOTICE: The South Umpqua School District Board welcomes public comment with and input on our community's schools. There are several ways to contribute; one is by offering public comment at a regular board meeting. An opportunity for public comment is provided during the "Citizens Request of the Board" portion of the agenda at each regular board meeting.

The public comment period may be limited to three minutes per person. If there are several speakers addressing the same topic or sentiment, please select a single spokesperson that could summarize the input. This public comment opportunity is not a discussion, debate or dialogue between the speaker and the Board. It is a citizen's opportunity to express opinions on issues of school board business.

The Board will not hear complaints about individual school personnel, nor against any member of the school community. Contact the district office for the proper process to express any complaints involving staff members.

Improper conduct or remarks that are defamatory or abusive will not be tolerated and that person's privilege to address the Board will be terminated.

- Fill out this card and hand it to the Board Secretary prior to the "Citizens Request of the Board" agenda item.
- When your name is called, take a seat at the table, facing the Board chair.
- State your name and address.
- Please limit your remarks to three minutes.

7:30

Name: Lauren Sands

Address: 456 S Old Pacific Hwy

Question(s)/Concern(s): complaints about time change

I am deeply concerned about the district's decision to begin elementary school at 7:30 a.m. This schedule is developmentally inappropriate for young children and places an unnecessary strain on families, particularly those already navigating systemic inequities.

Research is clear: early start times compromise children's sleep, attention span, and ability to learn effectively. The American Academy of Pediatrics (AAP) has stated that insufficient sleep is linked to lower academic performance, higher rates of behavioral challenges, and long-term health risks (AAP Policy Statement, School Start Times for Adolescents, Pediatrics, 2014). Similarly, the Centers for Disease Control and Prevention (CDC) has emphasized that school schedules should be aligned with child development needs, noting that earlier start times contribute to widespread sleep deprivation among U.S. students (CDC, Schools Start Too Early, 2015). While much of this research focuses on adolescents, the principle holds true for younger children, who require even more rest for healthy brain development and self-regulation.

Safety Issues

The 7:30 start time also creates unsafe conditions for children who must wait for buses in complete darkness. Parents in our district report elementary-aged students standing roadside before sunrise while logging trucks and heavy vehicles speed past. This is a serious safety hazard that should not be overlooked.

Ending the day so early compounds these challenges, leaving many families struggling to cover childcare during standard work hours. This burden falls hardest on underserved families, further widening opportunity gaps the district should be working to close. A recent study from the Learning Policy Institute highlights that inequitable scheduling policies disproportionately impact low-income families, making it more difficult for parents to maintain stable employment while supporting their children's education (Learning Policy Institute, Building a Strong and Diverse Educator Workforce, 2017).

Families in Myrtle Creek already face significant challenges that make adapting to school schedule changes more difficult than in higher-income or more urban areas. According to the U.S. Census Bureau's American Community Survey, the median household income in Myrtle Creek is about $57,000, which is well below the state median of roughly $84,000. The average household size is 2.4, and nearly one-third of households are non-family or single-parent households. This means many families are already working with limited financial resources and reduced adult support at home.

While after-school programs may be presented as an option, cost—even at a "low" rate—is prohibitive for many in our community. Families who are already stretched financially cannot take advantage of these programs, leaving children without safe, structured care in the afternoons. This inequity further deepens the divide between higher- and lower-income households.

Our elementary schools currently serve lunch at 10:30 a.m. This schedule leaves a long gap before children receive another meal, disproportionately harming students from food-insecure households who may not have access to nutritious food at home. National data confirm that over 1 in 6 children live in food-insecure homes (Feeding America, 2024). Locally, this reality is evident: parents in our community are publicly posting requests for donated cans to take back to feed their children. This is not an abstract statistic—it is happening within our district, today. Early lunch exacerbates hunger and puts vulnerable children at greater risk.

Additionally, as a community, we expect transparency in how these decisions are made. At the end of last school year, families participated in a district survey regarding school start times. To date, those results have not been shared. It is unacceptable to ask for community input and then withhold the findings. We request that the survey results be released immediately so families can fully understand how their voices factored into this decision.
This schedule is not in alignment with best practices for child development, family support, or educational equity. I urge the district to re-evaluate elementary school start times and prioritize a structure that supports student well-being and removes—not creates—barriers for working families. The health, fairness, and trust in our school system demand that this issue be addressed without delay.

While I understand and support the intent behind delaying high school start times in order to improve academic performance, doing so at the expense of our youngest learners is counterproductive. Elementary students should not bear the burden of significantly earlier start times, as this does not support their developmental needs and may in fact hinder their ability to thrive academically, socially, and emotionally. To set children up for long-term success, school schedules must reflect the sleep and developmental requirements of all students, not shift the challenge from one age group to another.

Superintendent's Reports

October 1, 2025

To: Board of Directors

From: Superintendent, Erika Bare

Subject: Superintendent Reports

Date: October 1, 2025

Summary:

Superintendent Erika Bare will provide announcements/reports to the Board on items of interest.

Strategic Plan Update:

Supported and Successful Students: All sites participated in fall benchmark testing, so we are looking forward to using those results to help accelerate instruction.

Empowered and Valued Staff: PLC Guiding Coalitions are working to ensure that we get our professional learning communities moving in the right direction and continue to use this as a primary method of professional development. Instructional Coaches have been focusing their effort on supporting new teachers and the PLC effort. We are busy planning a conference style PD Day for classified staff on October 9th that is targeted and specific to their needs. On that same day, licensed staff receive additional professional development on our evaluation system and the rubric we are now using for growth and evaluation.

