

PROSPECT SCHOOL DISTRICT #59
Regular School Board Meeting and Supplemental Budget Hearing
September 14, 2020, 6:00 P.M.
Media Center and Virtual
<https://soesd.zoom.us/j/5415603653>

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|----|--|------------|
| 1. | Opening | J. Wetzel |
| | 1.1. Call to Order | |
| | 1.2. Introduction of Guests | |
| | 1.3. Add items to the Agenda | |
| 2. | Supplemental Budget Hearing | S. Eary |
| | 2.1. Review of Supplemental Budget | |
| 3. | Consent Motions | J. Wetzel |
| | 3.1. Approve Minutes of August 10, 2020 Regular Meeting | |
| | 3.2. Approve Minutes of August 17, 2020 Special Meeting | |
| | 3.3. Approve Hiring of Distance Learning Specialist | |
| | 3.4. Approve Hiring of Culinary Teacher | |
| | 3.5. Approve Hiring of Spanish Teacher | |
| 4. | Reports and Communication | |
| | 4.1. Superintendent's Report | B. Purnell |
| | 4.2. Elementary Principal's Report | B. Purnell |
| | 4.3. Middle and High School Principal's Report | J. Durham |
| | 4.4. Financial and Other Business | S. Eary |
| | 4.5. Teacher Input* | J. Wetzel |
| | 4.6. Community Input* | J. Wetzel |
| 5. | Old Business | |
| | 5.1. Second Reading & Adoption of New & Revised Board Policies | J. Wetzel |
| | GBEB, GBEB-AR: Communicable Diseases - Staff | |
| | JHCC, JHCC-AR: Communicable Diseases - Students | |
| 6. | New Business | |
| | 6.1. Adoption of Supplemental Budget Resolution #2 | S. Eary |
| | 6.2. OSBA Board of Directors Southern Region | J. Wetzel |
| 7. | Upcoming Dates | |
| | 7.1. Next Board Meeting October 12, 2020 | J. Wetzel |
| 8. | Adjourn | |

If accommodations are needed for anyone with a handicapping condition who wishes to attend a Board of Education Meeting, please notify the school at 560-3653.

*Speakers should limit their remarks to 3-5 minutes.

TO: Board of Directors
FROM: Sheri Eary
DATE: September 10, 2020
RE: Background Information for Regular Board Meeting on September 14, 2020

2.0 Supplemental Budget Hearing: The notice of supplemental budget hearing is included in your packet. This portion of the meeting will be for any public comment.

CONSENT MOTIONS

3.1 Approve Minutes of August 10, 2020 Regular Meeting: The minutes are included in the packet for your review.

3.2 Approve Minutes of August 17, 2020 Special Meeting: The minutes are included in the packet for your review.

3.3 Approve Hiring of Distance Learning Specialist: The administration recommends hiring Ashli Rigel.

3.4 Approve Hiring of Culinary Teacher: The administration recommends hiring Carroll Newcomb for two class periods per day. Funding for this position will be paid from the funds received from the Morris Family Foundation.

3.5 Approve Hiring of Spanish Teacher: The administration recommends hiring Jaime Szijarto for one class period per day.

REPORTS

4.1 Superintendent's Report: The report is included in the packet.

4.2 Elementary Principal's Report: The report is included in the packet.

4.3 Middle and High School Principal's Report: The report is included in the packet.

4.4 Financial and Other Business: The financial statement as of 8/31/2020 is included in the packet.

OLD BUSINESS

5.1 Second Reading and Adoption of New and Revised Board Policies: The Communicable Diseases policies for students and staff are included in your packet.

NEW BUSINESS

6.1 Adoption of Supplemental Budget Resolution #2: The resolution is included in the packet.

6.2 OSBA Board of Directors Southern Region: The Southern Region position is up for election. The Duties of an OSBA Board member are included in your packet.

NOTICE OF SUPPLEMENTAL BUDGET HEARING

- For supplemental budgets proposing a change in any fund's expenditures by **more than 10 percent**.

A public hearing on a proposed supplemental budget for Prospect School District #59, for the current fiscal year, will be held at 160 Mill Creek Drive, Prospect, Oregon / <https://soesd.zoom.us/j/5415603653>. The hearing will take place on Monday, September 14, 2020 at 6:00 P.M. during a regularly scheduled meeting of the Prospect School District School Board. The purpose of the hearing is to discuss the supplemental budget with interested persons. A copy of the supplemental budget document may be inspected or obtained on or after Thursday, September 3, 2020 at 160 Mill Creek Drive, Prospect, Oregon, between the hours of 7:30 A.M. and 4:30 P.M. or at <https://www.prospect.k12.or.us>.

SUMMARY OF PROPOSED BUDGET CHANGES

AMOUNTS SHOWN ARE REVISED TOTALS IN THOSE FUNDS BEING MODIFIED

FUND: General Fund

Resource	Amount	Expenditure		Amount
		Orig. Unit	Prog. & Activity, and Object Class	
1		1	1000 Instruction	2,210,450
2		2	3000 Enterprise & Community Services	15,000
Revised Total Fund Resources			Revised Total Fund Requirements	\$3,985,550

Explanation of change(s):

This proposed change reduces Instruction and increases Enterprise and Community Services in the General Fund \$15,000 for employee child care during comprehensive distance learning.

