

Meeting Packet

REGULAR SESSION

11/18/2021

07:00 PM



PHILOMATH SCHOOL DISTRICT 17J

REGULAR SESSION

PHILOMATH SCHOOL DISTRICT 17J

District Office

1620 Applegate Street, Philomath

11/18/2021 07:00 PM

A. EXECUTIVE SESSION ~ 6:30 p.m.

ORS 192.660 (2) (d) to discuss labor negotiations

ORS 192.660 (2) (i) to review and evaluate the employment related performance of district employees

B. REGULAR SESSION ~ 7:00 p.m.

1. Call to Order & Pledge of Allegiance: Rick Wells, Chair

2. FAQs and Public Comments/Requests

C. REPORTS & CORRESPONDENCE ~

1. Student Government Report

2. Association Reports

- PEA
- OSEA

3. Superintendent Report

4. Director of Finance Report

[Financial Director Board Report \(p. 5\)](#)

[Financials - October 2021 \(p. 6\)](#)

[Enrollment \(p. 10\)](#)

[Fund 284 PES \(p. 12\)](#)

[Fund 285 PMS \(p. 13\)](#)

[Fund 286 PHS \(p. 15\)](#)

D. STRATEGY AND DISCUSSION ~

1. Native American Awareness Month - PHS Student Presentation

2. RTIi Update

3. OSBA Election - Action Required

[OSBA Resume - Sarah McDonald \(p. 19\)](#)

[OSBA Nomination - Sarah McDonald \(p. 22\)](#)

[OSBA Resume - Jeff Davis \(p. 23\)](#)

[OSBA Nomination - Jeff Davis \(p. 27\)](#)

[OSBA Ballot \(p. 28\)](#)

4. MOU Agreements - Action Required

[OSEA MOU - Vaccine \(p. 29\)](#)

[PEA - MOU Security Cameras \(p. 34\)](#)

5. Policies (First Reading)

[Policy AC \(p. 35\)](#)

[Policy AC-AR \(p. 37\)](#)

[Policy ACB - Every Student Belongs \(p. 41\)](#)

[ACB-AR - Bias Incident Complaint Procedure \(p. 43\)](#)

[Policy BD BDA \(p. 46\)](#)

[Policy BDDH - Delete \(p. 50\)](#)

[Policy BDDH \(p. 52\)](#)

[Policy GBA \(p. 54\)](#)

[Policy IGBHA \(p. 56\)](#)

[Policy IBGHA - AR \(p. 58\)](#)

[Policy JB \(p. 61\)](#)

E. ACTION ITEMS ~

1. Consent Agenda

[Consent Agenda - 11/18/21 \(p. 63\)](#)

[Check listing \(p. 64\)](#)

[Regular Minutes - Oct 21, 2021 \(p. 71\)](#)

[Equity Team/PSD Board Minutes 11/8/21 \(p. 75\)](#)

[Resolution 2122-02 \(p. 77\)](#)

2. Surplus Property - Action Required

[Surplus Property \(p. 78\)](#)

3. KVCS/PHS Co-op Basketball

[KVCS/PSD Co-op Agreement \(p. 81\)](#)

F. MEETING CLOSURE ~

1. Next Meeting Agenda Items

2. Board Reports & Thanks

3. Board Requests & Adjournment

G. IMPORTANT DATES

Nov 23

5:30 pm

Boys Basketball Pie Auction

Nov 25-26

Thanksgiving Break

Dec 2-4	7:00-8:30 pm (each night)	PHS Fall musical Performance
Dec 14	7:00 pm	PHS Winter Concert
Dec 16	7:00-9:00 pm	Regular Board Meeting
Dec 18-Jan 2		Winter Break



Philomath School District

Benton County School District No. 17J, 1620 Applegate Street Philomath OR 97370 (541) 929-3169

November 11, 2021

Board Members:

Enclosed you shall find the financial reports for the period ending October 31, 2021.

Our current report of enrollment for the 2021-2022 school year compared with the previous *year* is broken down as follows:

<u>School</u>	<u>November 2021</u>	<u>November 2020</u>	<u>Change</u>
CPS	161	135	26
PES	329	306	23
BL	23	17	6
PMS	331	289	42
PHS	399	373	26
PA	98	190	-92
KVCS	<u>193</u>	<u>204</u>	<u>-11</u>
Subtotal	1534	1514	20
Part-Time	<u>11</u>	<u>55</u>	<u>-44</u>
Total	<u>1545</u>	<u>1569</u>	<u>-24</u>

Our current report of enrollment for the 2021-2022 school year compared with the previous *month* is broken down as follows:

<u>School</u>	<u>November 2021</u>	<u>October 2021</u>	<u>Change</u>
CPS	161	161	-
PES	329	332	-3
BL	23	22	1
PMS	331	331	-
PHS	399	411	-12
PA	98	93	5
KVCS	<u>193</u>	<u>198</u>	<u>-5</u>
Subtotal	1534	1548	-14
Part-Time	<u>11</u>	<u>14</u>	<u>-3</u>
Total	<u>1545</u>	<u>1562</u>	<u>-17</u>

October 2021 General Fund Expenditures totaled \$1,768,192. Expenditures that exceed \$10,000 are as follows:

- Active Internet Technologies \$ 13,600 (Finalsite – Website Annual Fee)
- Mid-Columbia Bus Company \$ 30,524 (August Bus Service)
- Pacific Power \$ 20,426 (Monthly Electric Bill)
- Mid-Columbia Bus Company \$ 67,987 (September Bus Service)
- Kings Valley Charter School \$ 194,966

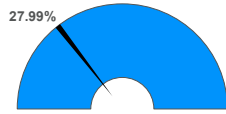
Respectfully Submitted,

Wm
 Bill Mancuso
 Business Manager

100 General Fund Revenue Dashboard Summary

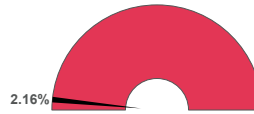
For the Period Ending October 31, 2021

Actual YTD Revenues



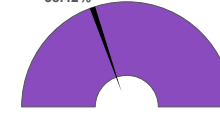
Projected YTD Revenues
28.67%

Actual YTD Local Sources



Projected YTD Local Sources
3.15%

Actual YTD State Sources



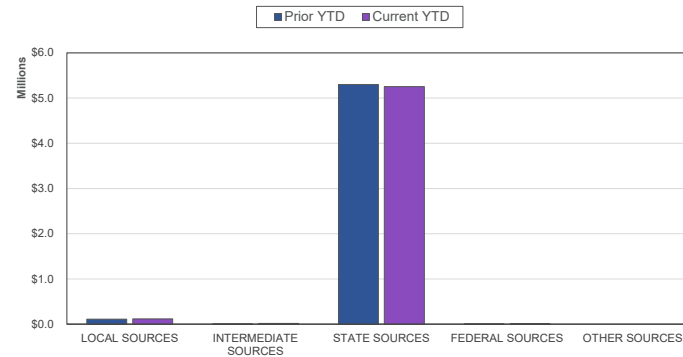
Projected YTD State Sources
39.16%

General Fund Revenues

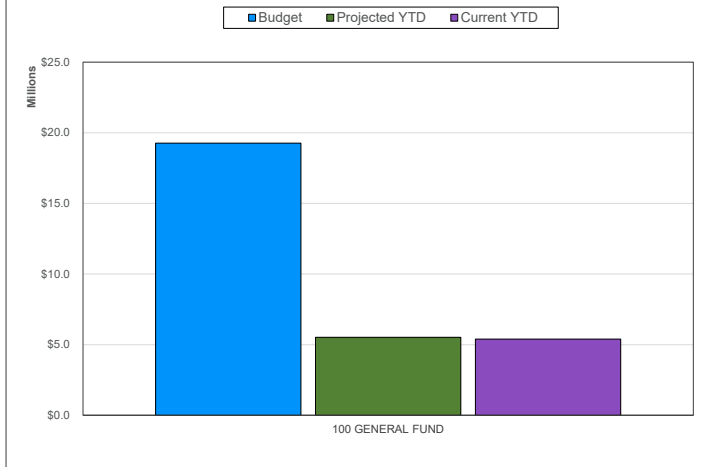
Top 10 General Fund Sources of Revenue (Year-to-Date)

State School Fund	\$5,252,381
Kings Valley Charter School Fees	\$47,237
Miscellaneous	\$32,187
County School Funds	\$16,241
Property Taxes	\$15,336
Interest On Investments	\$11,575
Medicaid Reimbursements	\$6,000
Fees Charged To Grants	\$4,434
Local Option Levy Taxes	\$3,732
Penalties And Interest On Taxes	\$1,837
Percent of Total Revenues Year-to-Date	99.96%

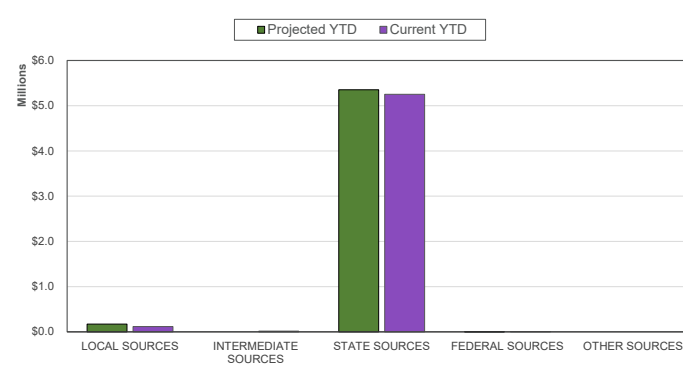
General Fund Revenue by Source | Prior YTD vs. Current YTD



Revenues by Fund | Budget / Projected YTD / Current YTD



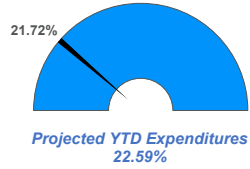
General Fund Revenue by Source | Projected YTD vs. Current YTD



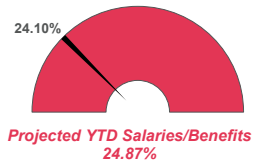
100 General Fund Expense Dashboard Summary

For the Period Ending October 31, 2021

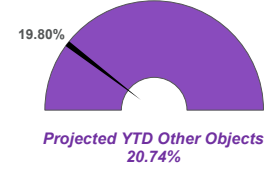
Actual YTD Expenditures



Actual YTD Salaries/Benefits



Actual YTD Other Objects

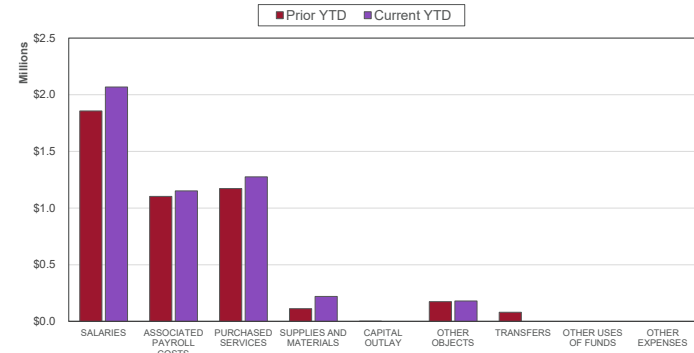


General Fund Expenditures

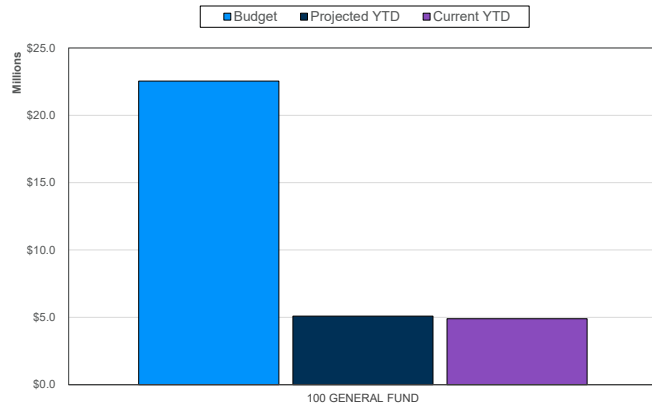
Top 10 General Fund Expenditures by Program (Year-to-Date)