Strong Family and Community Partnerships: Our new partnership with the YMCA has been extremely successful. All schools launched a Site Council on their site this year, and all are tasked with building family engagement at each site. We are going to be transitioning to student led conferences this fall, which will increase engagement and meaning for that event for grades k-12. Fall conferences are in November prior to Thanksgiving.

Modern and Safe Facilities: Joe began site walkthroughs with principals and law enforcement to identify any safety facility need. Once the list is compiled, he will be prioritizing and making a plan to make those improvements.

Start Time Update: As you know, the decision to adjust start times was made after careful consideration and extensive outreach last spring. We are now five weeks into the new schedule, and I am pleased to share that students are settling in very well. At the elementary level, students have adjusted smoothly to the earlier start, and staff report that they are coming to school ready to learn. We are not seeing any negative impacts on their engagement or well-being. In addition, the new afterschool care option for elementary families has gotten off to a very successful start. At a rate of only $70 a month, with transportation provided from both Canyonville and Myrtle Creek, it is proving to be an accessible and supportive option for families.

At Coffenberry and South Umpqua High School, the benefits we hoped to see are already beginning to emerge. Teachers are noticing that students have more energy in the morning, are engaging more positively in class, and we are starting to see improvement in attendance. These are encouraging signs that the change is aligning with what the research predicted and is supporting stronger outcomes for our students.

Change of this kind is always an adjustment for families, and I remain mindful of the impact it can have. That said, The District Service Center has received no direct communication regarding the new start times, excepting one that was regarding a mix up on the initially published bus route schedule that was quickly resolved. I am encouraged by how well our students have responded and by the positive feedback from our secondary schools. I believe this shift is proving to be the right decision for the long-term success and well-being of our students. I will keep the board updated on the attendance and engagement data as we move forward.

OSBA Visit: As I shared last week, OSBA will be in Roseburg on October 1 to provide a legislative update and provide information to boards on what is happening across the state and nation. Dinner is at 6:00 and meeting will start at 6:30. They have also offered training ahead of that with several topics available. I have a vote for Roles and Responsibilities and Public Meeting Law. Please let me know as soon as possible whether you are able to attend or not so we can ensure you are registered.

Required Trainings:

All board members must take two required trainings, one on child abuse reporting, and the second on board ethics. It totals roughly 2.5 hours. Please look for an email from Tabitha with links to the trainings and complete them by December 1st.

SUSD Enrollment Report

19-20	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Cberry (303)	309	311	313	308	309	311	Enrollment frozen at February numbers due to COVID-19 Pandemic.			
Cville (208)	205	206	202	198	201	203				
HS (387)	407	402	405	392	392	389				
MCE (347)	300	302	302	304	292**	287				
*MCE Pre-K**	19	19	19	19	20	19				
TCE (307)	309	308	303	300	308	302				
Total (1552)	**1549***	1548	1544	1521	1522	1511				

20-21	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Cberry (316)	314	310	309	311	312	311	312	311	308	308
Cville (197)	152	159	161	162	162	163	162	163	165	164
HS (414)	414	397	398	400	393	391	391	384	379	379
MCE (291)	270	261	264	266	267	265	269	275	275	275
*MCE Pre-K**	12	12	12	12	16	15	15	14	14	14
TCE (306)	282	278	282	285	281	282	280	277	273	273
Total (1524)	**1444**	**1417**	**1426**	**1436**	**1431**	**1427**	**1429**	**1424**	**1414**	**1413**

21-22	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Cberry (309)	282	281	282	282	282	288	285	289	281	277
Cville (172)	155	159	159	160	164	162	164	166	164	164
HS (398)	420	404	406	407	402	408	405	399	399	396
MCE (264)	303	292	291	286	291	285	283	295	294	293
TCE (282)	260	265	267	264	264	264	261	263	268	267
SU OLA	58	56	45	42	36	35	32	30	30	30
Total (1425)	**1478**	**1457**	**1450**	**1441**	**1439**	**1442**	**1430**	**1442**	**1436**	**1427**

22-23	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Cberry (301)	*286*	288	286	284	286	281	277	272	264	265
Cville (164)	*172*	170	173	174	179	175	170	169	166	166
HS (398)	*449*	442	444	442	434	426	428	415	414	414
MCE (286)	*274*	279	284	285	283	287	285	287	290	290
TCE (268)	*293*	286	285	286	286	283	282	283	282	281
SU OLA (25)	*12*	13	13	13	13	13	13	12	12	12
Total (1442)	***1486***	**1478**	**1485**	**1484**	**1481**	**1465**	**1455**	**1438**	**1428**	**1428**

23-24	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Cberry	*288*	283	282	284	285	278	273	268	263	260
Cville	*165*	165	166	169	170	166	168	168	168	168
HS	*453*	444	438	438	433	427	425	415	409	405
MCE	*273*	272	270	270	280	280	277	270	267	261
TCE	*273*	275	272	271	269	271	268	270	269	269
SU OLA	*11*	11	11	11	9	14	12	12	12	12
Total (1465)	***1463***	**1450**	**1439**	**1443**	**1446**	**1436**	**1423**	**1403**	**1388**	**1375**

