



BOARD OF DIRECTORS
Kathy Goss, Chairperson • Sheronne Blasi, Vice Chairperson
Chuck Lee • Paul Kylo • Jim Green
Marty Heyen • Jesse Lippold
PO Box 12024, Salem, Oregon 97309-0024
503-399-3001

Christy Perry, Superintendent

AGENDA

BOARD MEETING (Business Session, including Executive Session)

July 24, 2018

5 p.m.

Unless otherwise noted, board meetings are held at Support Services Center, 2575 Commercial Street SE, Salem, Oregon 97302.

1. **CALL TO ORDER** Chairperson

2. **EXECUTIVE SESSION** Chairperson
The Board will meet in executive session under the following Oregon Revised Statutes:
 - a. ORS 192.660(2)(d) to conduct deliberations with persons designated to carry on labor negotiations.
 - b. ORS 192.660(2)(e) to conduct deliberations with persons designated to negotiate real property transactions.
 - c. 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body regarding current or possible litigation.
Representatives of the news media are allowed to attend executive sessions, except for those sessions held in regards to expulsions. All other audience members are excluded from executive sessions and are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during executive sessions, except to state the general subject of the session as listed on the agenda. No recording of executive sessions is allowed without express permission from the Board.

3. **RECONVENE** (6 p.m. or immediately following Executive Session) Chairperson
 - a. Pledge of Allegiance
 - b. Board Attendance
 - c. Agenda Modifications

4. **SPOTLIGHTS** Superintendent
 - a. *Spotlight on Success

5. **PUBLIC COMMENT** Chairperson
 - a. Public comment related to agenda items only
Please sign in at the table prior to the meeting, keep comments to three minutes, and provide 10 copies of any printed material to the board secretary. Meetings may be taped and televised by the media.

6. **ACTION ITEMS** Chairperson
 - a. * Approve the purchase of the property located at 4130 Portland Road NE, Salem, Oregon, 97301, and authorize the chief operations officer to complete the transaction.

7. **CONSENT CALENDAR** Chairperson
 - a. *Personnel Actions
 - b. *Appointment of Legal Counsel for 2018-19

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|------------|---|----------------|
| 8. | <u>READINGS</u> | Chairperson |
| | a. *Resolution to designate Salem-Keizer Public Schools Safety and Risk Management Services as a Law Enforcement Agency (LEA) | |
| 9. | <u>REPORTS</u> | Superintendent |
| | a. *Monitoring Report: Executive Limitations No. 1 – Global Executive Constraint | |
| | b. *Monitoring Report: Executive Limitations No. 2 – Emergency Superintendent Succession | |
| | c. *Boundary Change Process | |
| 10. | <u>INFORMATION</u> (These items are information only unless pulled for individual consideration.) | Chairperson |
| | a. *Board & Budget Committee Calendar | |
| 11. | <u>PUBLIC COMMENT</u> | Chairperson |
| | a. Public comment related to non-agenda items only
Please sign in at the table prior to the meeting, keep comments to three minutes, and provide 10 copies of any printed material to the board secretary. Meetings may be taped and televised by the media. | |
| 12. | <u>BOARD ACTIVITY REPORT</u> | School Board |
| 13. | <u>SUPERINTENDENT’S REPORT</u> | Superintendent |
| 14. | <u>ADJOURNMENT</u> | Chairperson |

*Support Material Included

SPOTLIGHT ON SUCCESS

Background/Discussion

The superintendent and her executive cabinet are pleased to recognize the following individuals and/or groups for their outstanding work and/or contributions to our school district and community.

Honoring: Karma Krause, Aaron Harada, Bryan Anderson, Emily Hicks, Caleb Roberts –
SKPS Office of Community Relations and Communications

Recognition: National School Public Relations Association Awards

Presented by: Kelly Carlisle, Assistant Superintendent

Honoring: Yes for Salem-Keizer Schools

Recognition: Support of 2018 Bond Measure

Presented by: Lillian Govus, Director of Community Relations and Communications

Recommendation/Board Action

For Information Only

**PURCHASE OF PROPERTY IN SUPPORT OF THE
2018 GENERAL OBLIGATION CONSTRUCTION BOND**

Background/Discussion

As part of the 2018 General Obligation Construction Bond, The District requires the purchase of 90,330 SF (2.07 AC) located at 4130 Portland Road NE, Salem, Oregon 97301. The property supports the capital construction project that has been approved for Hallman Elementary School. All due diligence has been completed to the District's satisfaction, and counsel has reviewed the documentation for this transaction.

The appraised value matches the asking price of \$950,000.