Licensed Salaries	\$905,242
Kings Valley Charter School - ADM	\$662,196
Classified Salaries	\$425,919
Administrators	\$351,607
Medical Insurance	\$332,782
Public Employees Retirement System	\$315,206
Managerial - Classified	\$227,903
Kings Valley Charter School - Remote School Fees	\$186,426
Pers Bond 1	\$158,629
Social Security Administration	\$153,830
Percent of Total Expenditures Year-to-Date	75.98%

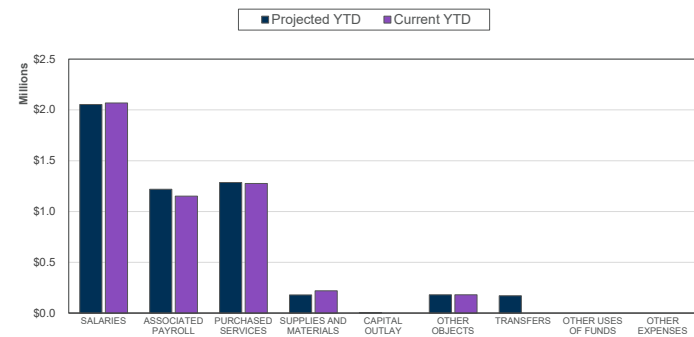
General Fund Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Projected YTD / Current YTD



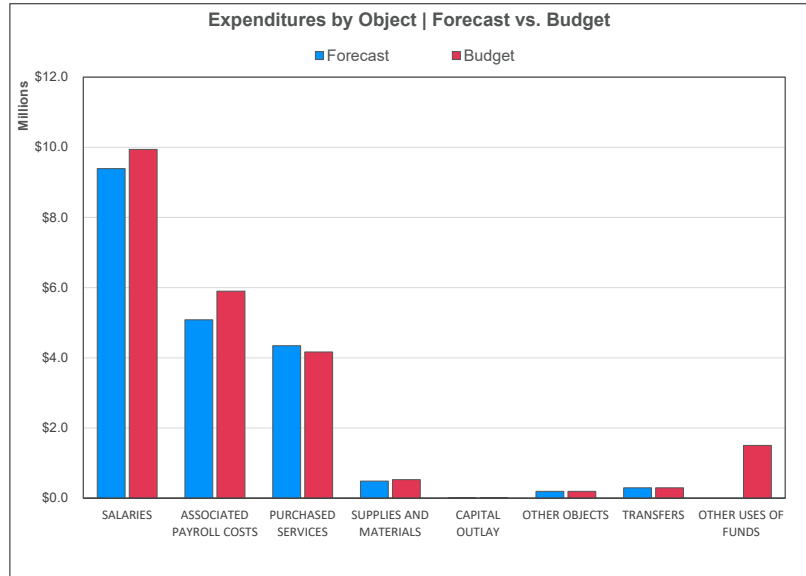
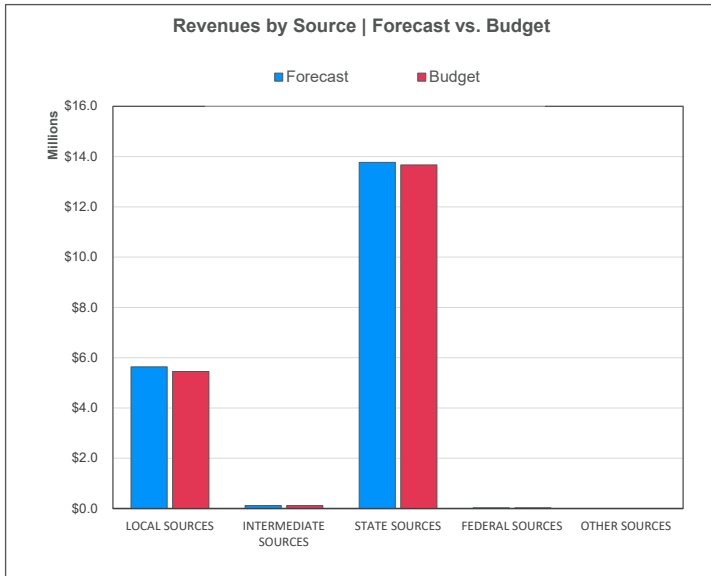
General Fund Expenditures by Object | Projected YTD vs. Current YTD



100 General Fund | Financial Projection by Object

For the Period Ending October 31, 2021

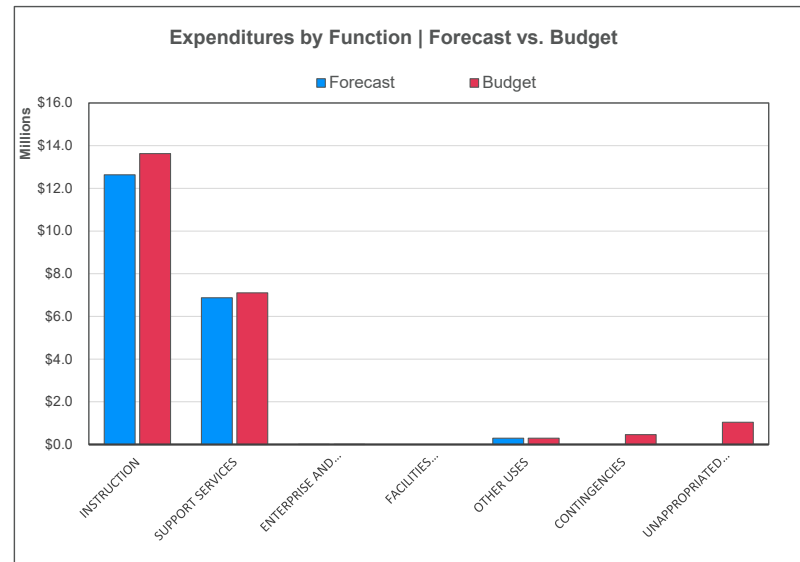
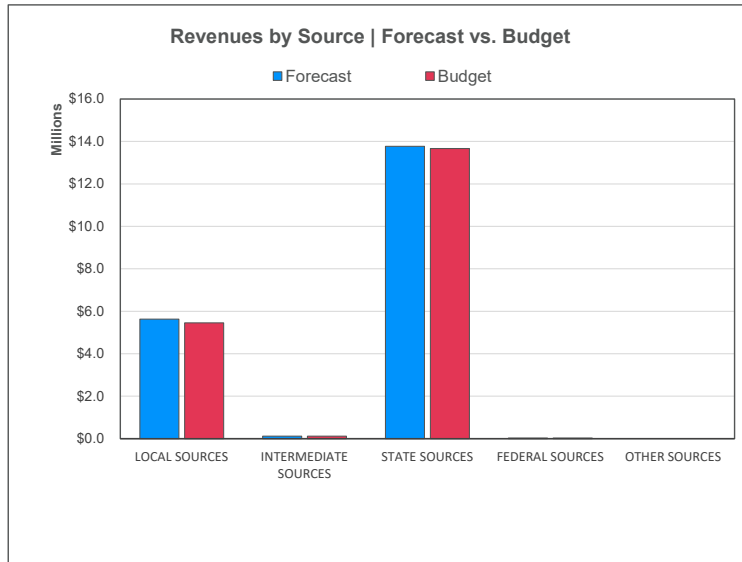
	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
Beginning Fund Balance	\$ 2,743,643	\$ -	\$ 2,510,693	\$ 2,510,693	\$ 3,267,000	\$ (756,307)
REVENUES						
Local Sources	110,950	117,879	5,515,751	5,633,630	5,451,964	181,666
Intermediate Sources	400	16,720	101,920	118,640	118,000	640
State Sources	5,299,409	5,252,381	8,516,861	13,769,242	13,670,867	98,375
Federal Sources	1,077	6,000	24,000	30,000	30,000	-
Other Sources	-	-	-	-	-	-
TOTAL REVENUE	\$ 5,411,837	\$ 5,392,980	\$ 14,158,532	\$ 19,551,512	\$ 19,270,831	\$ 280,681
EXPENDITURES						
Salaries	\$ 1,857,349	\$ 2,068,487	\$ 7,324,789	\$ 9,393,276	\$ 9,938,989	\$ 545,713
Associated Payroll Costs	1,102,531	1,151,594	3,931,181	5,082,775	5,901,691	818,916
Purchased Services	1,171,936	1,275,561	3,068,279	4,343,839	4,168,902	(174,937)
Supplies and Materials	111,754	219,801	267,549	487,349	526,076	38,727
Capital Outlay	856	-	6,585	6,585	11,300	4,715
Other Objects	173,574	180,394	13,662	194,056	193,172	(884)
Transfers	81,000	-	295,000	295,000	295,000	-
Other Uses of Funds	-	-	-	-	1,502,701	1,502,701
Other Expenses	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 4,498,999	\$ 4,895,837	\$ 14,907,045	\$ 19,802,882	\$ 22,537,831	\$ 2,734,949
SURPLUS / (DEFICIT)	\$ 912,838	\$ 497,143	\$ (748,513)	\$ (251,371)	\$ (3,267,000)	
ENDING FUND BALANCE				\$ 2,259,322		
PROJECTED AVAILABLE ENDING FUND BALANCE				\$ 756,621		



100 General Fund | Financial Projection by Function

For the Period Ending October 31, 2021

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
Beginning Fund Balance	\$ 2,743,643	\$ -	\$ 2,510,693	\$ 2,510,693	\$ 3,267,000	\$ (756,307)
REVENUES						
Local Sources	110,950	117,879	5,515,751	5,633,630	5,451,964	181,666
Intermediate Sources	400	16,720	101,920	118,640	118,000	640
State Sources	5,299,409	5,252,381	8,516,861	13,769,242	13,670,867	98,375
Federal Sources	1,077	6,000	24,000	30,000	30,000	-
Other Sources	-	-	-	-	-	-
TOTAL REVENUE	\$ 5,411,837	\$ 5,392,980	\$ 14,158,532	\$ 19,551,512	\$ 19,270,831	\$ 280,681
EXPENDITURES						
Instruction	\$ 2,644,198	\$ 2,750,222	\$ 9,882,108	\$ 12,632,330	\$ 13,630,978	\$ 998,648
Support Services	1,773,801	2,145,465	4,729,938	6,875,402	7,102,660	227,258
Enterprise and Community Services	-	150	0	150	6,492	6,342
Facilities Acquisition and Construction	-	-	-	-	-	-
Other Uses	81,000	-	295,000	295,000	295,000	-
Contingencies	-	-	-	-	458,185	458,185
Unappropriated Ending Fund Balance	-	-	-	-	1,044,516	1,044,516
TOTAL EXPENDITURES	\$ 4,498,999	\$ 4,895,837	\$ 14,907,045	\$ 19,802,882	\$ 22,537,831	\$ 2,734,949
SURPLUS / (DEFICIT)	\$ 912,838	\$ 497,143	\$ (748,513)	\$ (251,371)	\$ (3,267,000)	\$ 3,015,630
Projected Year End Fund Balance				\$ 2,259,322		
Projected Available Ending Fund Balance				\$ 756,621		



2021 / 2022 SCHOOL YEAR
ENROLLMENT FIGURES as of: November 18, 2021

District	CPS	PES	BL	PMS	PHS	Academy	Part Time	KVCS	Part Time	
Kindergarten	102	75	6			0	1	20		
1st	116	<u>86</u>	6			2	1	21		
2nd	87	68	4			6		9		
3rd	115	86	6			3		20		
4th	111	85	<u>1</u>			8		17		
5th	108	<u>90</u>				4		14		
6th	128			105		4		19		
7th	124			104		4		16		
8th	147			<u>122</u>		8	1	16		
9th	143				123	4	3	13		
10th	130				106	12	1	11		
11th	121				95	16	2	8 *		
12th	113				<u>75</u>	<u>27</u>	<u>2</u>	9		
Totals		<u>161</u>	<u>329</u>	<u>23</u>	<u>331</u>	<u>399</u>	<u>98</u>	<u>11</u>	<u>193</u>	<u>0</u>