24-25	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Cberry	*270*	273	275	273	274	269	263	262	264	264
Cville	*186*	184	180	188	187	190	190	189	187	190
HS	*444*	447	447	441	439	427	414	407	399	400
MCE	*268*	259	256	258	257	258	253	255	261	256
TCE	*250*	251	252	256	255	257	251	250	249	249
SU OLA	*0*	0	0	0	0	0	0	0	0	0
Total (1431)	***1418***	**1414**	**1410**	**1416**	**1412**	**1401**	**1371**	**1363**	**1360**	**1359**

25-26	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Cberry	*273*									
Cville	*203*									
HS	*437*									
MCE	*256*									
TCE	*243*									
SU OLA	*0*									
Total	***1412***									

Board Reports

October 1, 2025

To:	Board of Directors
From:	Superintendent, Erika Bare Director of Fiscal Services, Shy Chapman
Subject:	Superintendent Reports – Fiscal Responsibility (Board Goal)
Date:	September 24, 2025

Summary:

Superintendent Erika Bare and Director of Fiscal Services Shy Chapman will provide announcements/reports to the Board on Fiscal Responsibility.

Financial Report: Attached is the District's Revenue and Expenditure Report, reflecting financial activity through September 24, 2025. The projected ending fund balance for the fiscal year ending June 30, 2026, is currently $4,356,144.

The District's Revenue and Expenditure Report for September includes a more precise forecast of our ending fund balance for the fiscal year ending June 30, 2026. Last month's figure was a conservative estimate, based on encumbering salaries and benefits at full budgeted amounts. With the recent completion of the hiring process and benefits open enrollment, we now have more accurate data on our personnel costs. This has allowed us to refine our expenditure projections, providing the Board with a more accurate and realistic view of our financial position.

South Umpqua School District #19
Estimated 2025-2026 Revenues and Expenditures **2025-2026 Fiscal Year**
As of September 24, 2025

	Prior Year Actual Unaudited	**2025-26 Budget**	**Actual YTD 9/24/25**	**Total Projected for the Year**	**Net Difference**
REVENUE					
Taxes, Current & Prior	4,144,777	4,273,234	81,315	4,273,234	-
Interest on Investments	705	700		700	-
Student Activities	56,960	55,000		55,000	-
Miscellaneous Local Sources	170,229	147,150	890	147,150	-
County School Fund	20,314	20,000		20,000	-
Other Intermediate Sources	3,638	4,555		4,555	-
ESD Flow Through	123,720	124,521		124,521	-
State School Support Fund	14,003,142	15,203,421	4,919,757	15,203,421	-
Common School Fund	195,515	195,520		195,520	-
Other State Grants In Aid	9,795	1,100		1,100	-
Prior YR Forster Child Transportation Reimb	4,557	-		-	-
Federal Forest Fees	22,027	25,000		25,000	-
TOTAL REVENUE	18,755,379	20,050,201	5,001,962	20,050,201	-
ESTIMATED BEGINNING FUND BALANCE	5,076,392	3,503,807	4,540,219	4,540,219	1,036,412
TOTAL REVENUE & BEG. FUND BALANCE	23,831,771	23,554,008	9,542,181	24,590,420	1,036,412
EXPENDITURES					
Instruction					
Salaries	5,295,429	5,619,953	240,111	5,474,339	145,614
Associated Payroll Costs	2,975,879	3,880,475	153,700	3,035,012	845,463
Purchased Services	508,683	488,924	18,520	488,924	-
Supplies & Materials	399,452	202,859	33,717	202,859	-
Capital Outlay				-	-
Other Objects	27,420	17,850	4,520	17,850	-
Total Instruction	9,206,863	10,210,061	450,568	9,218,984	991,078
Support Services					
Salaries	3,319,620	3,594,336	489,052	3,571,511	22,825
Associated Payroll Costs	1,740,030	2,560,202	292,338	1,991,068	569,134
Purchased Services	2,449,888	3,146,793	247,033	3,146,793	-
Supplies & Materials	755,640	971,711	368,660	971,711	-
Capital Outlay	72,044	113,717	29,735	113,717	-
Other Objects	292,362	396,206	366,136	396,206	-
Total Support Services	8,629,583	10,782,965	1,792,955	10,191,006	591,958
Community and Enterprise Services					
Associated Payroll Costs	5,210	14,286		14,286	-
Transfers to Other Funds	1,424,147	810,000	800,000	810,000	-
				-	
TOTAL EXPENDITURES	19,265,803	21,817,312	3,043,522	20,234,276	1,583,036
ESTIMATED ENDING FUND BALANCE	**4,565,968**	1,736,696	6,498,658	***4,356,144***	2,619,448

Board Reports

October 1st, 2025

To: Board of Directors

From: Superintendent, Erika Bare
Facility Manager, Joseph Motta

Subject: **Facility Updates**

Date: September 23rd, 2025

Summary:

Superintendent Erika Bare and Facilities Manager Joe Motta will provide the Board with district facility updates and reports.

<u>Facilities Updates:</u>

1. We will have our first safety walkthrough with the site ADs on 9/25/2025
2. Walked TCE and MCE exterior lighting upgrades
3. New signage DSC
4. MCE entry and lot paving-smoooth
5. Busy school start-up
6. CMS roof coating done

Board Reports

October 1, 2025

To: Board of Directors

From: Director of Student Services, Emily Veale

Subject: McKinney-Vento

Date: October 1, 2025

Summary:

McKinney-Vento:

The McKinney-Vento Act is a federal law that makes sure students experiencing homelessness can enroll in and attend school without barriers, with the supports they need to succeed.