Recommendation/Board Action

This item was presented as a first reading at the June 26, 2018 board meeting. Staff now presents this item for action, recommending the Board approve the purchase of the property located at 4130 Portland Road NE, Salem, Oregon, 97301, and authorize the chief operations officer to complete the transaction.

PERSONNEL ACTIONS

Licensed Actions

Last	First	Location	Start Date	End Date	Status
Farr	Ted	West High School	8/28/18	6/13/19	Less than half-time
Headley	Jennifer	Four Corners Elementary School	8/28/18	6/13/19	Less than half-time
Mandel	Megan	South High School	8/28/18	6/13/19	Less than half-time
Morales	Aubrie	McKinley Elementary School	8/28/18	6/13/19	Less than half-time
Sandoval Lopez	Veronica	Four Corners Elementary School	8/28/18	6/13/19	Less than half-time
Saxe	Elisabeth	Battle Creek Elementary School	8/28/18	6/13/19	Less than half-time

Last	First	Location	Start Date	End Date	Status
Derowitsch	L. Kevin	Bush Elementary School	8/28/18	6/13/19	Temporary part-time
Kuerbis	Charles	McNary High School	8/28/18	6/13/19	Temporary part-time
Sparks	Cathy	McKay High School	8/28/18	6/13/19	Temporary part-time
Togioka	Robert	Walker Middle School/West High School	8/28/18	6/13/19	Temporary part-time

Last	First	Location	Start Date	End Date	Status
Aguirre	Jeanette	Roberts High School	8/28/18	6/13/19	Temporary full-time
Anderson	Bailey	Lamb Elementary School	8/28/18	6/13/19	Temporary full-time
Andrus	Stephanie	Houck Middle School	8/28/18	6/13/19	Temporary full-time
Ashby	Alison	Student Services	8/28/18	6/13/19	Temporary full-time
Bautista	Jose	Keizer Elementary School	8/28/18	6/13/19	Temporary full-time
Bromley	Tammy	Lee Elementary School	8/28/18	6/13/19	Temporary full-time
Campbell	Amy	Salem Heights Elementary School	8/28/18	6/13/19	Temporary full-time
Carter	Christopher	South High School	8/28/18	6/13/19	Temporary full-time
Cisneros	Maribel	Grant Elementary School	8/28/18	6/13/19	Temporary full-time
Clippinger	Todd	Parrish Middle School/North High School	8/28/18	6/13/19	Temporary full-time
Coonen	Zachary	Stephens Middle School	8/28/18	6/13/19	Temporary full-time
Courchane	Margaret	Student Services	8/28/18	6/13/19	Temporary full-time
D'Anna	I. Suzanne	Sumpter Elementary School	8/28/18	6/13/19	Temporary full-time
Delegato	Pristene	Kennedy Elementary School	8/28/18	6/13/19	Temporary full-time
Fussell	Bethany	Student Services	8/28/18	6/13/19	Temporary full-time
Galan	Brenda	Four Corners Elementary School	8/28/18	6/13/19	Temporary full-time
Hall	Darnell	Houck Middle School	8/28/18	6/13/19	Temporary full-time
Link	Nancy	Roberts High School	9/10/18	11/9/18	Temporary full-time
Liudahl	Jordan	North High School	8/28/18	6/13/19	Temporary full-time
Mathis	Jenna	Hayesville Elementary School	8/28/18	6/13/19	Temporary full-time
Moody	Jessica	Richmond Elementary School	8/28/18	6/13/19	Temporary full-time
Morales	Brandy	Hallman Elementary School	8/28/18	6/13/19	Temporary full-time
Ochoa	Ruth	Weddle Elementary School	8/28/18	6/13/19	Temporary full-time
Penner	Aubra	Student Services	8/28/18	6/13/19	Temporary full-time
Richardson	Helen	North High School	8/28/18	6/13/19	Temporary full-time
Ruiz	Manuel	Weddle Elementary School	8/28/18	6/13/19	Temporary full-time
Walker	Nancee	Lamb Elementary School	8/28/18	6/13/19	Temporary full-time

Last	First	Location	Start Date	End Date	Status
Simpson	Hilda	CTEC	8/28/18	6/13/19	First year probation part-time

Last	First	Location	Start Date	End Date	Status
Antunez	Virginia	McKay High School	8/28/18	6/13/19	First year probation full-time
Avila	Denise	McKay High School	8/28/18	6/13/19	First year probation full-time