TOTAL FULL-TIME ENROLLMENT - All Schools 1,534

Philomath School District 17J - 2021-2022 School Year -- Summary of Enrollment

School	09/16	10/21	11/18	12/16	01/20	02/17	03/17	04/21	05/19	06/16
CPS	159	161	161	0	0	0	0	0	0	0
PES	330	332	329	0	0	0	0	0	0	0
BL	23	22	23	0	0	0	0	0	0	0
PMS	331	331	331	0	0	0	0	0	0	0
PHS	435	411	399	0	0	0	0	0	0	0
Academy	91	93	98	0	0	0	0	0	0	0
KVCS	204	198	193	0	0	0	0	0	0	0
SubTotal	1,573	1,548	1,534	0	0	0	0	0	0	0
Part-time students	1	14	11	0	0	0	0	0	0	0
Total Enrollment	1,574	1,562	1,545	0	0	0	0	0	0	0

Philomath School District 17J - 2020-2021 School Year -- Summary of Enrollment

School	09/21	10/19	11/16	12/14	01/25	02/16	03/15	04/19	05/17	06/21
CPS	131	136	135	134	135	138	141	147	151	151
PES	299	299	306	308	307	314	327	332	332	333
BL	22	20	17	17	17	15	14	16	17	17
PMS	290	288	289	289	285	285	286	300	306	305
PHS	411	382	373	373	364	358	352	351	334	334
Academy	202	202	190	200	198	185	171	165	154	150
KVCS	206	204	204	202	199	201	199	198	198	199
SubTotal	1,561	1,531	1,514	1,523	1,505	1,496	1,490	1,509	1,492	1,489
Part-time students		53	55	54	61	60	61	66	76	76
Total Enrollment	1,561	1,584	1,569	1,577	1,566	1,556	1,551	1,575	1,568	1,565

Enrollment: 2020-21/enrollment/0920

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2021-2022

From: 10/1/2021 To: 10/31/2021

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
284.0000.9701.097.797.810 PES Food Pantry	12,930.75	100.00	(2,183.09)	10,847.66	(843.36)	10,004.30
284.0000.9701.097.797.811 PES BE KIND	47.11	.00	.00	47.11	.00	47.11
284.0000.9701.097.797.812 PES Blodgett	6,889.56	.00	2,409.06	9,298.62	.00	9,298.62
284.0000.9701.097.797.813 PES Blodgett Parent Club	2,559.06	.00	(2,559.06)	.00	.00	.00
284.0000.9701.097.797.815 CPS Donations	3,194.71	.00	.00	3,194.71	.00	3,194.71
284.0000.9701.097.797.816 PES Grants	4,219.03	.00	.00	4,219.03	.00	4,219.03
284.0000.9701.097.797.826 PES Field Trips	4,349.76	.00	(270.00)	4,079.76	.00	4,079.76
284.0000.9701.097.797.827 PES Library	2,294.26	.00	(22.95)	2,271.31	.00	2,271.31
284.0000.9701.097.797.828 PES Donations-Unrestricted	4,824.54	.00	(181.79)	4,642.75	.00	4,642.75
284.0000.9701.097.797.830 PES Music	(291.03)	113.00	.00	(178.03)	.00	(178.03)
284.0000.9701.097.797.838 PES Reading Enhancement	(31.77)	.00	.00	(31.77)	.00	(31.77)
284.0000.9701.097.797.840 PES School Enhancement	16.67	1.03	.00	17.70	.00	17.70
284.0000.9701.097.797.841 PES Science	(67.12)	.00	(43.79)	(110.91)	.00	(110.91)
284.0000.9701.097.797.842 PES Social Committee	720.85	180.00	.00	900.85	.00	900.85
284.0000.9701.097.797.845 PES Textbook Damage Fees	65.70	.00	.00	65.70	.00	65.70
284.0000.9701.097.797.847 PES Students in Need	193.37	.00	(154.20)	39.17	.00	39.17
284.0000.9701.097.797.849 CPS Students in Need	54.30	.00	.00	54.30	.00	54.30
284.0000.9701.097.797.850 PES School Supplies	1,315.82	.00	.00	1,315.82	.00	1,315.82
GRAND TOTALS	43,285.57	394.03	(3,005.82)	40,673.78	(843.36)	39,830.42

End of Report

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2021-2022

From: 10/1/2021 To: 10/31/2021

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
285.0000.9701.098.798.500 PMS Apparel	573.00	.00	.00	573.00	.00	573.00
285.0000.9701.098.798.501 PMS Art	901.99	(15.00)	.00	886.99	.00	886.99
285.0000.9701.098.798.502 PMS Athletics	3,805.96	.00	(42.27)	3,763.69	.00	3,763.69
285.0000.9701.098.798.503 PMS Band	5,853.45	.00	.00	5,853.45	.00	5,853.45
285.0000.9701.098.798.504 PMS Band Repair/Replace	1,572.76	.00	.00	1,572.76	.00	1,572.76
285.0000.9701.098.798.506 PMS Choir Beginning Balance	952.76	.00	.00	952.76	.00	952.76
285.0000.9701.098.798.508 PMS Drama	9,824.03	.00	.00	9,824.03	.00	9,824.03
285.0000.9701.098.798.510 PMS Library	568.36	.00	(374.99)	193.37	.00	193.37
285.0000.9701.098.798.511 PMS Life Skills	786.38	.00	.00	786.38	.00	786.38
285.0000.9701.098.798.512 PMS Lock Replacement	1,710.17	.00	.00	1,710.17	.00	1,710.17
285.0000.9701.098.798.515 PMS Outdoor School	23,404.21	.00	.00	23,404.21	.00	23,404.21
285.0000.9701.098.798.516 PMS Sports/Pay-to-Play	(90.00)	.00	.00	(90.00)	.00	(90.00)
285.0000.9701.098.798.518 PMS Reeds	(160.85)	.00	(179.64)	(340.49)	.00	(340.49)
285.0000.9701.098.798.519 PMS School Enhancement	1,935.74	2.48	.00	1,938.22	.00	1,938.22
285.0000.9701.098.798.520 PMS Science	12.14	.00	.00	12.14	.00	12.14
285.0000.9701.098.798.521 PMS Shop	1,621.95	(45.00)	.00	1,576.95	(300.00)	1,276.95
285.0000.9701.098.798.522 PMS Struxness - Helping Families	1,756.53	.00	(55.39)	1,701.14	55.39	1,756.53
285.0000.9701.098.798.523 PMS Student Body Fees	21,249.74	30.00	.00	21,279.74	.00	21,279.74
285.0000.9701.098.798.524 PMS Suspension Account	301.50	168.00	(107.25)	362.25	.00	362.25
285.0000.9701.098.798.525 PMS Technology	877.35	.00	.00	877.35	.00	877.35
285.0000.9701.098.798.527 PMS Textbook Damage/Replacement	171.77	.00	.00	171.77	.00	171.77
285.0000.9701.098.798.529 PMS Student Wellness	3,935.90	.00	.00	3,935.90	.00	3,935.90

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2021-2022

From: 10/1/2021 To: 10/31/2021

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Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
285.0000.9701.098.798.530 PMS Oregon Research Institute	4,946.25	.00	.00	4,946.25	.00	4,946.25
285.0000.9701.098.798.531 PMS Trip Club	225.08	.00	.00	225.08	.00	225.08
285.0000.9701.098.798.532 PMS Health/PE	1,404.05	.00	.00	1,404.05	.00	1,404.05
285.0000.9701.098.798.533 PMS Elective Rotation fee	.00	.00	.00	.00	.00	.00
285.0000.9701.098.798.534 PMS Battle of the Books	(65.00)	250.00	.00	185.00	.00	185.00
285.0000.9701.098.798.535 PMS School Supplies	2,836.09	.00	.00	2,836.09	.00	2,836.09
285.0000.9701.098.798.536 PMS Turkey Bingo	(328.82)	.00	.00	(328.82)	.00	(328.82)
285.0000.9701.098.798.537 PMS Fitness	797.87	.00	.00	797.87	.00	797.87
285.0000.9701.098.798.538 PMS Engineering	866.25	.00	.00	866.25	.00	866.25
GRAND TOTALS	92,246.61	390.48	(759.54)	91,877.55	(244.61)	91,632.94

End of Report

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2021-2022

From: 10/1/2021 To: 10/31/2021

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.000 Begining Fund Balance Student Activities	(302.41)	.00	.00	(302.41)	.00	(302.41)
286.0000.9701.099.799.600 PHS Over/Short	185.05	.00	.00	185.05	.00	185.05
286.0000.9701.099.799.601 PHS Adopt A Family	1,108.55	.00	.00	1,108.55	.00	1,108.55
286.0000.9701.099.799.603 PHS AP Testing	.84	.00	.00	.84	.00	.84
286.0000.9701.099.799.604 PHS Art	3,964.66	190.00	(408.81)	3,745.85	.00	3,745.85
286.0000.9701.099.799.606 PHS ASB	5,709.82	2,696.00	(1,977.58)	6,428.24	.00	6,428.24
286.0000.9701.099.799.607 PHS Athletic Officials	(8,908.17)	3,064.05	(627.65)	(6,471.77)	.00	(6,471.77)
286.0000.9701.099.799.610 PHS Athletic Supplies	(187.92)	.00	.00	(187.92)	.00	(187.92)
286.0000.9701.099.799.611 PHS Athletics	5,378.06	3,906.45	(587.31)	8,697.20	.00	8,697.20
286.0000.9701.099.799.612 PHS AV Technology	(278.51)	.00	.00	(278.51)	.00	(278.51)
286.0000.9701.099.799.613 PHS Baseball	5,351.22	70.00	(3,966.00)	1,455.22	3,966.00	5,421.22
286.0000.9701.099.799.616 PHS Botany	1,362.81	.00	.00	1,362.81	.00	1,362.81
286.0000.9701.099.799.617 PHS Boys Basketball	18,051.52	2,000.00	.00	20,051.52	.00	20,051.52
286.0000.9701.099.799.618 PHS Cheerleading	8,207.29	.00	(3,935.17)	4,272.12	3,510.00	7,782.12
286.0000.9701.099.799.619 PHS Cinematic Art Club	443.86	.00	.00	443.86	.00	443.86
286.0000.9701.099.799.620 PHS Community Service Club-G. Lake	455.11	.00	.00	455.11	.00	455.11
286.0000.9701.099.799.621 PHS Cross Country	4,087.91	1,200.00	(1,141.71)	4,146.20	.00	4,146.20
286.0000.9701.099.799.622 PHS Dance Team	6,870.84	1,140.00	(3,823.78)	4,187.06	1,266.78	5,453.84
286.0000.9701.099.799.624 PHS Special District Swim	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.625 PHS Donation	693.01	.00	.00	693.01	.00	693.01
286.0000.9701.099.799.627 PHS Driver Education	4,025.00	.00	(16.47)	4,008.53	.00	4,008.53
286.0000.9701.099.799.633 PHS First Team	7,647.47	1,600.00	(590.37)	8,657.10	.00	8,657.10

Benton County School District 17J

Student Activities Summary Report

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From: 10/1/2021 To: 10/31/2021