Prospect School District

Regular School Board Meeting Minutes

August 10, 2020

6:00 PM

Media Center & Google Meet

Pursuant to notice made by press release to newspapers of local circulation and posted on www.prospect.k12.or.us, a Board meeting, of the Prospect School Board was held at Prospect School District, Prospect, Oregon.

Present: Board Chair: Josh Wetzel Superintendent: Brian Purnell
Director: Cynthia Gibson Principal: Jennifer Patterson - Durham
Director: Virginia Rigel Business Manager/Recorder: Sheri Eary
Director: Ray Williams
Director: Simon Rose (appointed)

3 staff member(s)

1 community member(s)

1 student(s)

1.1 & 1.2 Call to Order and Introduction of Guests: Chair Wetzel called the meeting to order at 6:03 P.M. and introduced the guests present.

1.3 Add Items to the Agenda: There were no additional items to the agenda.

2.1 Appoint Board Member Position #2: One application was received for the open board position. Simon Rose shared information about himself and answered questions from the Board. Director Rigel motioned to appoint Simon Rose to Board position #2. Director Gibson seconded. Vote 4-0 yes, motion passed. Mr. Rose took the Oath of Office and his place with the Board.

3.0 Consent Motions: Director Williams motioned to approve 3.1 and 3.2 consent motions. Director Rigel seconded. Vote 5-0 yes, motion passed.

4.1 - Superintendent Report: Governor Brown issued metrics on July 28th that outline when students will be allowed to return to school. Mr. Purnell reviewed the State and County metrics that must be met and shared with the Board the website graphic. Prior to this announcement, the plan was for all K-12 students to return. Mr. Purnell received information from the Jackson County Health Department that the Governor may lift restrictions next week on schools with enrollment less than 250 students. Comprehensive distance learning for all grades is being planned at this time.

Mr. Purnell shared the results from the parent survey. There was an overwhelming response from parents that they want in person instruction.

Mr. Purnell received the pole barn drawings today. The bid will close on August 28th and permits are being applied for simultaneously. If the contractor can break ground by October 1st, there is a possibility of the barn being completed before the end of the year.

Don's Lock began rekeying the facilities today. All interior and exterior doors will be rekeyed. Don't Lock provided a quote three years ago. They agreed to honor the prices for all items except a small increase in key costs. Completion is expected by the end of the week and the estimated cost is \$3,500.

When students return to school additional classroom space will be needed. Mr. Purnell would like to relocate Mr. Nelmes/Technology to the Rogue Community Health Center conference room. RCH leases the building from the district and they are not currently operating in the building. They plan to return to the site when students return to school. Mr. Purnell and Mrs. Durham will meet with RCH next week to discuss the lease and their services.

The tentative schedule for inservice week was shared. Teachers will have Monday afternoon and Tuesday to inventory and put together student items during distance learning. Professional development will be held Wednesday and Thursday mornings and teachers will have the afternoons to prepare for classes.

Mr. Purnell reviewed the comprehensive distance learning schedule for the elementary. Teachers will provide instruction during the morning. In the afternoon, they will be available from 1:00 - 3:30 p.m. via Google meets. Instruction will focus on core subjects, math, reading and writing.

OSAA has announced that there will not be any sports in 2020. The winter sports season will be held in January and February; fall sports will be held in March and April; spring sports will be held in May and June. No information has been received from the middle school athletic association, but the assumption is they will follow OSAA.

4.2 Elementary Principal Report: Mr. Purnell discussed keeping students engaged during distance learning and acknowledged that is going to be challenging. Distance learning for this school year will look completely different than it did last Spring. Director Rigel asked about attendance. Mrs. Durham explained that during distance learning there are required check ins twice a week. A check in is a two way communication. Director Gibson asked if staff were onboard with returning during distance learning and to in person instruction. Mr. Purnell will be meeting with Mrs. Yakopatz later this week. Staff are expected to be onsite and will not be working remotely.

The District has purchased Edulastic. As part of the professional development during inservice, Mrs. Bliss and Mrs. VanWormer will provide training. Edulastic monitors students progress, provides assessments and data.

Teachers will create staff webpages on the website where they will post assignments. Parents will be able to view this quickly with the APP for the website.

Director Williams asked about students and families that do not have internet. Middle school and high school families were surveyed and there are fifteen households that do not have internet. Elementary students will be reviewed for cross over and families will be contacted. All students will be provided with chromebooks or iPads and a hot spot will be provided for students without internet access. Mr. Nelmes will be making purchases this week. The hot spots require a twelve month agreement. The District will

receive a comprehensive distance learning grant for \$99,000 to assist with technology access and equipment.

4.3 Middle & High School Principal's Report: Mrs. Durham presented the values that will guide instruction and operation during distance learning and a socially distanced environment when students return. The values include: Maintaining a connection with students and building connections, weekly social and personal connections, consistency to schedule, and best practices.

The middle school students will be online Monday - Thursday from 8:00 a.m. to noon. They will have lunch and then twenty minutes of daily fitness. The high school will be on a block schedule to meet all required courses and electives. On Monday and Wednesday students will have classes from 8:00 - noon and on Tuesday and Thursday classes will be from 10:00 a.m. - 1:00 p.m.

The new countertops in the high school science room will be installed on August 19th. The room will be painted and new top mount sinks will be installed.

Director Williams asked about distance learning recordings by PBS. Each class can be recorded as part of Google Meets. Students that are not able to attend the live class can go back and watch the recording.

Mrs. Durham updated the Board on the social studies curriculum review and the adoption process.