Key school district requirements:

- Enroll students immediately, even without documents.
- Provide transportation to keep students in their school of origin when possible.
- Ensure equal access to school programs, activities, and services.
- Identify and support students experiencing homelessness
- Appoint a McKinney-Vento liaison to assist families and students

SUSD McKinney Vento Identified Student Number: 99

These are families that were willing to identify themselves as; living doubled up, living in a motel, in a shelter, unsheltered, couch surfing, migrant housing or transitional housing. Although the number is 99 we find that there are families, or singular students, that are in these living situations that do not want to be identified as well.

How are we supporting:

- Immediate enrollment
- Grocery and gas vouchers if needed
- Shoes, clothing and school supplies as available
- Access to programs and activities
- Bus transportation
- Connection to community services through Dome Spe Homes of Hope

Superintendent's Reports

October 1, 2025

To: Board of Directors

From: Superintendent, Erika Bare

Subject: Review of Board Policy AR- GBN/JBA, AR and JBA/GBN,AR

Summary:

Superintendent Erika Bare will provide policy updates for review.

JBA/GBN – Sexual Harassment

Summary of Changes: Policy was updated to reflect the change in the Title IX Coordinator and the designated contact for reports of sexual harassment.

South Umpqua School District 19

Code: JBA/GBN-AR(1)
Revised/Reviewed: 1/16/02; 8/02/17; 10/18/17; 4/21/21; 10/02/24, 10/01/2025
Orig. Code: JBA/GBN-AR

Sexual Harassment Complaint Procedure

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

Name	Position	Phone	Email
Emily Veale	Director of Student Services	541-863-3115	emily.veale@susd.k12.or.us

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

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

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

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

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

If the Board chooses not to hear the complaint, the superintendent's decision in Step 2 is final.

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

Complaints against the principal may start at Step 2 and may be filed with the superintendent or designee. The superintendent or designee will cause the required notices to be provided. The superintendent or designee will investigate the complaint and will notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within 10 working days of receipt by the superintendent or designee, the complainant may appeal to the Board in Step 3.

Complaints against the superintendent or a Board member (other than the Board chair) may start at Step 3 and should be referred to the Board chair on behalf of the Board. The Board chair will cause required notices to be provided. The Board chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 20 days, in open session what action, if any, is warranted. The Board chair shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

Complaints against the Board chair may start at Step 3 and should be referred to the Board vice chair on behalf of the Board. The Board vice chair will cause required notices to be provided. The Board vice chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 20 days, in open session what action, if any, is warranted. The Board vice chair shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

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

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

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

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

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

South Umpqua School District 19
558 Chadwick Lane, Myrtle Creek, Oregon 97457-8702 | (541) 863-3115

SEXUAL HARASSMENT COMPLAINT FORM

Name of complainant: _____

Position of complainant: _____

Date of complaint: _____

Name of alleged harasser: _____

Date and place of incident or incidents: _____

_____

Description of misconduct: _____

_____

_____

Name of witnesses (if any): _____

_____

_____

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

_____

Any other information: _____

_____

_____

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

Signature: _____ Date: _____

South Umpqua School District 19
558 Chadwick Lane, Myrtle Creek, Oregon 97457-8702 | (541) 863-3115

WITNESS DISCLOSURE FORM

Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

Description of Instance Witnessed: _____

_____

_____

_____

_____

Any Other Information: _____

_____

_____

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

Signature: _____ Date: _____

South Umpqua School District 19

Code: GBN/JBA-AR(1)
Revised/Reviewed: 1/16/02; 8/02/17; 10/18/17; 4/21/21; 10/02/24; 10/01/2025
Orig. Code: GBN/JBA-AR

Sexual Harassment Complaint Procedure

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

Name	Position	Phone	Email
Emily Veale	Director of Student Services	541-863-3115	emily.veale@susd.k12.or.us

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

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

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

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

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

If the Board chooses not to hear the complaint, the superintendent's decision in Step 2 is final.

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

Complaints against the principal may start at Step 2 and may be filed with the superintendent or designee. The superintendent or designee will cause the required notices to be provided. The superintendent or designee will investigate the complaint and will notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law. If the complaint remains unresolved within 10 working days of receipt by the superintendent or designee, the complainant may appeal to the Board in Step 3.

Complaints against the superintendent or a Board member (other than the Board chair) may start at Step 3 and should be referred to the Board chair on behalf of the Board. The Board chair will cause required notices to be provided. The Board chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 20 days, in open session what action, if any, is warranted. The Board chair shall notify the parties in writing that the investigation is cncluded and if a violation of the policy was found to have occurred to the extent allowable by law.

Complaints against the Board chair may start at Step 3 and should be referred to the Board vice chair on behalf of the Board. The Board vice chair will cause required notices to be provided. The Board vice chair shall present the complaint to the Board. The Board may use executive session if the subject matter qualifies under Oregon law. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within 20 days, in open session what action, if any, is warranted. The Board vice chair shall notify the parties in writing that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

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

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

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

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

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

South Umpqua School District 19
558 Chadwick Lane, Myrtle Creek, Oregon 97457-8702 | (541) 863-3115

SEXUAL HARASSMENT COMPLAINT FORM

Name of complainant: _____

Position of complainant: _____

Date of complaint: _____

Name of alleged harasser: _____

Date and place of incident or incidents: _____

_____

Description of misconduct: _____

_____

_____

Name of witnesses (if any): _____

_____

_____

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

_____

Any other information: _____

_____

_____

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

Signature: _____ Date: _____

South Umpqua School District 19
558 Chadwick Lane, Myrtle Creek, Oregon 97457-8702 | (541) 863-3115

WITNESS DISCLOSURE FORM

Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

Description of Instance Witnessed: _____

_____

_____

_____

_____

Any Other Information: _____

_____

_____

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

Signature: _____ Date: _____

OSBA Model Sample Policy

Code: JFCEB-AR
Revised/Reviewed:

Request for Personal Electronic Devices Exception

A parent or guardian may request an exception to the personal electronic device prohibition by submitting the following form to the [principal]:

Name of Student _____ Date _____

School _____

If the reason for the request is included in the student's individualized education program, as defined in ORS 343.025 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, this form is not required.