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Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.635 PHS Foods	3,411.99	350.00	(44.97)	3,717.02	.00	3,717.02
286.0000.9701.099.799.636 PHS Football	619.85	2,719.62	(1,155.76)	2,183.71	.00	2,183.71
286.0000.9701.099.799.637 PHS Forestry	11,940.52	350.00	(203.98)	12,086.54	(500.00)	11,586.54
286.0000.9701.099.799.638 PHS GED	8.17	.00	.00	8.17	.00	8.17
286.0000.9701.099.799.639 PHS German Class	599.13	.00	.00	599.13	.00	599.13
286.0000.9701.099.799.640 PHS Girls Basketball	5,426.62	2,000.00	.00	7,426.62	.00	7,426.62
286.0000.9701.099.799.641 PHS Health Occ/Anatomy	86.96	.00	.00	86.96	.00	86.96
286.0000.9701.099.799.642 PHS Green Team	160.04	.00	.00	160.04	.00	160.04
286.0000.9701.099.799.644 PHS Life Skills	416.94	.00	.00	416.94	.00	416.94
286.0000.9701.099.799.645 PHS Library	569.33	.00	.00	569.33	.00	569.33
286.0000.9701.099.799.646 PHS Lifeguard	378.92	.00	.00	378.92	.00	378.92
286.0000.9701.099.799.647 PHS Link Crew	1,187.99	.00	.00	1,187.99	.00	1,187.99
286.0000.9701.099.799.649 PHS Manufacturing Technology	8,585.18	235.00	(169.91)	8,650.27	.00	8,650.27
286.0000.9701.099.799.652 PHS Misc Books	428.73	.00	.00	428.73	.00	428.73
286.0000.9701.099.799.653 PHS Music Band	1,651.83	.00	.00	1,651.83	.00	1,651.83
286.0000.9701.099.799.654 PHS Music Choir	(414.48)	.00	.00	(414.48)	.00	(414.48)
286.0000.9701.099.799.655 PHS Music Tour	11,375.09	1,545.00	.00	12,920.09	.00	12,920.09
286.0000.9701.099.799.656 PHS National Honor Society	2,378.95	.00	.00	2,378.95	.00	2,378.95
286.0000.9701.099.799.659 PHS Parking/Student Safety	697.43	.00	.00	697.43	.00	697.43
286.0000.9701.099.799.660 PHS PE Fees	294.59	.00	.00	294.59	.00	294.59
286.0000.9701.099.799.661 PHS Peer Counseling	576.24	.00	.00	576.24	.00	576.24
286.0000.9701.099.799.664 PHS PHS Pay to Play	677.50	205.00	.00	882.50	.00	882.50

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2021-2022

From: 10/1/2021 To: 10/31/2021

Print Detail

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Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.665 PHS Preschool	4,685.82	100.00	(742.60)	4,043.22	.00	4,043.22
286.0000.9701.099.799.666 PHS Prom	2,448.93	25.00	.00	2,473.93	.00	2,473.93
286.0000.9701.099.799.667 PHS PSAT Fee Collections	671.81	.00	.00	671.81	.00	671.81
286.0000.9701.099.799.670 PHS Scholarship	200.27	.17	.00	200.44	.00	200.44
286.0000.9701.099.799.672 PHS Scholarship - Steve Moos	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.673 PHS Scholarship - Xerxes Das	263.55	.00	.00	263.55	.00	263.55
286.0000.9701.099.799.674 PHS School Enhancement	4,679.14	1,128.37	.00	5,807.51	.00	5,807.51
286.0000.9701.099.799.675 PHS School of Business	3,672.05	.00	(389.47)	3,282.58	.00	3,282.58
286.0000.9701.099.799.676 PHS Science	169.40	.00	.00	169.40	.00	169.40
286.0000.9701.099.799.678 PHS Soccer Boys	1,885.91	540.00	.00	2,425.91	(793.45)	1,632.46
286.0000.9701.099.799.679 PHS Soccer Girls	1,877.67	.00	(931.00)	946.67	894.00	1,840.67
286.0000.9701.099.799.680 PHS Softball	9,998.73	.00	.00	9,998.73	.00	9,998.73
286.0000.9701.099.799.681 PHS Spanish Class	1,656.40	.00	.00	1,656.40	.00	1,656.40
286.0000.9701.099.799.682 PHS Youth Transition Program	1,272.71	.00	(29.50)	1,243.21	.00	1,243.21
286.0000.9701.099.799.683 PHS Standard PE	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.684 PHS Student Body Fee	7,060.00	600.00	(7,400.00)	260.00	.00	260.00
286.0000.9701.099.799.686 PHS Swim Team	925.24	.00	.00	925.24	.00	925.24
286.0000.9701.099.799.687 PHS Tennis	10,250.45	.00	.00	10,250.45	.00	10,250.45
286.0000.9701.099.799.689 PHS Theatre	552.21	.00	.00	552.21	.00	552.21
286.0000.9701.099.799.690 PHS Track	1,824.66	.00	.00	1,824.66	.00	1,824.66
286.0000.9701.099.799.691 PHS ASB Leadership Camp	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.693 PHS Volleyball	4,823.28	.00	(973.82)	3,849.46	(226.56)	3,622.90

Benton County School District 17J

Student Activities Summary Report

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Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.695 PHS Warrior Wellness	1,928.38	.00	(313.10)	1,615.28	.00	1,615.28
286.0000.9701.099.799.696 PHS Wrestling	1,440.89	.00	(450.00)	990.89	.00	990.89
286.0000.9701.099.799.697 PHS Yearbook	41,027.53	1,095.00	(202.75)	41,919.78	.00	41,919.78
286.0000.9701.099.799.698 PHS Lagestee PTP Waiver Scholarship	4,194.03	.00	.00	4,194.03	.00	4,194.03
286.0000.9701.099.799.700 PHS Mr. PHS	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.704 PHS Booster Club Donation	451.89	.00	.00	451.89	.00	451.89
286.0000.9701.099.799.705 HS Student Transcript Fees	799.61	15.00	.00	814.61	.00	814.61
GRAND TOTALS	223,684.09	26,774.66	(30,081.71)	220,377.04	8,116.77	228,493.81

End of Report

CANDIDATE QUESTIONNAIRE

OSBA Legislative Policy Committee

Name: Sarah Finger McDonald

Region: Linn/Benton/Lincoln

District/ESD/CC: Corvallis 509J

Position #: 10

I certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.



Name

Sept. 25, 2021

Date

Be brief; please limit your responses to 50 words per question.

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

- Serve as a voice for boards in my region to shape the legislative priorities and agenda of the OSBA.
- build on my relationship with members of the legislature to advocate for Oregon's students and public schools and ensure we have the long term support and resources we need.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

I make connections and lead from behind to create opportunities for involvement and advocacy.

Example = Several local organizations were concerned about an issue. I brought the groups together and arranged for Rep. DeFazio's staff member to meet with us in Corvallis and hear the concerns of a diverse group.

3. What do you see as the two most challenging legislative issues faced by OSBA?

1. Ensuring schools have the support needed to continue providing for our students' education and well-being during and after the pandemic
2. When political divisions are contentious and heightened by the pandemic, keeping the focus on equitable, student centered legislation that builds learning opportunities and prepares students to thrive and contribute to society

4. What do you see as the two most challenging legislative issues faced by your region?

The challenges to our region are similar to the challenges to OSBA. Our schools need the resources to respond efficiently and effectively to the long term challenge of the pandemic. Political divisions among and within districts in our region distract from our focus on equitably serving and educating all of our children.

5. What is your plan for communicating with boards in your region about legislative issues?

I have built an email list for our member boards and will share updates, issues, and advocacy opportunities with board members.

Deadline: October 1, 2021, 5 p.m.

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Legislative Policy Committee

Name: Sarah Finger McDonald Date: 9/13/21

Address: 1600 NW Arthur Ave

City / ZIP: Corvallis / 97330

Business phone: 541 908 3756

Residence phone: _____

Cell phone: 541 908 3756

E-mail: sarah.fingermcdonald@corvallis.k12.or.us

District/ESD/CC: Corvalis 509J

Term expires: Dec. 31, 2021 Years on board: 2

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot).
A high-resolution digital photo is preferred but a print is acceptable.
E-mail to OSBAelections@osba.org,
or mail to: Oregon School Boards
Association, 1201 Court St NE, #400,
Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

OSBA Legislative Policy Committee
Corvallis 509J School Board, Vice Chair
Corvallis 509J Redistricting Committee, liason for the school board
Corvallis 509J Special Education Advisory Committee, liason for the school board

Other education board positions held/dates:

Linn, Benton, Lincoln ESD Budget Committee - 2017 - current
Garfield Elementary School PTA , vice president - 2015-2016

Occupation (Include at least the past five years):

Employers:

Academic Advisor, OSU, Dept. of Horticulture

Dates:

2015-current

Schools attended (Include official name of school, where and when):

High school: Yorktown HS, Arlington, VA, graduated 1990

College:

Degrees earned:

BS in Biology, Univ. of Notre Dame, 1994
MS in Horticulture, Virginia Tech, 2000
PhD in Horticulture, Oregon State Univ., 2007

Education honors and/or awards:

ARCO Swallow Research Fellowship

Other applicable training or education:

Social Justice Education Initiative training
Black Minds Matter
Courageous Conversations
Legislative advocacy training

As part of Corvallis board -
Chalkboard - school board training in the
development of transformative policy
OSBA Promise Scholarship training
Diane Efseaff Memorial Scholarship Program

Activities, other state and local community services:

Precinct Committee Person
Neighborhood Leader Program

Hobbies/special interests:

Reading
Kayaking & paddle boarding
Knitting

Business/professional/civic group memberships; offices held and dates:

NCADA = professional association for academic advisors

Additional comments:

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

NOMINATION FORM

OSBA LEGISLATIVE POLICY COMMITTEE (LPC)

REGIONAL MEMBER

Date September 10, 2021

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

**Nominations are due by 5 pm,
October 1, 2021.**

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

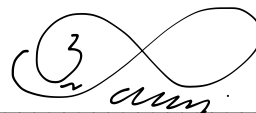
Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Legislative Policy Committee for the Linn/Benton/Lincoln Region, Position #10.

LPC CANDIDATE INFORMATION

Name: Sarah Finger McDonald
District: Corvallis School District 509J_
Address: 1600 NW Arthur Avenue
City: Corvallis, OR 97330
E-mail: sarah.fingermcdonald@corvallis.k12.or.us
Phone: 541-908-3756

This nomination was approved by official action of our board of directors at a duly called meeting on September 9, 2021.



(Board Chair signature)

Board Chair name: Sami Al-Abdrabbuh
District: Corvallis School District 509J
Address: 1555 SW 35th Street
Corvallis, OR 97333


CANDIDATE QUESTIONNAIRE

OSBA Board of Directors

Name: Jeff Davis Region: Linn/Benton/Lincoln

District/ESD/CC: Alesea School District 7J Position #: 10

I certify that if elected I will faithfully serve as a member of the OSBA Board of Directors. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.


Name

9/30/21
Date

Be brief; please limit your responses to 50 words per question.

1. Describe in your own words the mission and goals of OSBA.

To support both local and state boards to promote safe and healthy learning environments for all Oregon students, ensuring that equitable learning is assessable by all. It is this governing body's general goal, to do what is best for all students to have equal quality education without diminishing the availability of local funding.

2. What do you want to accomplish by serving on the OSBA board of directors?

To bring a fresh voice and perspective that responds to all school's needs, regardless of funds and classification. I want to help this board think outside the box and see current issues from new angles.

3. What leadership skills do you believe you bring to the board of directors? Give an example of a situation in which you demonstrated these skills.

I will bring integrity, tenacious work ethic, decisiveness, problem-solving skills, and strategic thinking. I have used these skills and more to move a 6-ton killer whale named Keiko to Iceland. During this process, if it wasn't for my decisiveness, strategic thinking, and problem-solving skills there would have been a televised national tragedy.

4. What do you see as the two most challenging issues faced by OSBA?

Helping local school boards during these times of extreme ideologies and division. Balancing local control needs with our higher duty of collective responsibility.

5. What do you see as the two most challenging issues faced by your region?

The Linn/Benton/Lincoln region has a great mixture of both rural and urban communities. Finding an equitable balance to meet the needs (i.e., transportation, internet access, and essentials) of these communities and provide access to learning opportunities can be challenging.

6. What is your plan for communicating with boards in your region?

Clear and concise communication is paramount to creating an open dialogue and trust with local school boards. I plan on attending in-person and virtual board meetings to make sure I understand the biggest issues being faced by my peers. I intend to make myself reachable by phone, text, email, and face-to-face meetings (when appropriate) to relay and hear any information or concerns.