Bochele	Emma	Student Services	8/28/18	6/13/19	First year probation full-time
Boothman	Alexis	Hoover Elementary School	8/28/18	6/13/19	First year probation full-time
Buckley	Katie	Student Services	8/28/18	6/13/19	First year probation full-time
Copley	Jacob	Straub Middle School	8/28/18	6/13/19	First year probation full-time
Davis	Amanda	Richmond Elementary School	8/28/18	6/13/19	First year probation full-time
Dickey	Kara	Scott Elementary School	8/28/18	6/13/19	First year probation full-time
Elliott	Nicholas	Judson Middle School	8/28/18	6/13/19	First year probation full-time
Esqueda	Areli	Hoover Elementary School	8/28/18	6/13/19	First year probation full-time
Ferrara	Dawn	Keizer Elementary School	8/28/18	6/13/19	First year probation full-time
Fox	Nava	Parrish Middle School	8/28/18	6/13/19	First year probation full-time
Funderburg	Stephanie	Judson Middle School	8/28/18	6/13/19	First year probation full-time
Gagner	Kristiina	Student Services	8/28/18	6/13/19	First year probation full-time
Hanson	Lisa	Sprague High School	8/28/18	6/13/19	First year probation full-time
Harder	Eric	McKay High School	8/28/18	6/13/19	First year probation full-time
Hawes	Melissa	Parrish Middle School	8/28/18	6/13/19	First year probation full-time
Hilker	Gregg	Waldo Middle School	8/28/18	6/13/19	First year probation full-time
Holtmeyer	Erica	Student Services	8/28/18	6/13/19	First year probation full-time
Lange	Karen	Sprague High School	8/28/18	6/13/19	First year probation full-time
Martinez	Kristina	Washington Elementary School	8/28/18	6/13/19	First year probation full-time
Maurer	Makenna	Washington Elementary School	8/28/18	6/13/19	First year probation full-time
Miller	Steven	Battle Creek Elementary School	8/28/18	6/13/19	First year probation full-time
Morrison	Kimberly	Straub/Walker Middle Schools	8/28/18	6/13/19	First year probation full-time
Nelson	Christopher	McNary High School	8/28/18	6/13/19	First year probation full-time
Norris	Theresa	Parrish Middle School	8/28/18	6/13/19	First year probation full-time
Plechl	Dawn	Roberts High School	8/28/18	6/13/19	First year probation full-time
Rhoades	Lisa	Scott Elementary School	8/28/18	6/13/19	First year probation full-time
Satern	Brian	McNary High School	8/28/18	6/13/19	First year probation full-time
Stukel	Jon	North High School	8/28/18	6/13/19	First year probation full-time
Tyler	Rebecca	Keizer Elementary School	8/28/18	6/13/19	First year probation full-time

Last	First	Location	Start Date	End Date	Status
Cazares	America	Harritt Elementary School	8/28/18	6/13/19	Second year probation full-time
Crauder	Erin	Claggett Creek Middle School	8/28/18	6/13/19	Second year probation full-time
Cusick	Michael	Walker Middle School	8/28/18	6/13/19	Second year probation full-time
Dick	Nathan	Parrish Middle School	8/28/18	6/13/19	Second year probation full-time
Esposito	Luciana	McKay High School	8/28/18	6/13/19	Second year probation full-time
Everitt	Lindsay	SK Online/Roberts High School	8/28/18	6/13/19	Second year probation full-time
Guerrero	Alejandra	Auburn Elementary School	8/28/18	6/13/19	Second year probation full-time
Harden	Jesse	McKinley Elementary School	8/28/18	6/13/19	Second year probation full-time
Hatzenbihler	Andrew	Judson Middle School	8/28/18	6/13/19	Second year probation full-time
Hedgpeeth	Sarah	Sprague High School	8/28/18	6/13/19	Second year probation full-time
Helvie	Amber	Judson Middle School	8/28/18	6/13/19	Second year probation full-time
Jensen	Julie	Weddle Elementary School	8/28/18	6/13/19	Second year probation full-time
Krigbaum	Christopher	Straub Middle School	8/28/18	6/13/19	Second year probation full-time
Mendez	Gustavo	Yoshikai Elementary School	8/28/18	6/13/19	Second year probation full-time
Mesecar	Lisa	Scott Elementary School	8/28/18	6/13/19	Second year probation full-time
Nebeker	Kristen	Pringle Elementary School	8/28/18	6/13/19	Second year probation full-time
Nelson	Paul	Waldo Middle School	8/28/18	6/13/19	Second year probation full-time
Rosenthal	Amy	Eyre Elementary School	8/28/18	6/13/19	Second year probation full-time
Rufai	Susan	North High School	8/28/18	6/13/19	Second year probation full-time
Ruiz	Manuel	Weddle Elementary School	8/28/18	6/13/19	Second year probation full-time
Sarte	Crystal Gayle	Four Corners Elementary School	8/28/18	6/13/19	Second year probation full-time
Weigel	Presley	Richmond Elementary School	8/28/18	6/13/19	Second year probation full-time