This request is:
[ ] in compliance with the student's medical provider's order for the care and treatment of a medical condition (attach a copy of the order);
[ ] to accommodate the individual circumstances of the student;
[ ] to further specific educational outcomes for the student.

Exemption Requested (describe the requested possession and/or use of a personal electronic device to be allowed and reason for the requested exemption):
_____
_____
_____

Duration for Requested Exemption: _____[1]

Signed_____ Date_____

Parent of Guardian Name_____

Parent or Guardian Phone_____ Email_____

FOR COMPLETION BY SCHOOL ADMINISTRATION

Request [ ] Granted Expiration of Exemption _____
[ ] Denied Reason for Denial_____
[ ] More information needed. Please submit by [date] for reconsideration.

[1] The maximum duration of an exemption is ~~[one year]~~[the end of the current school year]~~[the end of the student's enrollment at this school]~~.

_____

_____

Signed_____ Date_____

School administration decisions will be issued and communicated to the parent or guardian within [ten] school days of receipt and can be appealed [with the superintendent]~~[in accordance with KL-AR(1) – Public Complaint Procedure]~~ within ten school days of issuance. [The superintendent's decision will be final.] Denied requests may be resubmitted if circumstances change or after 12 months, whichever is earlier.

Guidelines for exemption consideration:

1. [Exemptions should only be approved for [clearly documented] needs of students and their families, not mere convenience;

2. Exemptions should be consistently granted in a non-discriminatory manner;

3. Exemptions should be limited to address the specific need, with any limitations communicated to the student regarding other possession and use;

4. Exemptions should only be approved when other communication methods and device availability (school phones, laptops, computers, available internet, etc.) are not adequate for the specific need;

5. Exemptions should be communicated to necessary staff in a way that protects student privacy;

6. Exemptions should minimize disruption to other students, staff and the educational environment.]

OSBA Model Sample Policy

Code: JFCEB
Adopted:

Personal Electronic Devices */**

{This policy is required by ORS 336.840 and EO 25-09. EO-25-09 requires policy to be adopted and in place by October 31, 2025, with full implementation by January 1, 2026.}

Student ~~[possession or]~~ use of a personal electronic device is prohibited from the start of regular instructional hours until the end of regular instructional hours, except as provided below. [Personal electronic devices can be used when students are not on school grounds and are not under the supervision of school personnel (other than a school bus driver)[1].]

Except as otherwise provided in this policy, "personal electronic device" means any portable, electrically powered device that is capable of making and receiving calls and text messages and accessing the internet independently from the school's network infrastructure.[[2]] This includes headphones and earbuds attached to personal electronic devices. This does not include a laptop computer or other device required to support academic activities.

Personal electronic devices may be used when use complies with the terms of:

1. The student's medical provider's order for the care and treatment of a medical condition;[3]

2. The student's individualized education program, as defined in ORS 343.035 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);[4]

3. A written exemption provided for the student based on a request received in JFCEB-AR. School administration will respond to such a request within [ten] school days.[5]

Personal electronic devices ~~[must be placed in district-provided pouches or storage]~~ [may be kept by students in lockers or backpacks, but personal electronic devices are not to be stored on the student's person or in the student's clothing]~~[may be stored on the student's person, but may not be used]~~ during regular instructional hours.

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[1] If students are under the supervision of school personnel other than a school bus driver, the use of personal electronic devices is prohibited during regular instructional hours. {ODE's guidance, *Fostering Student Learning, Well-Being, and Belonging* provides that districts have discretion related to field trips. The district could include language regarding field trips here.}

[2] [ODE's guidance, *Fostering Student Learning, Well-Being, and Belonging* provides "This includes personal electronic devices that can make calls, send texts, or access the internet via cellular data are restricted. This includes smartphones, web-enabled flip phones, cellular-capable tablets and e-readers, smartwatches, smart glasses, and connected headphones or earbuds. This does not include laptop computers or other devices required to support academic activities."]

[3] JFCEB-AR must be submitted to the building administrator, along with a copy of the order.

[4] If use of the personal electronic device is included in the individualized education program or education plan, JFCEB-AR submission is not required.

[5] JFCEB-AR must be submitted to the building administrator.

Students in violation of this policy will be subject to disciplinary action. Discipline for mere possession or use of a personal electronic device may not include loss of instructional time for the student (including suspension or expulsion), but could include other disciplinary action ~~[detention, Saturday school, a change to storage requirements, etc. {[6]}]~~. However, if the actions taken by a student violate another conduct policy, the student may be subject to discipline up to and including expulsion.[7] ~~[Steps may include:~~

~~1. First instance of Noncompliance: staff will give the student a verbal reminder of the policy and expectations to reinforce appropriate use of personal electronic devices; the violation~~

~~2. Second Instance of Noncompliance: the device will be temporarily confiscated and held and the front office until the end of the school day. Parents or guardians will be notified, and a meeting with school administration may be scheduled to discuss ways to support the student;~~

~~3. Third Instance of Noncompliance: the device will again be temporarily held, and parents or guardians will be informed. A meeting with school administration and family will be arranged to review the policy and plan for improved compliance;~~

~~4. Beyond Third Instance of Noncompliance: In non-compliance continues, schools will determine additional appropriate consequences, always prioritizing keeping students in class and engaged in learning.{[8]}]~~

Necessary communications during the school day while on school grounds between students and parents or guardians can be made through the school office.