4.4 Financial & Other Business: Mrs. Eary presented the July 31, 2020 financial statement. Revenues in July include two payments from the State School Fund. Expenditures for dues and fees are at 73%. This is due to the insurance renewal totaling \$40,000.

Auditors were on site the week of August 3rd for three days. They will complete the audit report and present to the Board in the next couple of months.

There are no updates on the work share payments at this time. There are seven employees that have not received payments and their claims are in adjudication.

The PERS reform ruling was upheld by the Supreme Court. Rates for 2021-2023 will be issued in October, and will be a decrease from current rates.

The special session of the Legislature convened today. The State School Fund and Measure 98 will be fully funded.

P-EBT for families that do not receive SNAP benefits are still in process. Families will receive \$384 on an Oregon Trail Card for each student that was enrolled when schools were closed in March.

The Board members will need to complete a training on mandatory reporting. We will incorporate this with the staff annual training that is scheduled to begin August 24th with Public School Works.

4.5 Teacher Input: None

4.6 Community Input: None

5.1 Reopening Blueprint Plan: Mr. Purnell and Mrs. Durham reviewed the changes to the blueprint plan regarding the comprehensive distance learning model. Mrs. Durham shared that there will be a special education release tomorrow. She discussed FAPE, IEP's, meeting instructional minutes and providing access to all students. Meals will be provided as required. As soon as the metrics allow and staff are trained, students will return to onsite instruction.

5.2 Distance Learning Specialist: Mr. Purnell shared the job description for the new position and discussed the Edgenuity online program. The person in this position will work directly with students and their families. The beginning pay rate is mid level on the classified salary schedule at \$15.00. Depending on the success of the program and the number of students, the compensation may need to be reviewed. If this becomes a twelve month, year round position, benefits would be required. The position was not budgeted for. The funds from not hiring two licensed positions will cover the cost of this position. This will be a program that will build over time and may not be full time to begin. Director Gibson recommended that the qualifications include evidence of communication skills to interact with parents and students. Director Williams moved to approve with the addition to the qualifications. Director Gibson seconded. Vote 5-0 yes, motion passed.

5.3 Second Reading & Adoption of New and Revised Board Policies: The second reading and adoption included: GBL - Personnel Records; GBLA - Disclosure of Information; GBN/JBA, GBN/JBA-AR, JBA/GBN and JBA/GBN-AR - Sexual Harassment; IGBAH-AR - Special Education Evaluation and Eligibility Procedures; and JHH - Student Suicide Prevention. OSBA issued new policy language for Sexual Harassment that was included under 6.4 First Reading of New Policies on the agenda. It was recommended that the policy versions under 5.3 not be adopted. Director Williams motioned to accept 5.3 minus GBN/JBA. Director Rigel seconded. Motion 5-0, motion passed.

6.1 School Calendar Revision: The calendar was previously revised to include Monday - Friday inservice for the week of August 23rd. With the change to comprehensive distance learning, the Friday inservice would be changed to a later date. However, with the possibility of allowances for small schools to return to in person instruction expected next week, it is unknown at this time if the date would need to be moved. Director Williams motioned to table the school calendar revision until the special meeting later in the month. Director Gibson seconded. Vote 5-0 yes, motion passed.

6.2 Staff Handbook 2020-2021: The staff handbook was revised to eliminate language and replace it with direct links to the Collective Bargaining Agreement and Board Policy. A COVID-19 addendum may be added before the handbook is shared with staff. Any updates or changes will be shared with the Board and staff.

6.3 Student Handbook 2020-2022: Mr. Purnell reviewed the changes and additions to the handbook. A COVID-19 addendum section was added; sports physicals will be required every two years to align with OSAA rules; the dress code will include masks. The handbook will be for 2020-2022.

6.4 First Reading Revised Board Policies: The first reading of policies included GBEB & GBEB-AR - Communicable Diseases Staff; JHCC & JHCC-AR - Communicable Diseases Students; GBN/JBA, JBA/GBN, GBN/JBA-AR (1) and (2), JBA/GBN-AR(1) and (2) - Sexual Harassment. Due to the Title IX implementation

date of August 14th, it was recommended that the Board approve and adopt the revised language from OSBA for Sexual Harassment, Sexual Harassment Complaint Procedure and Federal Law (Title IX) Sexual Harassment Complaint Procedure. Mrs. Eary received confirmation from OSBA that a second reading is not required.

Director Gibson motioned to accept GBN/JBA, JBA/GBN and AR's 1 and 2. Director Rigel seconded. Vote 4-1, Director Gibson - yes; Director Rigel - yes; Director Rose - yes; Director Williams - no due to only one reading and no community input; Chair Wetzal - yes. Motion passed.

7.0 Upcoming Dates: The next regular Board meeting will be September 14, 2020. A Special Board Meeting will be held Monday, August 17th at 5:30 P.M.

8.0 Adjourn: Meeting adjourned at 7:56 PM.

Board Chair

Superintendent

Recorder

Prospect School District Special School Board Meeting Minutes

August 17, 2020

5:30 PM

Media Center & Zoom

Pursuant to notice made by press release to newspapers of local circulation and posted on www.prospect.k12.or.us, a Board meeting, of the Prospect School Board was held at Prospect School District, Prospect, Oregon.