Last	First	Location	Start Date	End Date	Status
Cuevas	Lisa	Yoshikai Elementary School	8/28/18	6/13/19	Third year probation part-time

Last	First	Location	Start Date	End Date	Status
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Drilling	Lisa	Swegle Elementary School	8/28/18	6/30/19	Third year probation full-time
Selsky	Zoe	McKay High School	8/28/18	6/30/19	Third year probation full-time

Last	First	Location	Start Date	End Date	Status
Figgins	Stacey	Houck Middle School	8/28/18	6/13/19	Contract part-time

Last	First	Location	Start Date	End Date	Status
Cepeda Olivares	Erika	Hammond Elementary School	8/28/18	6/13/19	Contract full-time
Depiero	Anne	South High School	8/28/18	6/13/19	Contract full-time
Gall	Tawni	Scott Elementary School	8/28/18	6/13/19	Contract full-time
Jenkins	Peter	McKay High School	8/28/18	6/13/19	Contract full-time
Trivino Lopez	Angela	Washington Elementary School	8/28/18	6/13/19	Contract full-time

Administrator Actions

Last	First	Location	Start Date	End Date	Status
Miley	Samantha	Student Services-Early Childhood	8/1/18	6/26/19	Temporary full-time

Last	First	Location	Start Date	End Date	Status
Dutcher	Patrick	West High School	7/19/18	6/24/19	First year probation full-time

Resign/Retire

Last	First	Location	Eff. Date	Action
Bent	Alisha	Eyre Elementary School	6/30/18	Resignation
Bray	Katarzyna	Sumpter Elementary School	8/28/18	Resignation
Brink	Candace	Hoover Elementary School	6/30/18	Resignation
Callaghan	Jil	Houck Middle School	8/11/18	Resignation
Gregston	Christina	Four Corners Elementary School	6/15/18	Resignation
Grilc	Kimberly	Parrish Middle School	6/30/18	Resignation
Harlan	Lisa	Elementary Education	6/29/18	Resignation
Huppert	Sarah	Walker Middle School	6/30/18	Resignation
Kerns-Ray	Lorena	Lee Elementary School	6/30/18	Resignation
Kueny-Brewer	Alicia	Office of Behavioral Learning	7/2/18	Resignation
Lorenz	Katherine	Student Services	6/30/18	Resignation
Martin	Brain	McKay High School	6/30/18	Resignation
Mitchell	Jodie	Office of Behavioral Learning	6/30/18	Resignation
Mulligan	William	Curriculum/Office of Student Equity	7/27/18	Resignation
Myrland	Willow	JGEMS	6/30/18	Resignation
Nelson	Karen	Cesar Chavez Elementary School	6/16/18	Resignation
Pavelek	Michelle	Student Services	6/30/18	Resignation
Radke	Jordan	Crossler Middle School	6/30/18	Resignation
Tiecke	Jared	Brush College Elementary School	6/30/18	Resignation
Vazquez	Nancy	Harritt Elementary School	6/30/18	Resignation

Rescind the Board Action of April 10, 2018, approving the resignation of Tessa Emery effective, June 30, 2018.

Rescind the Board Action on March 14, 2018, approving the resignation of Laurie Hoverson effective, June 30, 2018.

Rescind the Board Action of June 12, 2018, approving Angela Trivino Lopez to a second year probation full-time position as a Grade 1 Bilingual teacher at Washington Elementary School.

Change the status of Nancy Ingerson, Cadet/German teacher at West High School, from contract full-time to contract part-time, August 28, 2018.

Change the status of Rachel Linder, Behavior Specialist at Pringle/Lee Elementary Schools, from contract full-time to contract part-time, August 28, 2018.

APPOINTMENT OF LEGAL COUNSEL

Background/Discussion

The law firm of Garrett, Hemann, Robertson, P.C. has been representing the school board and the district since 1986, and Paul Dakopolos of the same firm has been working with the district since the early 1990s.

Board Governance Policy BG-10.2 requires the board to name an attorney for the district to provide professional legal counsel and advice to the superintendent, staff, and the school board. The district has designated legal services as a class of contracts that are personal services contracts in Administrative Policy PUR-A001. This is consistent with ORS 279A.055(2). Personal services contracts are exempted from the Public Contracting Code pursuant to ORS 279A.025(2) and 279A.055.

The contractual rates for Garrett, Hemann, Robertson have not increased since the 2015-16 school year. In reviewing the rates for other legal firms, it was determined the rates should be increased to more closely align with other school attorneys in Oregon.

The rates for the 2018-19 represent a \$30-35/hour increase. The general services retainer is not increased.

2018-19 Rates:

- \$285 per hour for partners
- \$235 per hour for associates
- \$325 per hour for special cases
- \$4500/month general services retainer

It has been the practice of the school board to reappoint legal counsel at its first regular business meeting in July.