The superintendent or designee shall ensure this policy is posted on the district website and made available to district personnel, students, parents, guardians, partners who are in school buildings during the school day, and the Oregon Department of Education.

In accordance with ORS 336.840, students may be allowed to use personal electronic devices[9] that support academic activities and independent communications[10], except as prohibited by this policy. In academic activities in which a personal electronic device is required as part of the curriculum, students may be allowed, but not required to use their own personal electronic devices for that portion of the curriculum. Students using their own device must be granted access to any applications or electronic materials that are available to students who do not use their own personal electronic devices. These applications must be free of charge if students who do not use their own devices have access free of charge. *{MOVED FROM EARLIER IN POLICY.}*

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[6] {Correction may include requiring a student to store their device in a classroom storage space instead of in the backpack.}

[7] For example: a student could be disciplined with lost instructional time for using a personal electronic device to bully another student or for accessing inappropriate content. Discipline will be in accordance with Board policies.

[8] {From guidance from the Oregon Department of Education. Consider whether these procedures apply at all grade levels and whether this much detail is desired in policy.}

[9] The use of "personal electronic device" in this paragraph comes from ORS 336.840, which does not define the term. However, the definition in EO 25-09 wouldn't necessarily apply. Consequently, items like laptop computers or other devices required to support academic activities would likely be considered personal electronic devices within this paragraph.

[10] "Independent communication means communication that does not require assistance or interpretation by an individual who is not part of the conversation, but that may require the use or assistance of an electronic device. ORS 336.840(1).

Requests for exemptions to this policy can be processed in accordance with JFCEB-AR, Request for Personal Electronic Devices Exemption. Appeals can be filed [with the superintendent][~~in accordance with KL-AR(1) – Public Complaint Procedure~~].

The taking, disseminating, transferring or sharing of obscene, pornographic or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring or sharing obscene, pornographic or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies.

[This policy takes effect on January 1, 2026.]

END OF POLICY

Legal Reference(s):

ORS 332.107 ORS 336.840

Oregon Executive Order 25-09

REGULAR BOARD OF DIRECTORS MEETING

Wednesday, September 3, 2025 6:15 PM Pacific

South Umpqua School District
558 Chadwick Ln
Myrtle Creek, OR 97457

William Hill:	Present
Jeff Johnson:	Present
Quinn Pickering:	Absent
Randy Richardson:	Present
David Stevens:	Present
Anandita Tiwari:	Present

Present: 5, Absent: 1.

1. Call to Order/Roll Check

Meeting was called to order at 6:15

2. Flag Salute

3. Adoption or Adjustment of Agenda

I motion to approve the agenda for September 03, 2025. This motion, made by Randy Richardson and seconded by William Hill, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

4. Citizens Request of the Board

None

5. Superintendent Communication

Superintendent provided the board with an update about the welcome back event for all staff. The focus was on the strategic plan and discussed the focus around the for pilars. All sites also provided training on the foundations of Professional Learning Committees.

Superintendent Bare reported that all schools had open house the day before school started, and it was reported that there was record-breaking attendance. The new teacher orientation went well. There were 16 new licensed staff, a smaller number than previous years. We are providing a significant amount of support, including targeted support from the instructional coach in their building, a mentor from the ESD for any first- or second-year teacher, and a site mentor to support logistical orientation. Principals are also conducting 30-, 60-, and 90-day check-ins with new staff to see how they are doing and to determine if any additional support is needed.

Superintendent Bare informed the Board that representatives from our school district attended a two-day safety training on the"I love you guys." This is the framework for emergency response. ?The training covered important safety steps and included an exercise for reuniting students with families at a designated location after an event. It was a very helpful training, and we are ensuring that the recommendations are in place.

South Umpqua High School hosted the Umpqua Thrive event. The event was very successful. 386 people checked in but more attended. Thank you to Emily Veale for coordinating this event.

Superintendent Bare remained board member's to complete the required training by December 1st.

5.1. 24.25 Superintendent Goals report

Superintendent Bare updated the board on the progress of her 24.25 goals.
Goal 1 —Increase the percentage of third grade students meeting grade level standards in ELA from 18% to 23%.

At the end of last year, we ended last year with 38.8 percent of our students meeting the third grade ELA benchmark. This goal was actually set with the previous year's data. We went from 18% in 2023 to 27% in 2024, and now we are at 38.8%. This is a growth of 11.8% last year, and 20% over the past two years. We will continue to focus on early literacy until all 3rd graders are readers.

Goal 2 —Students identified as regular attenders (more than 90% of enrolled school days) will increase from 58%-62%.
Although the district fell short of this goal, excellent progress was made in all schools except SUHS. MCE had the largest improvement with an 8% gain. There was confusion at the high school regarding the advisory as it was not required but counted against attendance. The later start should help improve the attendance at the high school this year.