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Board of Directors

Name: Jeff Davis Date: 9/29/2021

Address: 18756 Haines Rd

City / ZIP: Alsea 97324

Business phone: _____

Residence phone: 541-487-4480

Cell phone: 541-207-2496

E-mail: jeff.davis@alsea.k12.or.us

District/ESD/CC: Alsea School District 7J

Term expires: 2023 Years on board: 6

Deadline: October 1, 2021, 5 pm
Please send your picture (head shot). A high-resolution digital photo is preferred but a print is acceptable.
E-mail to: OSBAelections@osba.org
or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

Other education board positions held/dates:

Vice Chair July 2021 - Present

Occupation (Include at least the past five years):

Employers:

Pacific Cast Technologies
Albany OR 97321

Dates:

December 2010 - July 2021

Schools attended (Include official name of school, where and when):

High school: Alsea High School, Alsea OR, 1992 - 1996

College:

Degrees earned:

Education honors and/or awards:

Other applicable training or education:

Green Belt and Black Belt training for continuous improvement

Activities, other state and local community services:

Volunteer Transportation Operator for the Philomath Food Bank

Volunteer Football Coach for Alsea Middle School

Hobbies/special interests:

Sustainable living enthusiast, small organic farmer, bush craft practitioner

Business/professional/civic group memberships; offices held and dates:

Additional comments:

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

**NOMINATION FORM
OSBA BOARD OF DIRECTORS
REGIONAL MEMBER**

Date: 9/9/2021

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

**Nominations are due by 5 pm,
October 1, 2021**

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

Dear Scott Rogers:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the
Linn/Benton/Lincoln Region, Position # 10.

BOARD CANDIDATE INFORMATION

Name: Jeff Davis
District/ESD/Community College: Alsea School District 7J
Address: 301 South 3rd
City: Alsea Oregon ZIP: 97324
E-mail: Jeff.davis@alsea.k12.or.us Phone: (541) 207-2496

This nomination was approved by official action of our board of directors at a duly called meeting on
9/9/2021
(date)

Ronald J Koetz
(Board Chair signature)
Board Chair name: Ronald J. Koetz
District: 7J ALSea
Address: 301 south 3rd
City: ALsea, Oregon ZIP: 97324



Dedicated to improving student success and education equity through
advocacy, leadership and service
to Oregon public school boards.

2021 OSBA Election

* Board of Directors Position 10

Vote

Jeff Davis, Alsea 7

* LPC Position 10

Vote

Sarah Finger McDonald, Corvallis 509J

* Type the name of the district, ESD, or community college board that officially made this vote.

* Type the meeting date when the board officially made this vote.

* Type your name and title.

To retain a record of your vote, you **MUST** print this page before clicking the Done button.

Done

MEMORANDUM OF UNDERSTANDING
REGARDING MANDATORY COVID-19 VACCINATION POLICY

The Philomath School District #17J (District) and the Oregon School Employees Association Philomath Chapter 64 (Association) are parties to a collective bargaining agreement. In recognition of the vaccination mandate issued by the Governor on August 19, 2021 and the Oregon Health Authority (OHA) Temporary Administrative Order PH 39-2021 effective August 25, 2021 through February 20, 2022 and Oregon Administrative Rule (OAR) 333-019-1030, the parties agree that the following terms and conditions shall apply to the District's policy requiring that classified employees receive a vaccination for COVID-19 or a religious or medical exception in lieu of vaccination.

1. Classified employees shall be required to submit either of the following to the District on or before October 18, 2021 (a) proof of vaccination or (b) documentation establishing a medical or religious exception from vaccination. Employees who have begun their immunization process but have not completed it by October 18, 2021 shall be placed on unpaid administrative leave to conclude by November 5, 2021 so that full immunization status can be achieved; and once full immunization is achieved no later than November 5, 2021, the employee shall return to their former position.
2. Effective October 19, 2021 the District shall not continue to employ classified employees working directly or indirectly with students who are not fully vaccinated or have not received a religious or medical exception.
3. The District will meet with all employees approved for an exception to establish reasonable assurance of safety by way of additional safety protocols determined by an interactive meeting between the employee and the District so that contracting or spreading of COVID-19 to others at the worksite is minimized.
4. "Proof of Vaccination" shall include any of the following documentation that establishes that the employee has received both doses of a two-dose COVID-19 vaccine or one dose of a single-dose COVID-19 vaccine: documentation provided by a tribal, federal, state or local government, or a health care provider, that includes an individual's name, date of birth, type of COVID-19 vaccination given, date or dates given, depending on whether it is a one-dose or two-dose vaccine, and the name/location of the health care provider or site where the vaccine was administered. Documentation may include but is not limited to a copy or digital picture of the vaccination record card, or a print-out from the Oregon Health Authority's (OHA) immunization registry.
5. An employee is "fully vaccinated" when they have received both doses of a two-dose COVID-19 vaccine and an additional fourteen (14) days have passed or a single-dose COVID-19 vaccine and an additional fourteen (14) days have passed.

6. "Documentation establishing a religious exception" shall require the use of the OHA form completed by the employee detailing the employee's religious basis for objecting to the COVID-19 vaccination. After review of the documentation submitted by the employee, the District may request additional documentation, if needed, to establish the employee's religious exception.
7. "Documentation establishing medical exception" shall require the use of the OHA form completed by the employee and a medical care provider indicating that the employee has a medical condition and that the employee should not receive a COVID-19 vaccine due to medical contraindications.
8. Employees who provide the District with documentation establishing a medical or religious exception from vaccination shall be entitled to an interactive meeting with the District, and if they request, their union representative. During the interactive meeting, the parties shall discuss reasonable accommodations that may permit the employee to continue working for the District without receiving a COVID-19 vaccination. Reasonable accommodations shall be made on a case-by-case basis and depend on several factors, including but not limited to: the nature of the employee's job duties, the ability to maintain a safe work environment, protective measures that may prevent transmission of the coronavirus (such as additional PPE/masking requirements, temperature checks, weekly testing), job relocation and restructuring (including telework options), social distancing, and any undue burden such accommodations pose on the District.
 - a) Initial accommodation will require unvaccinated employees to sign-up for weekly COVID-19 testing at no cost to the employees. Provided through Willamette Valley Toxicology (WVT), testing can be completed at home or privately at the worksite and submitted to a drop-box at the designated district location(s). Alternative types of testing may be available upon request, and if this must be done at WVT then this will be accomplished on the employee's own time.
 - b) Additional accommodations to be discussed for consideration may include, however not be limited to:
 - i) Use of a fitted N-95 or KN-95 (if N-95 are not available) mask;
 - ii) Use of double masking (cloth over surgical);
 - iii) Additional physical distancing;
 - iv) Isolated work site.; or
 - v) Long-term leave, to conclude by June 30, 2022 as provided in Section 9 below.
9. Classified employees who fail to submit proof of vaccination or documentation establishing a medical or religious exception, and employees who establish a medical or religious exception but for whom the District is unable to provide another reasonable accommodation by October 18, 2021 shall receive notice of a long-term leave from October 19, 2021 to conclude on June 30, 2022. This long-term leave shall first be covered by their available paid leave/vacation balances (at the employee's discretion of how much to use) and followed by unpaid leave, or the employee may decline the unpaid leave and instead receive a non-disciplinary termination effective October 19, 2021.

Should an employee become fully vaccinated during such a leave of absence, they may request an earlier return to work date. At the end of the work year on June 30, 2022, if the current vaccination mandate and/or the district policy is still in place then the leave shall end and the employee shall receive a non-disciplinary termination on June 30, 2022.

The Association hereby agrees that it will not file a grievance or take any other legal action against the District on behalf of any employee whose employment is terminated pursuant to this provision and in accordance with the terms of this MOU.

10. Upon execution of this MOU by all parties, the District shall make available to all employees a total of up to three (3) workdays of additional district-provided paid leave, as described below in 11.a-d. to be used retroactively to September 1, 2021 prior to the use of any other leave types should the employee miss work due to:
 - a. An appointment to receive a COVID-19 vaccination - up to two hours
 - b. Illness due to receiving a COVID-19 vaccination - up to two workdays
 - c. Illness and isolation workdays for employees who contract COVID-19 due to a workplace contact traced exposure, and including any unpaid workdays leading up to Workers Compensation benefits being awarded due to COVID-19 illness – up to three (3) workdays
 - d. A period of quarantine that prevents the employee from working due to workplace contact traced exposure when teleworking options are not available, if quarantine is recommended by a health care professional – up to three (3) workdays.

The District shall provide written notification to all classified employees of their ability to access up to three (3) additional district-provided paid workdays total in the 2021-2022 school year related to COVID-19 vaccination and COVID-19 quarantine or isolation due to workplace contact traced exposure in accordance with Section 11 a-d of this MOU.

11. For employees who experience a quarantine period due to workplace exposure, the District shall offer teleworking options to the extent such work is available. Presently, employees who are vaccinated and exposed to COVID-19 do not need to observe a quarantine period unless they experience COVID-19 symptoms at which time they will be required to isolate.
12. Employees who become ill from COVID-19 (vaccinated or unvaccinated) shall be required to isolate and the District shall advise them to submit a Worker's Compensation claim if the employees reasonably believe that their illness was contracted at the worksite. The decision to award or deny Workers Compensation benefits shall be determined by the Workers Compensation carrier.
13. To facilitate the vaccination of classified employees at no cost to the employees, where feasible the District shall host a vaccination clinic(s), provided by a third-party vaccination provider that shall provide vaccinations to classified employees at a centrally-located District work site. If this is not feasible, the District shall provide information and proper notice to employees about locally available immunization sites and times of vaccination that are at no cost to employees.

The District shall ensure that proper notice is provided to all classified employees of their ability to receive a vaccine at the District work site, or at another location at no cost to the employee. The District further agrees that employees shall be permitted to receive vaccines at the District work site (if they are available) or at another site during their workday and that the District shall facilitate scheduling and work site coverage as needed to ensure employees are able to do so. Because an on-site third-party vaccination provider may ask screening questions that elicit protected medical information, the District shall not have access to the documentation that is used or received by the third-party provider, except for proof of vaccination submitted by an employee, as provided in this MOU.

14. The District shall treat any documentation that is received from employees to establish proof of vaccination or medical/religious exception as confidential medical information. The District shall implement processes that ensure the confidentiality of such documentation, including but not limited to: the safe and confidential storage of such documentation; training staff who receive the documentation on confidentiality; limiting access to such documentation; and preventing the dissemination of such documents.
15. It is a joint responsibility of the parties to maintain a safe work site. Employees shall not report to work with symptoms of illness, and the District will not allow an employee to remain at work should they develop symptoms of illness.
16. Employees shall report a positive COVID-19 test result to the District in a timely manner in order to help mitigate the spread of the virus. The District shall treat the information as confidential medical information.
17. The District shall follow any guidance provided by the CDC and state/local public health authorities for notifying employees who may have been exposed to COVID-19, and provide a general notification to employees at the worksite where a case was reported.
18. Employees shall be required to wear face coverings when inside any District building and during any District event or activity. The District shall provide all classified employees with access to the following personal protective equipment (PPE): (a) disposable face masks; (b) hand sanitizer; (c) gloves; (d) disposable gowns; and (e) face shields. Additional PPE items may be requested by an employee and provided by the District to enhance worker safety.
19. Disputes regarding the interpretation or application of this MOU shall be resolved pursuant to the grievance procedure.
20. This MOU shall be executed upon the signatures of the parties and ratification by chapter members, and it shall expire on June 30, 2022. If OHA should extend the current temporary administrative order, these provisions will continue status quo. If OHA makes changes to the temporary administrative order that further impacts working conditions, then both parties agree to renegotiate the terms of this MOU. This MOU may be reopened upon mutual agreement of both parties.

FOR THE ASSOCIATION:

FOR THE DISTRICT:

OSEA Chapter President Date

District Representative Date

OSEA Field Representative Date

District Representative Date



Philomath School District 17J

Benton County School District No. 17J, 1620 Applegate Street Philomath OR 97370 (541) 929-3169

Memorandum of Understanding Between Philomath School District 17J And Philomath Education Association

This Memorandum of Understanding (MOU) is entered into by and between the Philomath School District 17J ("District") and the Philomath Education Association ("Association").

The Philomath School District has secured surveillance video equipment for purposes of monitoring school safety and security. When issues of school safety or security require that video footage needs to be viewed, school administrative staff will be responsible for reviewing that footage.