Recommendation/Board Action

Board leadership recommends the school board reappoint Paul Dakopolos and/of the law firm of Garrett, Hemann, Robertson, P.C. as legal counsel to the school board and district.

LEGAL SERVICES CONTRACT

THIS AGREEMENT made this [redacted] day of July, 2018, by and between the law firm of GARRETT HEMANN ROBERTSON P.C., 1011 Commercial Street NE, Salem, Oregon 97301, and SALEM-KEIZER SCHOOL DISTRICT 24J (hereinafter referred to as “District”). PAUL A. DAKOPOLOS will serve as the main legal counsel (hereinafter referred to as “Attorney”). This replaces the Legal Services Contract dated July 11, 2017.

1. EMPLOYMENT: District hereby employs Attorney as its legal counsel beginning July 1, 2018, and continuing until terminated as herein provided. The Legal Services Contract will be updated annually in accordance with District policy.

2. SCOPE OF SERVICES:

2.1 **General Services.** The nature of the duties of Attorney shall be that of general counsel, and, except as hereinafter stated, Attorney shall do and perform any and all legal duties entrusted to Attorney by the School Board of District and District’s Superintendent. Such services may include, but not be limited to:

2.1.1 Rendering of legal advice and consultation with the District’s officers and employees, furnishing of legal opinions, drafting and preparing necessary legal documents regarding the day-to-day operations of the District.

2.1.2 Representation of the District at public hearings or other meetings held or called by the District or other public bodies; and

2.1.3 Any and all other legal services that the District may deem necessary except as herein provided.

2.2 **Special Services.** Such general services shall not include any special legal services performed in:

2.2.1 Preparing, filing and the trial of any suits at law or in equity to protect the rights of the District or to seek damages or relief for the District;

2.2.2 Defending any judicial or administrative actions at law or in equity that may be filed against the District;

2.2.3 Preparing and processing of school bond issues;

2.2.4 Hearings in preparation in regard thereto before the Employment Relations Board, the Fair Dismissal Appeals Board, arbitrators, fact-finders, mediators, and similar administrative hearing tribunals that involve adversary proceedings of a quasi-judicial nature which require research, preparation, examination of witnesses, and trial or hearing proceedings and appeals therefrom similar in format to litigation;

2.2.5 Special projects designated by Superintendent;

2.2.6 Consultation and representation in Special Education matters;

2.2.7 Expulsion hearings;

2.2.8 Employment matters, including discipline matters, grievances, ADA accommodation issues, workers' compensation claims, and collective bargaining;

2.2.9 Issues and disputes concerning public contracting, acquisition of real estate, condemnation, construction agreements, and construction disputes;

2.2.10 Special projects initiated by Superintendent or Board;

2.2.11 Disputes in which litigation against the District or its employees is threatened or likely to be threatened;

2.2.12 Drafting or reviewing significant contracts or agreements; and

2.2.13 Handling subpoenas for records or employees.

The District, if it so elects, may hire Attorney to perform such special services for a fee to be mutually agreed upon between the parties.

3. PARTNERSHIP RELATIONSHIP: Although the Board specifically designates Paul A. Dakopolos as the attorney for the District, it does so with the knowledge that he practices law in a professional corporation, and, from time to time, it may be necessary that shareholders and associates of the firm fill in for him in his absence or to handle certain matters for the District if Attorney has a prior commitment or if the other attorney has an expertise in a particular field.

4. COMPENSATION: District shall pay Attorney for the general legal services described in paragraph 2.1 of this agreement a monthly retainer in an amount mutually agreeable to Attorney and District.

4.1 Said retainer shall be remitted for services rendered to Attorney at the end of each month commencing with the month of July, 2018. The current general retainer amount is \$4,500.00 per month.

4.2 If this contract shall be terminated on a day other than the last day of the month, such fee shall be prorated on a daily basis.

4.3 District shall pay Attorney the following hourly rates for special legal services described in paragraph 2.2 at the end of each month commencing with the month of July 2018.

- \$285 per hour for partners

- \$235 per hour for associates
- \$325 per hour for sex abuse, condemnation and construction defect cases

5. REIMBURSEMENT: In addition to the compensation for the general retainer account and special services, District shall reimburse Attorney for the following expenses, which shall be billed to the District periodically and supported by detailed records:

5.1 Travel and subsistence authorized by the District in connection with the performance of the Attorney’s duties outside the territorial boundaries of District. Transportation reimbursement is the actual cost of such transportation by common carrier or the customary District mileage charge if travel is performed by a privately owned vehicle.

5.2 Long distance telephone calls, special delivery letters, certified and registered and express mail, and similar out-of-pocket expenses.