Present: Board Chair: Josh Wetzel Superintendent: Brian Purnell (remote)
 Director: Cynthia Gibson (remote) Principal: Jennifer Patterson - Durham
 Director: Virginia Rigel Business Manager/Recorder: Sheri Eary
 Director: Ray Williams
 Director: Simon Rose

2 staff member(s)

1 community member(s)

0 student(s)

1.1 & 1.2 Call to Order and Introduction of Guests: Chair Wetzel called the meeting to order at 5:31 P.M. Director Gibson and Mr. Purnell attended the meeting remotely.

2.1 School Calendar Revision: Mr. Purnell reviewed the calendar revision with the Board. The inservice day scheduled for Friday, August 28th, will not be held due to students beginning the school year under comprehensive distance learning. The inservice day will be rescheduled for a Friday (date to be determined) prior to students returning. Chair Wetzel asked for a motion to approve the amended calendar. Director Williams so moved. Director Rigel seconded. Vote 5-0 yes, motion passed.

3.1 Staff Child Care: Mr. Purnell proposed that the Board offer child care for staff members. There are several staff, which include teachers and classified employees that have kids. In order to offer child care, the Board would need to add it to the benefit package. The child care expenses would have to be funded from the general fund. Mr. Purnell has spoken with Janet Yakopatz, PEA President. If approved, a Memorandum of Agreement would be drafted to add child care to the benefit package as a temporary benefit during the pandemic and comprehensive distance learning only.

Director Williams asked what the plan was and how child care would be facilitated. Two instructional assistants will be in charge of child care on site. Several of the children are students who will be in distance learning. Several protocols from the blueprint plan will be followed including check in and check out, temperature checks, and cohort sizes. There are nine staff members with children. These students would be in the child care area and will not receive any special benefits of being on campus.

There was concern of offering a benefit that not all staff are eligible for. Ms. Yakopatz shared her perspective that this is a special circumstance and that no one is missing out. It is a one time, non precedent setting situation to support staff, so those staff members can support students. She stated that she does not foresee any problems with approval by the PEA or SOBC. Several other districts in the State are offering this benefit as well.

The child care benefit will be offered for preschool - 6th grade children only. The District did not hire two teaching positions and funding for child care will be from these funds. The child care benefit will be re-evaluated before the beginning of the next school quarter and will sunset when students transition back to in person instruction.

Chair Wetzel asked for a motion for the PEA and the district to enter into a MOU to approve the child care benefit during the pandemic, through the end of the first quarter, and extend the benefit to all staff. Director Rigel was so moved. Director Gibson second. Vote 5-0 yes, motion passed.

3.2 Classified Staff Layoffs & Reduced Hours: Due to comprehensive distance learning there is not a need for all of the instructional assistants. The preschool teacher and one instructional assistant will be reassigned to child care; one instructional assistant will continue with SPED and one instructional assistant will drive the mini bus. As of last week, districts can bring students back to school on a limited basis for CTE and special education. The layoffs would include three instructional assistants and a part time (0.625) cafeteria position. The cafeteria will be providing meals on a weekly basis and hours will be reduced for the remaining two positions.

Other classified positions will be reviewed in September. There is a possibility of furloughs and participation in the work share program again.

Director Rigel motioned to accept the administration's recommendation. Director Williams seconded. The District will have to pay unemployment costs for these layoffs. Vote 5-0 yes, motion passed.

4.0 Adjourn: Meeting adjourned at 6:07 PM.

Board Chair

Superintendent

Recorder

Message to Board
Sept 14, 2020

Superintendent

1. Pole Barn Update
2. Inservice Summary
3. Rogue Community Health Update
4. School Closure
5. Enrollment

Principal Message

1. Feedback from parents on Comprehensive Distance Learning
2. Bringing students back in 2 hour increments

9/14/20 Principal Report

1. Science room update
2. Limited In-person Instruction
 - Guidelines/limitations
 - Schedule
 - Transportation
3. Parent Listening Sessions
 - Purpose
 - Timeline
4. Credit Assurance Plans
 - Communication and Implementation Plans

PROSPECT SCHOOL DISTRICT #59
MONTHLY FINANCIAL REPORT
August 31, 2020

		Prior Year	Current Year	% Increase	Increase/ (Decrease)
Student Enrollment		214	199	-8%	-15
Balance in General Fund		\$ 1,360,674	\$ 1,405,755	3%	\$45,081
Balance in Other Funds		\$ 778,394	\$ 188,201	-314%	-\$590,193
Balance in Student Body Funds		\$ 39,618	\$ 46,825	15%	\$7,207

GENERAL FUND REVENUES

	Budget	Month to Date	Year to Date	% Received	Balance of Budget
Local	\$ 562,350.00	\$ 6,083.43	\$ 18,845.94	3%	\$ 543,504.06
State	\$ 2,824,000.00	\$ 236,116.00	\$ 718,680.42	25%	\$ 2,105,319.58
Federal				#DIV/0!	\$ -
Begin Balance/Transfers	\$ 939,200.00		\$ 1,008,711.70	107%	\$ (69,511.70)
Totals	\$ 4,325,550.00	\$ 242,199.43	\$ 1,746,238.06	40%	\$ 2,579,311.94
Same Month Last Year	\$ 4,342,250.00	\$ 253,237.37	\$ 1,768,709.41	41%	\$ 2,573,540.59