Information derived from electronic surveillance will not be used for purposes of staff supervision and/or evaluation and does not exist for such purpose.

This MOU does not preclude the District from investigating a claim of potential employee misconduct if such an investigation is prompted by a review of the electronic surveillance for a bona fide school safety or security need. In such instances, the bargaining unit member and their PEA representative (if applicable) shall be provided a copy of the video footage at the onset of the investigation.

Prior to the utilization of the surveillance video equipment at a worksite, bargaining unit members shall be informed of the location and purpose of such equipment by their building principal.

This Memorandum is intended to exist concurrently with the parties' collective bargaining agreement. It has no individual expiration date and remains in full force and effect unless amended in writing by the parties.

Len Cerny, PEA President

Susan Halliday, PSD Superintendent

Philomath School District 17J

Code: AC
Adopted: 11/15/10
Revised/Readopted: 10/18/18
Orig. Code: AC

Nondiscrimination

The district prohibits discrimination ~~shall promote nondiscrimination~~ and ~~an environment free of~~ harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race¹, color, religion, sex, sexual orientation², gender identity, national or ethnic origin, marital status, age, ~~or~~ mental or physical disability, pregnancy, familial status, economic status, or veterans' ~~veteran's~~ status, or because of the perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, ~~or~~ mental or physical disability, pregnancy, familial status, economic status, or veterans' ~~veteran's~~ status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student ~~assignment~~ assignments to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

The Board encourages staff to improve human relations within the schools, to respect all individuals and to establish channels through which patrons can communicate their concerns to the administration and the Board.

The superintendent shall appoint ~~and make known the~~ individuals at the district to contact on issues concerning the Americans with Disabilities Act ~~of 1990~~ and Americans with Disabilities Act Amendments Act ~~of 2008~~ (ADA), Section 504 of the Rehabilitation Act, Titles ~~of 1973, Title VI and, Title VII~~ of the Civil Rights Act, Title IX of the Education Amendments, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers³. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, ~~and~~ employees and the public, and such ~~Such~~ procedures will be available at the district's administrative office and available on the home page of the district's website.

The district prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating,

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

² "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated with the individual's sex at birth.

³ Districts are required to notify students and employees of the name, office address and telephone number of the employee or employees appointed.

threatening or interfering with an individual for exercising any the rights guaranteed under state and federal law.

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 659A.006	ORS 659A.409
ORS 192.630	ORS 659A.009	OAR 581-002-0001 – 002-0005
ORS 326.051(1)(e)	ORS 659A.029	OAR 581-021-0045
ORS 408.230	ORS 659A.030	OAR 581-021-0046
ORS 659.805	ORS 659A.040	OAR 581-021-0047
ORS 659.815	ORS 659A.103 - 659A.145	OAR 581-022-2310
ORS 659.850 - 659.860	ORS 659A.230 - 659A.233	OAR 581-022-2370
ORS 659.865	ORS 659A.236	OAR 839-003
ORS 659A.001	ORS 659A.309	
ORS 659A.003	ORS 659A.321	

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (2018); 29 C.F.R Part 1626 (2019).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018); 29 C.F.R. § 1601 (2019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018); 29 C.F.R. Part 1635 (2019).

House Bill 2935 (2021).

House Bill 3041 (2021).

Cross Reference(s):

ACA - Americans with Disabilities Act

GBA - Equal Employment Opportunity

JB - Equal Educational Opportunity

Philomath School District 17J

Code: AC-AR
Revised/Reviewed: 11/17/05; 10/18/18
Orig. Code: AC-AR

Discrimination or Harassment Complaint Procedure

Complaints regarding discrimination or harassment, on any basis protected by law, shall be processed in accordance with the following procedures:

- Step 1 Complaints may be oral or in writing~~written~~ and must be filed with the building principal. The building principal shall investigate and determine the action to be taken, if any, and reply in writing, to the complainant within 10 school days of receipt of the complaint.
- Step 2 If the complainant wishes to appeal the decision of the principal, the complainant, ~~he/she~~ may submit a written appeal to the superintendent within five school days after receipt of the building principal's response to the complaint. The superintendent shall review the principal's decision within ~~five~~ school days and may meet with all parties involved. The superintendent will review the merits of the complaint and the principal's decision. The superintendent will ~~and~~ respond in writing to the complainant within 10 school days.
- Step 3 If the complainant is not satisfied with the decision of the superintendent, a written appeal may be filed with the Board within five school days of receipt of the superintendent's response to Step 2. The Board may decide to hear or deny the request for appeal at a Board meeting. If the Board decides to hear the appeal, ~~the~~ Board may meet with the concerned parties and their representative at the next regular or special Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing or electronic form within 10 days of this meeting.

If the principal is the subject of the complaint, the individual may start at ~~Step~~ step 2 and should file a complaint with the superintendent. If the superintendent is the subject of the complaint, the complaint may start at ~~Step~~ step 3 and should be referred to the Board chair, ~~on behalf of the Board~~. The Board may refer the investigation to a third party.

Complaints against the Board as a whole or against an individual Board member, may start at ~~Step~~ step 3 and should be submitted~~made~~ to the Board chair and may be referred to district counsel. Complaints against the Board chair may start at ~~Step~~ step 3 and be referred~~made~~ directly to the Board vice chair.

The timelines established in each step of this procedure may be extended upon mutual consent of the district and the complainant in writing, but will not be longer than 30 days from the date of the submission of the complaint at any step. The overall timeline of this complaint procedure may be extended beyond 90 days from the initial filing of the complaint upon written mutual consent of the district and the complainant.

The complainant, if ~~Timelines may be extended based upon mutual consent of both parties in writing.~~

Commented [LE1]:

Commented [LE2]: Keep the bracketed language

Commented [LE3]: Keep the bracketed language and all of the shaded language

If the complainant, is a person who resides in the district, is a parent or guardian of a student who attends school in the district or is a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initialing filing of the complaint, or 90 days, whichever occurs first, he/she may appeal¹ the district's final decision in writing to the Deputy Superintendent of Public Instruction under Oregon Administrative Rule (OAR) ~~581-021-0049~~ 581-002-0001 to 581-002-0023.

Charter Schools of which the District Board is a Sponsor

[The district Board, [through its charter agreement with [name of charter school sponsored by the district board]] [through a board resolution] [through this administrative regulation], will review an appeal of a decision reached by the Board of [name of public charter school] on a complaint alleging violation of Oregon Revised Statute (ORS) 659.850 or Oregon Administrative Rule (OAR) 581-021-0045 or 581-021-0046 (Discrimination). A complainant may appeal will submit such appeal to the [superintendent] [Board chair] on behalf of the district Board within [30] days of receipt of the decision from the public charter school board. A final decision reached by this district Board may be appealed to the Oregon Department of Education under OAR 581-002-0001 - 581-002-0023.]

OR

[The district Board, [through its charter agreement with [name of public charter school sponsored by the district board]] [through a board resolution] [through this administrative regulation], will not review an appeal of a decision reached by the Board of the [name of public charter school] on a complaint alleging a violation of Oregon Revised Statute (ORS) 659.850 or Oregon Administrative Rule (OAR) 581-021-0045 or 581-021-0046 (Discrimination), for which the district Board has jurisdiction, and recognizes a decision reached by the Board of [name of public charter school] as the district Board's final decision. A final decision reached by this district Board may be appealed to the Oregon Department of Education under OAR 581-002-0001 - 581-002-0023.]

Commented [LE4]: Use this option. Bracketed language will be clarified after KVCS weighs in.

¹ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

DISCRIMINATION COMPLAINT FORM

Name of Person Filing Complaint _____ Date _____ School or Activity _____
Student/Parent Employee ~~Nonemployee~~ (Job applicant) Other _____

Type of discrimination:

- ~~Race~~ Race
- ~~Color~~ Color
- ~~Religion~~ Religion
- ~~Sex~~ Sex
- ~~National or ethnic origin~~ National or ethnic origin ~~Disability~~ Disability
- Gender identity
- Mental or physical disability
- ~~Marital status~~ Marital status
- Familial status
- Economic status
- Veterans' status
- ~~Status~~ Age
- ~~Sexual orientation~~ Sexual orientation Orientation
- Pregnancy
- Discriminatory use of a Native American mascot
- Other _____

Specific complaint: (Please provide detailed information including names, dates, places, activities and results of the discussion.) _____

Who should we talk to and what evidence should we consider? _____

Suggested solution/resolution/outcome: _____

This complaint form should be mailed or submitted to the ~~principal~~ supervising administrator ~~supervising administrator~~.

Direct complaints related to educational programs and services may be made to the U.S. Department of Education, Office for Civil Rights. Direct complaints related to employment may be filed with the Oregon Bureau of Labor and Industries, Civil Rights Division, or the U.S. Department of Labor, Equal Employment Opportunities Commission.

OSBA Model Sample Policy

Code: ACB
Adopted: 01/16/2020
Revised/ Readopted 11/18/2021

Every Student Belongs

The Philomath School District is committed to the success of every student in each of our schools. For that success to occur, the district is committed to equity by recognizing institutional barriers and creating access and opportunities that benefit each student. “Achieving equity” means students’ identities will not predict or predetermine their success in school.

Educational equity is based on the principles of fairness and justice in allocating resources, opportunity, treatment and creating success for each student.

As stated in Board Policy JBB, the Philomath school District believes that All students are entitled to a high quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All employees are entitled to work in an environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All visitors are entitled to participate in a school or educational environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

“Bias incident” means a person’s hostile expression of animus toward another person, relating to the other person’s perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior directed at or about any of the preceding demographic groups.

“Symbol of hate” means a symbol, image, or object that expresses animus on the basis of race, color, religion, gender identity, sexual orientation disability, or national origin including the nooses^[1], symbols of neo-Nazi ideology or the battle flag of the Confederacy and whose display:

1. Is reasonably likely to cause a substantial disruption of or material interference with school activities; or
2. Is reasonably likely to interfere with the rights of students by denying them full access to the services, activities, and opportunities offered by a school.

¹ [The display of a noose on public property with the intent to intimidate may be a Class A Misdemeanor under Senate Bill 398 (2021).]

The district prohibits the use or display of any symbols of hate ^{2} on ~~district grounds~~ school property³ or in any district or school sponsored program, service, school or activity that is funded in whole or in part by monies appropriated by the Oregon Legislative Assembly, except where used in teaching curriculum that is aligned to the Oregon State Standards education program⁴ except where used in teaching curriculum that is aligned with state standards of education for public schools.

In responding to the use of any symbols of hate or bias incidents, the district will use non-disciplinary remedial action whenever appropriate.

The district prohibits retaliation against an individual^{5} because that person individual has filed a charge, testified, assisted or participated in an investigation, proceeding, or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising any rights guaranteed under state and federal law in good faith reported information that the individual believes is evidence of a violation of a state or federal law, rule or regulation.

Nothing in this policy is intended to interfere with the lawful use of district facilities pursuant to a lease or license.

The district will use administrative regulation ACB-AR - Bias Incident Complaint Procedure to process reports or complaints of bias incidents.

END OF POLICY

Legal Reference(s):

[ORS 659.850](#)
[ORS 659.852](#)
[OAR 581-002-0005](#)

[OAR 581-022-2312](#)
[OAR 581-022-2370](#)

House Bill 2697 (2021)
House Bill 3041 (2021)

Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).
Dariano v. Morgan Hill Unified Sch. Dist., 767 F.3d 764 (9th Cir. 2014).
State v. Robertson, 293 Or. 402 (1982).

² {Prior to adopting the symbols of hate prohibition, or adding other symbols to the list, we recommend that the district document why the district feels that the presence of these symbols will cause a “material and substantial interference with schoolwork or discipline” or collide “with the rights of other students to be secure and be let alone.” These reasons may include previous incidents, current conditions in the schools and other factors.}

³ “School property” means any property under the control of the district.

⁴ “Education program” includes any program, service, school or activity sponsored by the district.