Goal 3 — Decreasing the drop-out rate for students within special education by 10%, decreasing from 25% to 15%.
This data is not yet unavailable for the class of 2025. Student Services and the High school did considerable work to ensure that all special education students were tracked closely and provided with the individualized supports and interventions necessary to help them stay engaged with school.

Goal 4-Develop relationships of trust throughout the South Umpqua educational community & identify strengths and opportunities within the district. This data will be used to develop a comprehensive strategic plan and roadmap for the future.
Building the strategic plan that has been completed and is currently guiding our work. I am thrilled with the relationships I have built, and the trust that is being established. This is obviously ongoing work.

5.2. Superintendent Goals for 2025-2026

Superintendent Bare reported to the board her goals for the 25.26 school year. All goals are aligned with the strategic plan.

Goal 1- Pillar 1: Supported and Successful Students
Goal: Increase the number of students meeting or exceeding third grade reading on the OSAS assessment from 38.8% to 42% by October 2026.

Goal 2—Pillar 2: Empowered and Valued Staff
Goal: Increase the number of teachers that report that professional development activities in which I participated have meaningfully impacted my teaching from 60% to 75% by April of 2026.

Goal 3-Pillar 3: Strong Family and Community Partnerships
Goal: By June 2026 SUSD will provide expanded opportunities for family engagement and partnership in their child's education as evidenced by increased attendance at conferences K-12, number of participants at events, and the implementation of literacy nights.

Goal 4- Pillar 4: Modern and Safe Facilities
Goal: By September 2026, an annual list of facility and operational priorities will be developed by the principal, law enforcement, and Director of Facilities and 90% of those priorities will be completed.

Superintendent BAre announced that she will be having an advisory council with students to discuss attendance. The first meeting will be in October.

6. Values Exercise

Superintendent Bare asked the school board members participate in the values exercise. Superintendent Bare presented the values that were discussed during the spring and the goal is to get to 6 values. It will be used with staff, students and the community. During inservice, all staff were able to select 6 values that are most important. All board members were given the opportunity to select 6 values and would be representing the community. They were counted twice to be more proportional. Once complete, it will be put together in a published document to share out.

7. Financial Report

Shy Chapman presented the District's Revenue and Expenditure Report, reflecting financial activity through August 27th, 2025. The projected ending fund balance for the fiscal year ending June 30, 2026, is currently $2,773,108.

Mrs. Chapamn reported that the auditors were on site on August 22nd and all went well. The auditors reviewed 208 expenditures. The audit will continue remotely through accounting software. The single audit will be focused on title and food service, all done by December 30.

Question regarding menstrual dignity grant not renewed
Classroom supplies a budget at half of last year depending on enrollment. There was also a text book adoption
Support services increased by 700k purchase services 2.4 m 3.1 m are things that we contract out. A specific grant or initiative that is driving shy can get a list for Ana all increase about 3-6% annually. anything that is none instruction will email a list to Ana anything we contract out for. DLC teacher was contracted out so not in salary this year

8. Teaching and Learning Update

Ryan Savage presented 3rd-8th and 11th Grade 2025 Reading and Math OSAS Data. 3rd through 12th grade reading and math performance data is collected each spring through the Oregon Department of Education's OSAS state assessments. The results are used to measure individual student growth, predict long-term academic success, and inform classroom instruction. In addition, OSAS data provides measures for schools and districts and serves as a key indicator for improving schools. Mr. Savage reported that the data is unofficial until the state report card is issued.

Mr. Savage presented the 24.25 Integrated annual report to the school board. The report is a look back at the previous school year. Mr. Savage reviewed the three key questions with the board. Integrated Grant funding includes the Early Literacy grant. The grant has strengthened early literacy through targeted professional development, adoption of high-quality instructional materials, and expanded family engagement. No action is required by the board.

9. Foundation Communication
Jeff Johnson reported the foundation wil be having their annual dinner and auction on November 1st at Seven Feathers. The theme will be Mardi Gras, and it will be the 20th year of the foundation. Board members and administrators will receive invitations.

Mr. Johnson reported that classroom grants are due by the beginning of November the foundation has up to $10,000 to award.

The foudnation has asked the district to think of frenzy ideas for the auction.

10. School Board Priorities
Superintendent Bare presented the draft board goals to the school board and suggested aligning the board's priorities to the strategic plan and that would shift a little from last few years. Bill Hill thought the presented priorities aligned with what the board would want. The board approved the presented priorities as is.

025/26 Board Priorities:

- Academic Achievement
- Empowered and Valued Staff
- Strong Family and Community Partnerships
- Modern and Safe Facilities
- Fiscal Responsibility

11. Superintendent Evaluation
Superintendent Bare discussed the requirements for the Superintendent's evaluation. The board determines the tool the OSBA model will be used for the superintednet evaluation.

12. Consent Agenda*(All items may be adopted by a single motion unless pulled for special consideration.)*
Approve consent agenda. This motion, made by Jeff Johnson and seconded by Anandita Tiwari, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

12.1. Approve Board Minutes from the August 6, 2025, Board Meeting

13. Action Items

13.1. Approve employment of Shaylene Graham, ELA Teacher at Canyonville School
Approve employment of Shaylene Graham, ELA Teacher at Canyonville School. This motion, made by Randy Richardson and seconded by Jeff Johnson, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

13.2. Approve Resolution 2026-01 , Resolution for Appropriating Special Revenue Funds – Oregon Comprehensive Literacy State Development Grant (CLSD)
Approve Resolution 2026-01 , Resolution for Appropriating Special Revenue Funds - Oregon Comprehensive Literacy State Development Grant. This motion, made by Jeff Johnson and

seconded by Anandita Tiwari, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

14. Announcements:
Regular Board Session, October 01, 2025, 6:15 pm
Board Work Session, October 15, 2025, 6:15 pm

15. Board Member Comments
The board is still seeking another board member to fill the vacant seat on the board.

16. Board chair closing comments

17. Adjourn Meeting
The meeting was adjourned at 7:32 pm.

Superintendent's Reports

October 1, 2025

To: Board of Directors

From: Superintendent, Erika Bare

Subject: First Reading and approval of Board Policy- GBN/JBA and JBA/GBN

Summary:

Superintendent Erika Bare will provide policy updates for review.