GENERAL FUND EXPENDITURES - BY FUNCTION

	Budget	Month to Date	Year to Date	% Spent	Balance of Budget
Instruction	\$ 2,225,450.00	\$ 123,898.28	\$ 142,634.51	6%	\$ 2,082,815.49
Support Services	\$ 1,563,100.00	\$ 82,153.88	\$ 197,848.53	13%	\$ 1,365,251.47
Facilities Construction	\$ -			#DIV/0!	\$ -
Transfers to Other Funds	\$ 52,000.00			0%	\$ 52,000.00
Contingency	\$ 145,000.00			0%	\$ 145,000.00
Unappropriated	\$ 340,000.00		\$ -	0%	\$ 340,000.00
	\$ 4,325,550.00	\$ 206,052.16	\$ 340,483.04	8%	\$ 3,985,066.96
Same Month Last Year	\$ 4,362,250.00	\$ 277,883.16	\$ 408,094.51	9%	\$ 3,954,155.49

GENERAL FUND EXPENDITURES - BY CLASSIFICATION

	Budget	Month to Date	Year to Date	% Spent	Balance of Budget
Salaries	\$ 1,722,425.00	\$ 107,940.75	\$ 141,987.41	8%	\$ 1,580,437.59
Benefits	\$ 1,185,450.00	\$ 78,751.98	\$ 123,178.74	10%	\$ 1,062,271.26
Purchased Services	\$ 683,300.00	\$ 12,647.03	\$ 24,135.51	4%	\$ 659,164.49
Supplies	\$ 139,550.00	\$ 4,185.36	\$ 6,669.11	5%	\$ 132,880.89
Dues & Fees	\$ 57,825.00	\$ 2,527.04	\$ 44,512.27	77%	\$ 13,312.73
Transfers/Reserves	\$ 537,000.00			0%	\$ 537,000.00
	\$ 4,325,550.00	\$ 206,052.16	\$ 340,483.04	8%	\$ 3,985,066.96
Same Month Last Year	\$ 4,342,250.00	\$ 277,883.16	\$ 408,094.51	9%	\$ 3,934,155.49

Prospect School District 59

Code: GBEB
Adopted: 1/11/10
Readopted: 1/11/18; 11/12/18, 9/14/20
Orig. Code: GBEB

Communicable Diseases – Staff

The district shall provide reasonable protection against the risk of exposure to communicable disease for employees while engaged in the performance of their duties. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the *Communicable Disease Guidance* published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA).

An employee may not attend work while in a communicable stage of a restrictable disease or when an administrator has reason to suspect that the employee has or has been exposed to any disease for which exclusion is required in accordance with law and per administrative regulation GBEB-AR - Communicable Diseases - Staff. If the disease is a reportable disease, the administrator will report the occurrence to the local health department.

Employees shall comply with all other measures adopted by the district and with all rules adopted by Oregon Health Authority, Public Health Division and the local health department.

Employees shall provide services to students as required by law. In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator shall inform the appropriate employees with a legitimate educational interest to protect against the risk of exposure.

The district shall protect the confidentiality of an employee’s health condition and record to the extent possible and consistent with federal and state law.

The district will include, as part of its emergency plan, a description of the actions to be taken by district staff in the case of a declared public health emergency or other catastrophe that disrupts district operations.

The superintendent will develop administrative regulations necessary to implement this policy.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 431.150 - 431.157](#)
[ORS 433.001 - 433.526](#)

[OAR 333-018](#)
[OAR 333-019-0010](#)
[OAR 333-019-0014](#)
[OAR 333-019-1000](#)

[OAR 437-002-0360](#)
[OAR 437-002-0377](#)
[OAR 581-022-2220](#)

OREGON DEPARTMENT OF EDUCATION and OREGON HEALTH AUTHORITY, *Communicable Disease Guidance* (2020).
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).
Health Insurance Portability and Accountability Act of 1996, 42 U.S.C. §§ 1320d to -1320d-8 (2018); 45 C.F.R. Parts 160, 164 (2019).

Prospect School District 59

Code: GBEB-AR
Revised/Reviewed: 2/12/07; 11/12/18; 9/14/20
Orig. Code: GBEB-AR

Communicable Diseases – Staff

In accordance with state law, administrative rule, the local health authority and the *Communicable Disease Guidance*, the procedures established below will be followed.

1. “Restrictable diseases” are defined by rule and include but are not limited to COVID-19¹, chickenpox, diphtheria, hepatitis A, hepatitis E, measles, mumps, pertussis, rubella, Salmonella enterica serotype Typhi infection, scabies, Shiga-toxigenic Escherichia coli (STEC) infection, shigellosis and infectious tuberculosis, and may include a communicable stage of hepatitis B infection if, in the opinion of the local health officer, the person poses an unusually high risk to others (e.g., a child that exhibits uncontrollable biting or spitting). Restrictable disease also includes any other communicable disease identified in an order issued by the Oregon Health Authority or the local public health officer as posing a danger to the public’s health. A disease is considered to be a restrictable disease if it is listed in Oregon Administrative Rule (OAR) 333-019-0010, or it has been designated to be a restrictable disease by the local public health administrator after determining that it poses a danger to the public’s health.
2. “Susceptible” for an employee means lacking evidence of immunity to the disease.
3. “Reportable diseases” means a disease or condition, the reporting of which enables a public health authority to take action to protect or to benefit the public health.