5.3 Reasonable expenses advanced on behalf of District by Attorney such as filing fees, expert witness fees and other such expenses.

5.4 Legal assistants and secretarial services.

6. TERMINATION: This agreement may be terminated by Attorney at any time upon seven (7) days’ notice in writing given to the District. District may terminate this agreement at any time without notice. This agreement shall continue in effect until terminated by either party.

ATTORNEY:

DISTRICT:

GARRETT HEMANN ROBERTSON P.C.

SALEM-KEIZER SCHOOL DISTRICT 24J

By: _____
Paul A. Dakopolos

By: _____
Superintendent Christy Perry

**ADOPT RESOLUTION NO. 201819-1 DESIGNATING SALEM-KEIZER SCHOOL DISTRICT
SAFETY AND RISK MANAGEMENT SERVICES AS A LAW ENFORCEMENT AGENCY**

Background/Discussion

As part of staff's ongoing assessment of the district's safety and security posture, a recommendation is being brought forward for Board consideration to designate Safety and Risk Management Services (SRMS) as a Law Enforcement Agency (LEA) for the Salem-Keizer School District.

Establishing a LEA would significantly improve the overall safety and security of our schools and departments by providing the ability to perform accurate background checks on staff, potential staff, and volunteers. Additionally, it would allow the district to apply for access to Law Enforcement Data Systems (LEDS) and the National Crime Information Center (NCIC). The district currently contracts with a private company (Criminal Information Services Inc., "CRIS") to conduct criminal history checks for all volunteer applicants. CRIS has access to numerous databases and provides useful information; however, those databases are limited to public access only and do not provide the detailed level of information that could be obtained through LEDS. In addition, being designated as a LEA would allow for greater information sharing between local agencies and access to training currently only provided for law enforcement through Oregon Department of Public Safety Standards and Training (DPSST). The security manager would be a certified police officer, which would allow the district to have a greater security profile, better response options during emergencies, and more authority and knowledge as we train our security personnel and district staff.

Portland Public, Hillsboro, and Beaverton school districts currently have this status, allowing them greater freedom to conduct background investigations, perform authorized investigations, and liaison with local law enforcement agencies. Additionally, with this status and the presence of a district police officer, the district would be better equipped to support administrative staff during potentially contentious or dangerous meetings with the public and during emergencies.

The authoring statute is as follows:

ORS 332.531 Law enforcement agency; personnel as peace officers.

- (1) The district school board of any school district may establish a law enforcement agency and employ such personnel as may be necessary to ensure the safety of school district personnel and students upon and in the vicinity of school district premises and the security of the real and personal property owned, controlled or used by or on behalf of the school district.*
- (2) Persons employed and compensated as members of a law enforcement agency of a school district, when appointed and duly sworn, are peace officers as defined in ORS 161.015 (General definitions) (4), but only for the purpose of carrying out the duties of their employment. They are not police officers within the meaning of ORS 243.736 (Strikes by deputy district attorneys and certain emergency and public safety personnel).*
- (3) The district school board may:
 - (a) Provide for uniforms, badges, and other identification of members of such law enforcement agency;*
 - (b) Withdraw or withhold from any person employed as a member of such law enforcement agency any part or all of the powers otherwise conferred by law upon peace officers; and*
 - (c) Define the duties of persons employed as members of such law enforcement agency and assign additional duties to such persons as it may deem appropriate.**
- (4) Between meetings of the district school board, the district superintendent or the deputy of the superintendent shall have power to suspend any person employed as a member of such law enforcement agency pending review of such action as soon as practicable by the district school board. [1975 c.666 §2; 1989 c.606 §2; 1993 c.45 §57]*

District legal counsel has been engaged in the development of this recommendation.

Recommendation/Board Action

This resolution is presented for a first reading, with staff recommending the Board adopt the resolution at the July Board meeting.

RESOLUTION NO. 201819-1

**DESIGNATING SALEM-KEIZER PUBLIC SCHOOLS
SAFETY AND RISK MANAGEMENT SERVICES AS A LAW ENFORCEMENT AGENCY**

WHEREAS, Salem-Keizer Public Schools Board of Directors is committed to the safety of school district staff, students, property, and community upon and in the vicinity of the school district premises and wants to ensure that safety by designating the district’s Safety and Risk Management Services Department as a “Law Enforcement Agency” per *ORS 332.531 Law Enforcement Agency; Personnel as Peace Officers*; and

WHEREAS, the district’s Safety and Risk Management Services Department, as a designated Law Enforcement Agency, is authorized, in accordance with ORS 181A.230, to access Oregon State Police criminal offender information through the Law Enforcement Data Systems, thereby increasing its ability to acquire information that will improve the overall safety and security of the district; and

NOW, THEREFORE, BE IT RESOLVED, that Salem-Keizer Public Schools Board of Directors hereby designates the district’s Safety and Risk Management Services Department as a Law Enforcement Agency per ORS 332.531 and reaffirms its commitment to the safety of district staff, students, property, and community.