JBA/GBN – Sexual Harassment

Summary of Changes: Policy was updated to reflect the change in the Title IX Coordinator and the designated contact for reports of sexual harassment.

South Umpqua School District 19

Code: GBN/JBA
Adopted: 8/02/17
Readopted: 10/18/17; 5/05/21; 8/02/23; 10/16/24

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 parties[1] 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

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

c. Creates an intimidating, offensive or hostile environment.

3. Assault when sexual contact occurs without consent[2].

Sexual harassment does not include conduct that is necessary because of a job duty of a school or district staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the conduct is not the product of sexual intent or a person finding another person, or another person's action, offensive because of that other person's sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, physical touching 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
Emily Veale	Director of Student Services	541-863-3115	emily.veale@susd.k12.or.us

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

Response

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

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 person[3] 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.

[3] 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.

The written notification must include[4]:

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

2. The rights of the person that the notification is going to;

3. Information about the internal complaint processes available through the school or district that the person who filed the complaint may pursue, including the person designated for the school or district for receiving complaints and any timelines.

4. Notice that civil and criminal remedies that are not provided by the school or district may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;

5. Information about services available to the student or staff member through the school or district, including any counseling services, nursing services or peer advising;

6. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;

7. Information about, and contact information for, services and resources that are available to the person, including but not limited to:

    a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
    b. For the reported persons, information about and contact information for state and communitybased 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

[4] Remember confidentiality laws when providing any information.

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 activity[5];

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.

[5] "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))

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.

The Director of Student Services is designated as the Title IX Coordinator 541-863-3115. The Title IX Coordinator will coordinate the district's efforts to comply with its responsibilities related to this AR. The district prominently will display the contact information for the Title IX Coordinator on the district website and in each handbook.

Response

The district will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.[6] The district shall treat complainants and respondents equitably by providing supportive measures[7] to the complainant and by following a grievance procedure[8] 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.[9]

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.[10] The

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[6] (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.

[7] (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.[7] 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))

[8] 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).

[9] The Title IX Coordinator may also discuss that the Title IX Coordinator has the ability to file a formal complaint.

[10] The district may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of 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.

Inquiries about the application to Title IX and its requirements may be referred to the Title IX Coordinator or the Assistant Secretary[11], or both.

No Retaliation

Neither the district or any person may retaliate[12] 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 student, parent of a student, school or district staff member, or third party person upon request.

END OF POLICY

Legal Reference(s):

Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))

[11] Of the United Stated Department of Education.

[12] Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

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 - All Students Belong
GBNA - Hazing/Harassment/Intimidation/Bullying/Menacing - Staff
GBNAA/JHFF - Reporting Requirements for Suspected Sexual Conduct with Students
JBA/GBN - Sexual Harassment
JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Student
JHFE - Reporting of Suspected Abuse or Neglect of a Child

South Umpqua School District 19

Code: JBA/GBN
Adopted: 8/02/17
Readopted: 10/18/17; 5/05/21; 8/02/23; 10/16/24

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 parties[1] 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 school-sponsored activity or program; or 3) off school grounds or district property if a student or a school or district staff member acts toward the person in a manner that creates a hostile environment for the person while on school or district property, or at a school- or district-sponsored activity.

3. Assault when sexual contact occurs without consent[2].

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, 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
Emily Veale	Director of Student Services	541-863-3115	emily.veale@susd.k12.or.us

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

Response

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

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,

[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.

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 person[3] 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 include[4]:

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;

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[3] Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the district should consider when to contact the person's parent.

[4] 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 communitybased 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 activity[5];

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.

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[5] "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 Director of Student Services is designated as the Title IX coordinator and can be contacted at 541-863-3115. The Title IX coordinator will coordinate the district's efforts to comply with its responsibilities related to this policy. The district prominently will display the contact information for the Title IX coordinator on the district website and in each handbook.

Response

The district will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.[6] The district shall treat complainants and respondents equitably by providing supportive measures[7] to the complainant and by following a grievance procedure[8] 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.[9]

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.[10] 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:

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[6] (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.

[7] (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.[7] 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))

[8] 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).

[9] The Title IX coordinator may also discuss that the Title IX coordinator has the ability to file a formal complaint.

[10] 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))

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.

Inquiries about the application to Title IX and its requirements may be referred to the Title IX coordinator or the Assistant Secretary[11], or both.

No Retaliation

Neither the district or any person may retaliate[12] 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 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 student, parent of a student, school or district staff member, or third party person upon request.

END OF POLICY

[11] Of the United Stated Department of Education.

[12] Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

Legal References:

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
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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 - Staff
JFCF - Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence, or Domestic Violence – Student
JHFE - Reporting of Suspected Abuse or Neglect of a Child
JHFF/GBNAA - Reporting Requirements Regarding Sexual Conduct with Students