Restrictable Diseases

1. An employee of the district will not attend or work at a district school or facility while in a communicable stage of a restrictable disease, including a communicable stage of COVID-19³, unless authorized to do so under Oregon law. When an administrator has reason to suspect that an employee has a restrictable disease, the administrator shall send the employee home.
2. An administrator shall exclude an employee if the administrator has reason to suspect that an employee has been exposed to measles, mumps, rubella, diphtheria, pertussis, hepatitis A, or hepatitis B, unless the local health officer determines that exclusion is not necessary to protect the public’s health. The administrator may request the local health officer to make a determination as allowed by law. If the disease is reportable, the administrator will report the occurrence to the local health department.

¹ Added per OAR 333-019-1000(2).

³ “Communicable stage of COVID-19” means having a positive presumptive or confirmed test of COVID-19.

3. An administrator shall exclude an employee if the administrator has been notified by a local public health administrator or local public health officer that the employee has had a substantial exposure to an individual with COVID-19 and exclusion is deemed necessary by same.
4. An employee will be excluded in such instances until such time as the employee presents a certificate from a physician, a physician assistant licensed under Oregon Revised Statute (ORS) 677.505 - 677.525, a nurse practitioner licensed under ORS 678.375 - 678.390, local health department nurse or school nurse stating that the employee does not have or is not a carrier of any restrictable disease.
5. An administrator may allow attendance of an employee restricted for chickenpox, scabies, staphylococcal skin infections, streptococcal infections, diarrhea or vomiting if the restriction has been removed by a school nurse or health care provider.
6. More stringent exclusion standards for employees from school or work may be adopted by the local health department.
7. The district's emergency plan shall address the district's plan with respect to a declared public health emergency at the local or state level.

Reportable Diseases Notification

1. All employees shall comply with all reporting measures adopted by the district and with all rules set forth by Oregon Health Authority, Public Health Division and the local health department.
2. An administrator may seek confirmation and assistance from the local health officer to determine the appropriate district response when the administrator is notified that an employee or a student has been exposed to a restrictable disease that is also a reportable disease.
3. District staff with impaired immune responses, that are of childbearing age or some other medically fragile condition, should consult with a medical provider for additional guidance⁴.
4. An administrator shall determine other persons who may be informed of an employee's communicable disease, or that of a student's when a legitimate educational interest exists or for health and safety reasons, in accordance with law.

Equipment and Training

1. The administrator or designee shall, on a case-by-case basis, determine what equipment and/or supplies are necessary in a particular classroom or other setting in order to prevent disease transmission.
2. The administrator or designee shall consult with the district's school nurse or other appropriate health officials to provide special training in the methods of protection from disease transmission.

⁴ Refer to *Communicable Disease Guidance* published by the Oregon Health Authority and the Oregon Department of Education.

3. All district personnel will be instructed annually to use the proper precautions pertaining to blood and body fluid exposure per the Occupational Safety and Health Administration (OSHA). (*See* policy EBBAA).

Prospect School District 59

Code: JHCC
Adopted: 6/26/90
Revised/Readopted: 12/10/07; 1/14/19; 9/14/20
Orig. Code: JHCC

Communicable Diseases - Students

The district shall provide reasonable protection against the risk of exposure to communicable disease for students. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the *Communicable Disease Guidance* published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA). Services will be provided to students as required by law.

A student will not attend school while in a communicable stage of a restrictable disease or when an administrator has reason to suspect that any susceptible student has or has been exposed to any disease for which the student is required to be excluded in accordance with law and per administrative regulation JHCC-AR - Communicable Diseases - Students. If the disease is a reportable disease, the administrator will report the occurrence to the local health department. The administrator will also take whatever reasonable steps it considers necessary to organize and operate its programs in a way which both furthers the education and protects the health of students and others.

The district may, for the protection of both the student who has a restrictable disease and the exposed student, provide an educational program in an alternative setting.

The district will include, as a part of its emergency plan, a description of the actions to be taken by district personnel in the case of a declared public health emergency or other catastrophe that disrupts district operations.

The district shall protect the confidentiality of each student's health condition and record to the extent possible and consistent with federal and state law. In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator shall inform the appropriate employees with a legitimate educational interest to protect against the risk of exposure.

The superintendent will develop administrative regulations necessary to implement this policy.

END OF POLICY

Legal Reference(s):

[ORS 431.150 - 431.157](#)

[ORS 433.001 - 433.526](#)

[OAR 333-018](#)

[OAR 333-019-0010](#)

[OAR 333-019-0014](#)

[OAR 333-019-1000](#)

[OAR 437-002-0360](#)

[OAR 437-002-0377](#)

[OAR 581-022-2220](#)

OREGON DEPARTMENT OF EDUCATION and OREGON HEALTH AUTHORITY, *Communicable Disease Guidance* (2020).
Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).

Prospect School District 59

Code: JHCC-AR
Adopted: 6/26/90; 12/11/17; 1/14/19; 9/14/20
Orig. Code: JHCC-AR

Communicable Diseases – Student

In accordance with state law, administrative rule, the local health authority and the *Communicable Disease Guidance*, the procedures established below will be followed.