This resolution shall take effect immediately upon passage.

School Board Chair, Salem-Keizer Public Schools

Date

EXECUTIVE LIMITATION 1:
GLOBAL EXECUTIVE CONSTRAINT

Background/Discussion

This is the first of twelve monitoring reports scheduled for 2018-19 and is designed to provide the School Board with information to determine if the superintendent is meeting the criteria established within the adopted Executive Limitations.

Executive Limitation 1: Global Executive Constraint

The superintendent shall not knowingly cause or fail to take timely and appropriate action to correct practice, activity, decision, or organizational condition which is unlawful, unethical, unsafe, disrespectful, imprudent, or in violation of commonly accepted business and professional ethic and practices and Board policy.

Accordingly, the superintendent shall not:

1. Fail to set expectations around accepted business and professional ethics.
2. Fail to establish and maintain policies and procedures to ensure organizational compliance with applicable federal and state laws.
3. Fail to implement a reasonable process to address employee actions that do not meet expectations or adhere to legal requirements or District policies or procedures.

Evidence of Compliance

The Superintendent has ensured that appropriate measures have been taken to avoid violation of policies and procedures regarding the following:

1. Expectations around accepted business and professional ethics –
 - o Together with legal counsel, the District determined that a change was needed in how to correctly follow the state's existing laws on mandatory reporting. The district's annual training related to mandatory reporting of child abuse was modified to follow the law. The District worked together with staff, students, and legislators to address concerns over the wording of the law, however no legislative changes were made to the law.
 - o The District has 33 staff-related policies from HUM-A021 (Duties of Employees), HUM-A013 (Staff Conflict of Interest), HUM-A020 (Staff Rights and Responsibilities), HUM-A016 (Drug, Alcohol and Tobacco Free Workplace) PAP-W006 (Maintaining Appropriate Student Boundaries), and HUM-A017 (Equal Employment Opportunity), which are listed in the New Employee Orientation Policies document. The Superintendent oversees all policy revisions, which are approved through Cabinet.
 - o The District has annual mandatory staff trainings that include the following topics:
 - Preventing and responding to suspected child abuse and neglect; mandatory child abuse reporting; teen dating violence/teen relationship abuse – prevention and reporting
 - Preventing sexual conduct and maintaining appropriate staff-student boundaries; preventing sexual harassment
 - Hazing, harassment, intimidating, bullying, cyberbullying, and menacing – prevention and reporting
 - Safety and risk management
 - STEP (homeless students)
 - District policies and information (vision, strategic plan, duties of employees, computer use policy, drug-free workplace policy, Employee Assistant Program (EAP), nurse help line, and health management plans)

- The Superintendent oversees changes to employee mandatory training and, as an employee, also completes mandatory trainings herself. The Superintendent annually reviews completion of mandatory training data with Human Resources, and this data is available for reporting in October.
 - A training focus for the 2018-19 school year is on preventing and responding to sexual abuse of minors. We are working to develop a routine training plan that will train the majority of employees over the course of three years using the Darkness to Light Stewards of Children training program.
2. Establishing and maintaining policies and procedures to ensure organizational compliance with application federal and state laws -
- The District is legally required to conduct external financial audits each year. The District engages an independent financial auditing firm to conduct financial audits as part of the Comprehensive Annual Finance Report (CAFR). The external auditing firm is Grove, Muhler and Swank. They issue an independent auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards. Transportation and Food Services are routinely audited by the Oregon Department of Education (ODE).
 - The District has a long-standing continuous process improvement program called the Quality Assurance Model (QAM). QAM provides a well-defined framework for policies, procedures and work instructions that are used in support of operations. In addition, the Transportation and Safety & Risk departments were audited by an external certification agency representing the International Standards Organization (ISO). ISO is an international quality management certification that focuses on compliance with organizational requirements, including state and federal laws and regulations. The Superintendent meets with the auditors and oversees any opportunities for improvement. With some personnel changes, we are determining relevant improvements to this system.
 - The District uses guidance from the following organizations and experts to ensure compliance: Oregon Department of Education (ODE), Confederation of School Administrators (COSA), Oregon School Boards Association (OSBA), Oregon/Government Finance Officers Association (O/GFOA), Oregon Business Officers Association (OASBO), financial brokers (Piper Jaffray), bond counsel (Hawkins, Delafield & Wood), general counsel (Garrett Hemann Robertson), and financial auditors (Grove, Mueller & Swank).
3. Implementation of a reasonable process to address employee actions that do not meet expectations or adhere to legal requirements or District policies or procedures –
- The District reports any legal and/or ethical violations of licensed staff to the Teachers Standards and Practices Commission (TSPC) or other applicable licensing board. The Superintendent reviews all reports and tracks violations to ensure completion and obtain outcome.
 - The District meets regularly with licensed and classified associations to ensure employee due process rights are followed.
 - Human Resources annually trains administrators including new administrators about understanding and following collective bargaining agreements, evaluating employee performance, and on how to address misconduct including how to conduct investigations.