1. “Restrictable diseases” are defined by rule and include but are not limited to COVID-19¹, chickenpox, diphtheria, hepatitis A, hepatitis E, measles, mumps, pertussis, rubella, Salmonella enterica serotype Typhi infection, scabies, Shiga-toxigenic Escherichia coli (STEC) infection, shigellosis and infectious tuberculosis, and may include a communicable stage of hepatitis B infection if, in the opinion of the local health officer, the person poses an unusually high risk to others (e.g., a child that exhibits uncontrollable biting or spitting). Restrictable disease also includes any other communicable disease identified in an order issued by the Oregon Health Authority or the local public health officer as posing a danger to the public’s health. A disease is considered to be a restrictable disease if it is listed in Oregon Administrative Rule (OAR) 333-019-0010, or it has been designated to be a restrictable disease by the local public health administrator after determining that it poses a danger to the public’s health.
2. “Susceptible” for a child means lacking documentation of immunization required under OAR 333-050-0050.
3. “Reportable disease” means a disease or condition, the reporting of which enables a public health authority to take action to protect or to benefit the public health.

Restrictable Diseases

1. A student of the district will not attend a district school or facility while in a communicable stage of a restrictable disease, including a communicable stage of COVID-19³, unless authorized to do so under Oregon law. When an administrator has reason to suspect any child has a restrictable disease, the administrator shall send the student home.
2. An administrator shall exclude a susceptible child from school if the administrator has reason to suspect that the student has been exposed to measles, mumps, rubella, diphtheria, pertussis, hepatitis A, or hepatitis B, unless the local health officer determines that exclusion is not necessary to protect the public’s health. The administrator may request the local health officer to make a determination as allowed by law. If the disease is reportable, the administrator will report the occurrence to the local health department.

¹ Added per OAR 333-019-1000(2).

³ “Communicable stage of COVID-19” means having a positive presumptive or confirmed test of COVID-19.

3. An administrator shall exclude a student if the administrator has been notified by a local public health administrator or local public health officer that the student has had a substantial exposure to an individual with COVID-19 and exclusion is deemed necessary by same.
4. A student will be excluded in such instances until such time as the student or the parent or guardian of the student presents a certificate from a physician, a physician assistant licensed under Oregon Revised Statute (ORS) 677.505 - 677.525, a nurse practitioner licensed under ORS 678.375 - 678.390, local health department nurse or school nurse stating that the student does not have or is not a carrier of any restrictable diseases.
5. The district may, for the protection of both the student who has a restrictable disease and the exposed student, provide an educational program in an alternative setting. A student may remain in an alternative educational setting until such time as a certificate from a physician, physician assistant, nurse practitioner, local health department nurse or school nurse states that the student does not have or is not a carrier of any restrictable disease, or until such time as a local public health administrator states that the disease is no longer communicable to others or that adequate precautions have been taken to minimize the risk of transmission. A restrictable disease exclusion for chickenpox, scabies, staphylococcal skin infections, streptococcal infections, diarrhea or vomiting may be removed by a school nurse or health care provider.
6. More stringent exclusion standards for students from school may be adopted by the local health department.
7. The district's emergency preparedness plan shall address the district's plan with respect to a declared public health emergency at the local or state level.

Reportable Diseases Notification

1. All employees shall comply with all reporting measures adopted by the district and with all rules set forth by the Oregon Health Authority, Public Health Division and the local health department.
2. An administrator may seek confirmation and assistance from the local health officer to determine the appropriate district response when the administrator is notified that a student or an employee has been exposed to a restrictable disease that is also a reportable disease.
3. An administrator shall determine other persons who may be informed of a student's communicable disease when a legitimate educational interest exists or for health and safety reasons in accordance with law.

Education

1. The administrator or designee shall seek information from the district's school nurse or other appropriate health officials regarding the health needs/hazards of all students and the impact on the educational needs of a student diagnosed with a restrictable disease or exposed to a restrictable disease.
2. The administrator or designee shall, utilizing information obtained above, determine an educational program for such a student and implement the program in an appropriate (i.e., regular or alternative) setting.

3. The administrator or designee shall review the appropriateness of the educational program and the educational setting of each individual student diagnosed with a restrictable disease.

Equipment and Training

1. The administrator or designee shall, on a case-by-case basis, determine what equipment and/or supplies are necessary in a particular classroom or other setting in order to prevent disease transmission.
2. The administrator or designee shall consult with the district's school nurse or other appropriate health officials to provide special training in the methods of protection from disease transmission.
3. All district personnel will be instructed annually to use the proper precautions pertaining to blood and body fluid exposure per the Occupational Safety and Health Administration (OSHA). (*See* policy EBBAA).

Prospect School District #59

RESOLUTION No. 2

WHEREAS, the Prospect School District ("District") General Fund will have unanticipated expenditures in the following category:

GENERAL FUND

3000 - Enterprise and Community Services \$ 15,000

WHEREAS, District administration acknowledges that had the expenditure been known at the time the 2020/2021 General Fund budget was proposed, the proposed budget would have included the additional appropriation:

WHEREAS, the originally adopted budget for the 2020/2021 General Fund provided for \$3,985,550 in appropriations as follows:

<u>General Fund</u>	<u>Adopted Budget</u>	<u>Supplemental Budget</u>	<u>Amended Budget</u>
Instruction	2,225,450	-15,000	2,210,450
Support Services	1,563,100		1,563,100
Enterprise & Community Services	0	15,000	15,000
Facilities Acquisition	0		0
Transfers	52,000		52,000
Debt Service	0		0
Contingency	145,000		145,000
	3,985,550	0	3,985,550

WHEREAS, the District has published the required notice indicating that a supplemental budget hearing would be held at the public Board of Directors meeting at 6:00 PM on September 14, 2020.

THEREFORE, BE IT RESOLVED, that the Board hereby adopts the 2020/2021 supplemental budget for the General Fund in the amount of \$3,985,550 providing for a transfer of appropriations of \$15,000 from Instruction to Enterprises and Community Services for employee child care benefits. Child care benefits are being offered as a one-time temporary benefit to staff during the COVID-19 pandemic and comprehensive distance learning.

ATTEST: _____
CLERK DATE

CHAIRMAN DATE

Essential duties of OSBA board members

OSBA policy delegates to the board of directors the authority to create the programs of the association and to carry out association business between special and annual meetings.

As a group, the board of directors is subject to direction by a majority of association members at a regular or special meeting. As individual OSBA board members, each member reports and is responsive to the needs of the region electing the member.

As defined in the OSBA Policy Manual, board members assume responsibility by participating in board of director meetings to fulfill the following duties:

- Carry on the necessary business of the Board. The Board may adopt policy as deemed necessary for the conduct of its business and may, in the execution of powers granted, delegate certain aspects of its authority and responsibility to the Executive Committee;
- Employ an executive director and determine this position's compensation and duties;
- At regularly called meetings of the Board, fill all vacancies in any position until the next scheduled board of directors' election;
- Meet, not less than twice annually, in accordance with the Oregon Public Meetings Law and the OSBA Bylaws;
- Determine the place, date and hour of regular Board meetings and serve, or cause to be served, proper notice in accordance with Oregon Public Meetings Law and the OSBA Bylaws;
- Adopt an annual budget for the corporation;
- Take action to approve committees and committee appointments as outlined in Section 4 of the OSBA Bylaws;
- Require an annual audit of the books of the secretary-treasurer and any other officer or employee who handles corporation funds;
- Determine the site of the corporate office;
- Authorize such special committees as it deems necessary for the proper operation of the corporation;
- Review the regional structure of the corporation at least every three years. Any recommended changes to the regional structure shall be submitted to the membership in accordance with Section 2.7 of the OSBA Bylaws;
- Promote the active involvement of OSBA members within the region in which the director represents;
- Prepare and distribute an impact statement for any resolution to be placed before the membership;
- Adopt, annually, an elections calendar that establishes a timetable for electing board and LPC positions, and voting on resolutions;

- Retain a \$50,000,000 reserve that may only be accessed by a two-thirds vote of both the board of directors and the OSBA membership.

OSBA board members shall participate in boardsmanship training activities, which include the following:

- OSBA board of director meetings (Jan., March/April, June, Sept. and Nov., as needed).
- Fall regional meetings (presiding when necessary).
- OSBA Annual Convention and Annual Business Meeting (November).
- Other OSBA conferences and training sessions as possible.

Related content

› [OSBA Proposed 2019-20 Legislative Policies and Priorities](#)

› [The legislative policy development process](#)

› [Administrative Professionals listserv](#)

› [Governance: How does it work?](#)

› [Be part of the process: What you can do](#)

Popular Content

› [Ask OSBA](#)

› [OSBA Staff](#)

› [Online Store](#)

OSBA Elections - Nominations are open

1 message

OSBA Information <info@osba.org>
To: Sheri Eary <sherie@prospect.k12.or.us>

Mon, Aug 24, 2020 at 5:20 PM

Dear Sheri Eary ,

Autumn and a new school year are quickly approaching and with them comes your opportunity to select your representative on the OSBA Board of Directors.

All odd-numbered positions, except Position 1, plus Position 8, on the OSBA Board of Directors are up for election.

We've put together a list of board position numbers up for election this year, including region names and the current representatives (incumbents), if any. It is also available [online](#). **Nominations open TODAY, August 24, 2020.**

PLEASE NOTE: Only the following board positions in the following regions have elections this year:

Board **Position 3, Central Region** (currently held by Patti Norris)
Board **Position 5, Southern Region** (currently held by Craig Prewitt)
Board **Position 7, Clackamas Region** (currently held by Liz Hartman)
Board **Position 8, Clackamas Region** (position currently vacant)
Board **Position 9, Douglas/South Coast Region** (currently held by Jackie Crook)
Board **Position 11, Marion Region** (currently held by Tass Morrison)
Board **Position 13, Yamhill/Polk Region** (currently held by Brandy Penner)
Board **Position 15, Washington Region** (currently held by LeeAnn Larsen)
Board **Position 17, Multnomah Region** (currently held by Michelle Vo)
Board **Position 19, Multnomah Region** (currently held by Sonja Mckenzie)

Nominations:

Serving on the OSBA Board provides an opportunity to develop leadership skills and impact issues at the state and federal levels. School board members interested in running for a position on the OSBA Board of Directors need to be nominated by a member board within their region.

Nominations require official board action. Sample language is available [here](#) to assist in making a motion or resolution to nominate a candidate.

Action for individual school board members:

If you want to run for a seat on the OSBA Board, ask your local board or another member board in your region to nominate you.

Action for district staff:

Please consult your board chair about adding an agenda item to your next board meeting to see if any of your board members would like to serve on the OSBA Board of Directors and providing the opportunity to take official board action to nominate an interested board member.

Candidate nomination materials are due in the OSBA offices by **5 p.m. on Friday, October 2, 2020**. See the [2020 Elections Calendar](#) listing the nomination and election dates.

Other resources

- Explanation of the [essential duties of OSBA Board members](#)

- OSBA's [Election Center](#) containing nomination and candidate forms and other election information

Jim Green
OSBA Executive Director
osbaelections@osba.org