July 24, 2018

- The District conducts annual employee growth and evaluation cycles in which employees who are not meeting performance evaluation standards receive feedback and support for improvement.

Evidence of Non-compliance

None

Board Action:

This report is provided to the Board for discussion and consensus on content.

EXECUTIVE LIMITATION 2:
EMERGENCY SUPERINTENDENT SUCCESSION

Background/Discussion

This is the second of twelve monitoring reports scheduled for 2018-19 and is designed to provide the School Board with information to determine if the superintendent is meeting the criteria established within the adopted Executive Limitations.

Executive Limitation 2: Emergency Superintendent Succession

In order to protect the Board and the School District in the event of sudden and unexpected loss of superintendent services, the superintendent shall not fail to ensure that at least one other executive staff member is familiar with Board and superintendent issues and processes and is capable of assuming superintendent responsibilities on an emergency basis, should the need arise.

Evidence of Compliance

The superintendent has worked to develop a team that can run the district in her absence. The assistant superintendent would act as superintendent should the need arise as defined in EL-2. Additionally, the executive director, chief operations officer, and director of strategic initiatives are all familiar with and capable of assuming the responsibilities of the superintendent on an emergency basis. These individuals are present at all crucial meetings, including board meetings, and are kept informed of key district issues. In the event of an emergency succession, the Board may choose to ask for additional support from any one or more of these individuals in choosing an interim or permanent successor for the superintendent. In an absence of the superintendent that necessitates an emergency succession or fulfillment of superintendent responsibilities, HUM-A013 implications should be considered.

Evidence of Non-compliance

None

Board Action

This report is provided to the School Board for discussion and consensus on content.

DISTRICTWIDE BOUNDARY REVIEW PROCESS

Background/Discussion

As identified in the District's Long Range Facilities Plan, projected student enrollments will continue to increase over the next ten plus years. The 2018 General Obligation Bond approved by voters in May of this year, identified specific school expansions and renovations necessary to accommodate current overcrowding and future enrollment growth.

An important component of addressing current overcrowding and future enrollment growth is aligning school attendance areas with planned additional capacity as approved in the 2018 GO Bond. This will require a Districtwide boundary review process to ensure that current overcrowding is alleviated and future overcrowding is avoided. Every high school feeder system within the District will require an analysis to determine the extent of boundary changes necessary to address a growing student population.

Recommendation/Board Action

Staff recommend the Board task the Superintendent with establishing a boundary review task force to provide recommendations to the Superintendent regarding proposed districtwide boundary adjustments necessary to balance current and future enrollments in alignment with the 2018 General Obligation Construction Bond. Recommendations will be presented to the Board in December 2018.

***School Board and Budget Committee Meetings 2018-19**

Date	Meeting
2018	
July 24	Board Meeting (Business Session)
August 14	Board Meeting (Business Session)
August 21 3-7pm	Board Summer Work Session
August 28	Board Meeting (Work Session)
September 11	Board Meeting (Business Session)
September 25	Board Meeting (Work Session)
October 9	Board Meeting (Business Session)
October 23	Board Meeting (Work Session)
November 13	Board Meeting (Business Session)
November 27	Board Meeting (Work Session)
December 11	Board Meeting (Business Session)
December TBD	Board Meeting (Work Session) – Tentative (Winter Break)
2019	
January 8	Board Meeting (Business Session)
January 22	Board Meeting (Work Session)
February 12	Board Meeting (Business Session)
February 26	Board Meeting (Work Session)
March 12	Board Meeting (Business Session)
March TBD	Board Meeting (Work Session) – Tentative (Spring Break)
April 9	Board Meeting (Business Session)
April 23	Budget Meeting (Superintendent's Budget Message)
May 7	Budget Meeting
May 14	Board Meeting (Business Session)
May 20	Budget Meeting
May 21	Budget Meeting
May 22	Budget Meeting – Tentative
May 23	Budget Meeting – Tentative
June 11	Board Meeting (Business Session)
June 25	Board Meeting (Work Session)

*Meetings subject to change

Work sessions (no action items) may be changed to business session (with action items)

Meeting notifications and agendas posted prior to meetings as required by ORS