⁵ {ORS 659.852 prohibits retaliation only against students. Other statutes (and other complaint procedures) prohibit retaliation against staff and others for reporting or providing information regarding a complaint or investigation.}

OSBA Model Sample

Code: ACB-AR
Adopted: 11/16/2020
Revised/Readopted: 11/18/2021

Bias Incident Complaint Procedure

The terms “bias incident” and “symbols of hate” are defined in policy. Persons impacted by a bias incident or display of a symbol of hate shall be defined broadly to include persons individuals at whom an incident was directed as well as students in the larger school community directly targeted by an act, as well as the community of students as a whole who are likely to be impacted by the act.¹

Step 1^{2}: When a staff member learns of a potential bias incident or display of a symbol of hate, the staff member will prioritize the safety and well-being of all persons impacted and promptly without unreasonable delay report the incident to the school or program administrator.

Step 2: The administrator or designee shall acknowledge receipt of the complaint, reduce the complaint to writing, and investigate any complaint of a bias incident. The administrator or designee will recognize the experience of all persons impacted, acknowledge the impact, commit to taking immediate action, and commit to preventing further harm against those persons impacted from taking place. Educational components and redirection procedures, if any, will include:

- Educational components that Address the history and impact of bias and hate;
- Procedural components to ensure Advance the safety; and healing and agency of those impacted by bias and hate;
- Promote accountability and transformation for people who cause harm; and
- Promote transformation of the conditions that perpetuated the harm.

The administrator or designee must consider whether the behavior implicates other district policies or civil rights laws, and if so, respond accordingly³.

The administrator or designee will make a determination within 10 (ten) business days of receiving the complaint.

¹ The term “complainant” in this administrative regulation includes persons filing formal complaints and persons reporting bias incidents, regardless of whether the complainant is a victim. Similarly, the term “complaint” includes any report, information or complaint.

² {These specific steps and procedures are not required. The procedures must include all of the requirements listed in House Bill 2697 § 1(3)(e) (2021) and OAR 581-022-2312(4)(e). If making changes, we recommend working closely with legal counsel.}

³ The nature of the behavior or act must determine the process used to respond; what rights and protections are available to the person(s) impacted by the behavior or act; and an individual’s right to appeal to the Oregon Department of Education or the U.S. Department of Education.

All persons impacted **by the act** will be provided with information⁴ relating to the investigation and outcome of the investigation, **including:** ~~At a minimum, the information provided must include:~~

- **Notice** that an investigation has been initiated;
- **Notice** when an investigation has been completed;
- Findings of the investigation and the final determination based on those findings;
- Actions taken ~~with the person or persons who committed the harassing behavior to remedy the a person's behavior and prevent reoccurrence when the actions relate directly to a person impacted by the event~~ **a person's behavior and prevent reoccurrence;** and
- **When applicable, the legal citation of any law prohibiting disclosure of any information described above, and an explanation of how that law applies to the current situation.**

Step 3: If complainant or a respondent wishes to appeal the decision of the administrator or designee, the complainant or respondent may submit a written appeal to the superintendent within 5 (five) ~~school~~ **business** days after receipt of the administrator or designee's response to the complaint.

The superintendent shall acknowledge receipt of the appeal and may meet with all parties involved. The superintendent will review the merits of the complaint and the administrator or designee's decision. The superintendent will respond in writing to the complainant within 10 (ten) ~~school~~ **business** days.

The superintendent will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 3, as appropriate.

Step 4: If the complainant or respondent is not satisfied with the decision of the superintendent, a written appeal may be filed with the Board within 5 (five) ~~school~~ **business** days of receipt of the superintendent's response to Step 3. The Board may decide to hear or deny the request for appeal at a Board meeting. The Board may use an executive session if the subject matter qualifies under Oregon law. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative at a Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing within 10 (ten) **business** days of this meeting.

The Board will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 4, as appropriate.

Complaints can be filed with or communicated directly to the administrator or designee, in which case Step 1 will be skipped. Complaints against an administrator can be directed to the superintendent and will begin at Step 3. Complaints against the superintendent or a Board member(s) can be directed to the Board and will begin at Step 4. If complaints begin later than Step 1, the individuals reviewing the complaint will ensure that all requirements are met.

The complainant, if a person who resides in the district, or a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district

⁴ For additional information regarding required notices, see OAR 581-022-2312(4)(e)(E).

fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint, may appeal⁵ the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

Complaints may also be filed directly with the U.S. Department of Education Office for Civil Rights.⁶

District administration will develop and implement instructional materials to ensure that all school employees, staff and students are made aware of the policy, this administrative regulation this procedure and related practices. The materials will include reporting procedures, educational processes, and possible consequences.

When necessary, timelines may be adjusted by the district by communicating to all parties in writing. This communication must include a new timeline and an explanation of why the timeline must be adjusted.

⁵ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

⁶ Complaints must meet criteria as established by law. For more information, visit <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>

Philomath School District 17J

Code: BD/BDA
Adopted: 10/18/18

Board Meetings

The Board has the authority to act only when a quorum is present at a duly called regular, special or emergency meeting. “Meeting” means the convening of a quorum of the Board as the district’s governing body to make a decision or to deliberate toward a decision on any matter. This includes meeting for the purpose of gathering information to serve as the basis for a subsequent decision or recommendation by the governing body, i.e. a work session. The affirmative vote of the majority of members of the Board is required to transact any business.

All regular, special and emergency meetings of the Board will be open to the public except as provided by law. Access to and the ability to attend all meetings (excluding executive sessions) by telephone, video or other electronic or virtual means will be made available when reasonably possible. All meetings will be conducted in compliance with state and federal statutes. ~~For information how to give or submit public comment [it is outlined in Board policy BDDH - Public Comment at Board Meetings] [and/or] [posted on the district’s website].~~

All Board meetings, including Board retreats and work sessions, will be held within district boundaries, except as allowed by law². The Board may attend training sessions outside the district boundaries but cannot deliberate or discuss district business.³ No meeting will be held at any place where discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity⁴, age or national origin is practiced.

The Board will give public notice reasonably calculated to give actual notice to interested persons, including those with disabilities, of the time and place for all Board meetings and of the principal subjects to be considered. The Board may consider additional subjects at a meeting, even if they were not included in the notice.

¹ When telephone or other electronic means of communication is used during a meeting open to the public, the Board shall make at least one place available to the public where, or at least one electronic means by which, the public can listen during the meeting. At all meetings of the Board open to the public, the public will be provided an opportunity, to the extent reasonably possible, to access and attend the meeting by telephone, video or other electronic or virtual means. If in-person oral testimony (or public comment) is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit oral testimony during the meeting, at the designated portion of the agenda, by telephone, video or other electronic or other means. If in-person written testimony is allowed, the public will be provided, to the extent reasonably possible, an opportunity to submit written testimony including by email or other electronic means, so that the Board is able to consider the submitted testimony in a timely manner.

² ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction if no deliberations toward a decision are involved.

³ ~~ORS 192.630(4). Meetings of the governing body of a public body shall be held within the geographic boundaries over which the public body has jurisdiction, or at the administrative headquarters of the public body or at the other nearest practical location. Training sessions may be held outside the jurisdiction as long as no deliberations toward a decision are involved.~~

⁴ As defined in ORS 174.100.

If requested to do so at least 48 hours **10 business days** before a meeting held in public, the Board shall make a good faith effort to provide a translation service or an interpreter for hearing-impaired persons. other appropriate auxiliary aids and services will be provided upon request and appropriate advance notice. ~~Communications with all qualified individuals with disabilities shall be as effective as communications with others.~~

~~[If requested to do so at least [72] hours before a meeting held in public, the Board will make a reasonable effort to provide translation services. {⁵}]~~

All meetings held in public shall comply with the Oregon Indoor Clean Air Act and the ~~smoking provisions contained in the Public Meetings Law.~~

The possession of dangerous or deadly weapons and firearms, as defined in law and Board policy, is prohibited on district property.

1. Regular, Special and Emergency Meetings

Generally, a regular Board meeting will be held each month. The regular meeting schedule will be established at the ~~annual~~ organizational meeting ~~in July~~ and may be changed by the Board with proper notice. The purpose of each regular monthly meeting will be to conduct the regular Board business.

No later than the next regular meeting following July 1, the Board will hold the ~~annual~~ organizational meeting to elect Board officers for the coming year and to establish the year's schedule of Board meetings. In Board election years (odd numbered years),⁵ the first meeting will be held no later than July 31.

Special meetings can be convened by the Board chair, upon request of three Board members, or by common consent of the Board at any time to discuss any topic. A special meeting may also be scheduled if less than a quorum is present at a meeting or additional business still needs to be conducted at the ending time of a meeting. At least 24 hours' notice must be provided to all Board members, the news media, which have requested notice, and the general public for any special meeting.

Emergency meetings can be called by the Board in the case of an actual emergency upon appropriate notice under the circumstances. The minutes of the emergency meeting must describe the emergency. Only topics necessitated by the emergency may be discussed or acted upon at the emergency meeting.

2. Communications Outside of Board Meetings

Communications, to, by and among a quorum of Board members outside of a legally called Board meeting, in their capacity as Board members, shall not be used for the purpose of discussing district business. This includes electronic communication. Electronic communications among Board members shall be limited to messages not involving deliberation, debate, decision-making or gathering of information on which to deliberate.

~~{⁵-Districts are encouraged to evaluate translation needs and resources prior to adding this language. A district may decide that translating the agenda, minutes or other documents, or public comment is sufficient.}~~

Electronic communications may contain:

- a. Agenda item suggestions;
- b. Reminders regarding meeting times, dates and places;
- c. Board meeting agendas or information concerning agenda items;
- d. One-way information from Board members or the superintendent to each Board member (e.g., an article on student achievement or to share a report on district progress on goals); ~~so long as that information is also being made available to the public except for materials protection;~~
- e. Individual responses to questions posed by community members, subject to other limitations in Board policy.

E-mails sent to other Board members will have the following notice:

Important: Please do not reply or forward this communication if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. Electronic communications on district business are governed by public meetings law. ~~Public Records and Meetings Law.~~

3. Private or Social Meetings

Private or social meetings of a quorum of the Board for the purpose of making a decision or to deliberate toward a decision on any matter are prohibited by public meetings law. ~~the Public Meetings Law.~~

4. Work Sessions

The Board may use regular or special meetings for the purpose of conducting work sessions to provide its members with opportunities for planning and thoughtful discussion. Work sessions will be conducted in accordance with ~~the~~ state law on public meetings, including notice and minutes. The Board is discouraged from making official decisions during a work session. Generally, Boards do not take official action during work sessions, although there is no legal prohibition to do so.

5. Executive Sessions

Executive sessions may be held during regular, special or emergency meetings for a reason permitted by law. (See Board policy BDC - Executive Sessions)

END OF POLICY

Legal Reference(s):

[ORS 174.100](#)

[ORS 174.104](#)

[ORS Chapter 192](#)

[ORS Chapter 193](#)

[ORS 255.335](#)

[ORS 332.040 - 332.061](#)

[ORS 433.835 - 433.875](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

OR. ATTY. GEN. Public Records and Meetings Manual.

Oregon House Bill 2560 (2021).
Oregon House Bill 3041 (2021).

Cross Reference(s):

ACA - Americans with Disabilities Act
BDC - Executive Sessions

Philomath School District 17J

Code: BDDH
Adopted: 10/18/18



Public Comment at Board Meetings (Version 1)

(See proposed version)

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites district community members to attend Board meetings to become acquainted with the program and operation of the district. Members of the public also are encouraged to share their ideas and opinions with the Board when appropriate.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids¹ and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual. All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, an alternative, equally effective means of communication will be used.

Audience

During a session of a Board meeting open to the public, members of the public may be invited to present comments during the designated portion of the agenda. At the discretion of the Board chair, further public comment may be allowed.

Request for an Item on the Agenda

A member of the public may request the superintendent consider placing an item on the agenda of a regular Board meeting. This request should be made in writing and presented to the superintendent for consideration at least one week prior to the scheduled meeting.

Procedures for Public Comment at Meetings

The Board will establish procedures for public comment in open meetings. The purpose of these procedures will be to inform the public how to effectively participate in Board meetings for the best interests of the individual, the district and the patrons. The information will be easily accessible and available to all patrons attending a public Board meeting.

1. Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the Board chair.
2. A visitor speaking during the meeting may introduce a topic not on the published agenda. The Board, at its discretion, may require that a proposal, inquiry or request be submitted in writing, and reserves the right to refer the matter to the administration for action or study.

¹ Auxiliary aids may include, but are not limited to, such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Braille materials and large print.

3. Any person who is invited by the Board chair to speak to the Board during a meeting should state his/her name and if speaking for an organization, the name and identity of the organization. A spokesperson should be designated to represent a group with a common purpose.
4. Statements by members of the public should be brief and concise. The Board chair may use discretion to establish a time limit on discussion or oral presentation by visitors.
5. Questions asked by the public, when possible, will be answered by the Board chair or referred to the superintendent for reply. Questions requiring investigation may, at the discretion of the Board chair, be referred to the superintendent for response at a later time.
6. At the discretion of the Board chair, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing the Board secretary with a completed registration card or sign-in sheet, prior to the Board meeting in order to allow the chair to provide adequate time for each agenda item.

The Board chair should be alert to see that all visitors have been acknowledged and thanked for their presence and for any contributed comments on agenda issues. Similar courtesy should be extended to members of staff who have been in attendance. Their return for future meetings should be welcomed.

Petitions

Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation.

Comments Regarding Staff Members

Speakers may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for Board consideration of a legitimate complaint involving a staff member. The association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, his/her supervisor and the Board.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 332.057](#)

[ORS 332.107](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).

Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

Oregon House Bill 2560 (2021).

Cross Reference(s):

BDDC - Board Meeting Agenda

Philomath School District 17J

Code:
Adopted:

BDDH

Public Comment at Board Meetings (Version 2)

{HB 2560 (2021) goes into effect on January 1, 2022, and requires that districts provide the same opportunity for public comment to those attending virtually as is provided to those attending in person. We recommend that districts review current public comment practices and adopt policy language that meets the law and the desired district practice.}

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the program and operation of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.
2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will ~~sign in on the public comment sheet provided~~ ~~complete and submit the Intent to Speak card to the Board secretary~~ ~~submit their name electronically~~ do so as directed prior to the Board meeting.¹ A request to give public comment in-person or electronically does not guarantee time will be available.
3. A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda ~~may comment only on agenda items~~.
4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the district, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. The Board chair has discretion to waive time limits or

¹ When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner. ~~[Time limits will be determined based on the number of commenters and the amount of time available for public comment.]~~ If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed.

- Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.]

~~[The Board will not hear public comment at Board work sessions.]~~

~~[Topics raised during the public comment portion may be considered for inclusion as agenda items at future Board meetings.]~~

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email to ~~[insert email address]~~. Materials or comments submitted at least ~~[72 hours]~~ in advance of a Board meeting will be provided to the Board before the Board meeting, ~~[but will not be read at the Board meeting]~~. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the ~~[procedures in Board policy KL - Public Complaints]~~ ~~[published complaint procedures]~~ for consideration of a legitimate complaint involving a staff member. ~~[Any association contract governing the employee's rights will be followed.]~~ A commendation involving a staff member should be sent to the superintendent, ~~[who will forward it to the [employee, a supervisor and the Board]]~~.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 332.057](#)

[ORS 332.107](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).

Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

Oregon House Bill 2560 (2021).

Philomath School District 17J

Code: GBA
Adopted: 11/15/10
Revised/Readopted: 8/19/19
Orig. Code: GBA

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the district regardless of race¹, color, religion, sex, sexual orientation², gender identity, national origin, marital status, pregnancy, childbirth or a related medical condition³, age, veterans' status⁴, service in uniformed service, familial status, genetic information, an individual's juvenile record that has been expunged, and disability⁵ if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act and of 1990, the Americans with Disabilities Act Amendments Act of 2008 (ADA), and Section 504 of the Rehabilitation Act of 1973. The superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments of 1972. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be provided to all students and employees.

The superintendent will develop other specific recruiting, interviewing and evaluation procedures as are necessary to implement this policy.

END OF POLICY

Legal Reference(s):

[ORS 174.100](#)
[ORS 243.317](#) – 243.323
[ORS 326.051](#)
[ORS 332.505](#)
[ORS 342.934](#)
[ORS 408.225](#)
[ORS 408.230](#)

[ORS 408.235](#)
[ORS 652.210](#) - 652.220
[ORS 659.850](#)
[ORS 659A.003](#)
[ORS 659A.006](#)
[ORS 659A.009](#)
[ORS 659A.029](#)

[ORS 659A.030](#)
[ORS 659A.040](#)
[ORS 659A.082](#)
[ORS 659A.109](#)
[ORS 659A.112](#)
[ORS 659A.147](#)
[ORS 659A.233](#)

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

² ~~ORS 174.100(7) "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated within the individual's sex at birth.~~

³ This unlawful employment practice related to pregnancy, childbirth or a related medical condition as described in House Bill 2341 (2019) (added to ORS 659A) applies to employers who employ six or more persons.

⁴ The district grants a preference in hiring and promotion to veterans and disabled veterans. A veteran is eligible to use the preference any time when applying for a position at any time after discharge or release from service in the Armed Forces of the United States.

⁵ This unlawful employment practice related to disability as described in ORS 659A.112 applies to employers who employ six or more persons (ORS 659A.106).

[ORS 659A.236](#)
[ORS 659A.309](#)
[ORS 659A.321](#)
[ORS 659A.409](#)
[ORS 659A.820](#)

[OAR 581-021-0045](#)
[OAR 581-022-2405](#)
[OAR 839-003-0000](#)
[OAR 839-006-0435](#)
[OAR 839-006-0440](#)

[OAR 839-006-0450](#)
[OAR 839-006-0455](#)
[OAR 839-006-0460](#)
[OAR 839-006-0465](#)

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, et. seq. (2018).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2018); 29 C.F.R Part 1626 (2019).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (2018); 34 C.F.R. Part 104 (2019).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018).
Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303 (2018).
House Bill 2935 (2021)
House Bill 3041 (2021)

Cross Reference(s):

AC - Nondiscrimination
ACA - Americans with Disabilities Act

Philomath School District 17J

Code: IGBHA
Adopted: 12/19/91
Revised/Readopted: 11/18/19
Orig. Code: IGBHA

Alternative Education Programs**

The ~~Board school district~~ is dedicated to providing educational options for ~~servicing~~ all students. It is recognized there will be students in the district whose needs and interests are best served by participation in an alternative education program.

“Alternative education program” means a school or separate class group designed to best serve students’ educational needs and interests and assist students in achieving the academic standards of the school district and the state.

A list of ~~district approved~~ alternative education programs will be approved by the Board annually. The superintendent may provide for the involvement of staff, parents or guardians and the community in recommending alternative education programs for Board approval, and in the development of related Board policy and an administrative regulation. Annual evaluation of alternative education programs will be made in accordance with Oregon Revised Statute (ORS) 336.655 and Oregon Administrative Rule (OAR) 581-022-2505. The superintendent will develop administrative regulations as necessary to evaluate the district’s alternative education programs.

Alternative education programs will consist of instruction or instruction combined with counseling. These programs may be public or private. A private ~~Private~~ alternative education program ~~programs~~ shall be registered with the Oregon Department of Education. Alternative education programs must meet all the requirements set forth in state law and rules, and federal law, as applicable. ~~[A qualified district may contract with a qualified private Home school by the parent is not an alternative education program to provide services to a qualified home schooled child.]~~ placement.

Students, after consultation with ~~upon approval from~~ a parent or guardian, may be placed in an alternative education program if the district determines that the placement serves the student’s educational needs and interests, and assists the student in achieving district and state academic content standards. Such placement must have the approval of the student’s resident district and, as appropriate, the attending district. The district will also consider and propose alternative education programs for students prior to expulsion or leaving school as required by law.

The district shall pay the actual cost of ~~an~~ the alternative education program or an amount equal ~~that is at least equivalent~~ to 80 percent % of the district’s estimated current year’s average per-student ~~pupil~~ net operating expenditure, whichever is less. When contracting with ~~at the lesser. The district will enter into a written contract for a district approved~~ private alternative education program, the district’s contract will meet the requirements of ~~as required by~~ law.

END OF POLICY

Legal Reference(s):

Alternative Education Programs** – IGBHA

1-2

[ORS 329.485](#)
[ORS 332.072](#)
[ORS 336.014](#)
[ORS 336.175](#)
[ORS 336.615 - 336.665](#)
[ORS 339.030](#)

[ORS 339.250](#)

[OAR 581-021-0045](#)
[OAR 581-021-0065](#)
[OAR 581-021-0070](#)
[OAR 581-021-0071](#)

[OAR 581-022-2320](#)
[OAR 581-022-2505](#)
[OAR 581-023-0006](#)
[OAR 581-023-0008](#)

Cross Reference(s):

IGBHB - Establishment of Alternative Education Programs
IGBHC - Alternative Education Notification
JGEA - Alternative Education Programs Related to Expulsion

Philomath School District 17J

Code: IGBHA-AR(1)
Adopted: 11/18/19

Evaluation of Alternative Education Programs (For use by the alternative education program coordinator)

Date _____

Dear Alternative Education Program Coordinator:

In accordance with Oregon Administrative Rule (OAR) 581-022-2505, the district is required to evaluate alternative education programs annually. Please provide the documentation required below and return to the Philomath School District office at 1620 Applegate Street, Philomath, OR 97370 no later than [??]. Please include the program name, program coordinator and telephone number. A copy of the district's written evaluation shall be provided to the program coordinator.

Staff

1. Have criminal records checks requirements been met?
- * Provide list of individuals subject to criminal records checks and copy of Form 581-2283-M from the Oregon Department of Education (ODE).

Curriculum

1. Are students receiving instruction in the state academic content standards and earning diploma credits?
- * Attach supportive documentation including such evidence as program overview, curriculum guide, course syllabi or other material that demonstrates that program curriculum is aligned with standards.
2. Are statewide assessments ~~Oregon Statewide Assessments~~ administered and the results reported annually to students, parents and the district?
- * Attach copy of summary report and sample of information reported to student, parents and the district.
3. Are students receiving, at least annually, a report of academic progress?
- * Attach copy of report used.
4. Does the program meet the physical education requirements of Oregon Revised Statute (ORS) 329.496?
- * Attach the document that supports the physical education requirements.

Discrimination

1. Does the program comply with nondiscrimination requirements of law? (Program does not discriminate based on age, disability, national origin, sexual orientation, gender identity, race, color, marital status, religion or sex)

* Attach student enrollment/withdrawal summary based on above criteria.

Registration (Private alternative education programs only)

1. Is the program registered with the ODE?

* Attach copy of the approval from ODE (including the institution identification number assigned by ODE).

Site Evaluation

1. Does the program comply with health and safety statutes and rules?

* Attach copy of appropriate documentation, including first aid, and emergency procedures plan, healthy and safe schools plan, radon testing plan, such as staff/student handbooks, in-service agenda, plans, fire marshal's report, safety inspection reports, etc.

Tuition and Fees

1. Does the program comply with Oregon Revised Statutes regarding tuition and fees (ORS 337.150, 339.141, 339.147, 339.155)?

* Attach list of any fees required and explanation.

Contract

1. The program complies with any statute, rule or district policy specified in the contract with the public or private alternative education program.

* Attach as applicable.

2. Does the contract with the public or private alternative education program state that noncompliance with a rule or statute may result in termination of the contract?

* Contract on file with district and program, as applicable.

Expenditures

1. Does the program comply with Oregon Revised Statutes regarding expenditures (ORS 336.635(4))?

* Attach annual statement of expenditures.

Advertising

1. Does the program meet the advertising requirements of ORS 339.122?

* Attach a copy of the program description. Is it a virtual public school and is it advertised as such?

Superintendent

Dated

* Compliance indicators are intended as examples only. District may modify, as appropriate.

Philomath School District 17J

Code: JB
Adopted: 3/16/09
Revised/Readopted: 12/16/19; 2/16/21
Orig. Code: JB

Equal Educational Opportunity

Every student of the district will be given equal educational opportunities regardless of age, sex, sexual orientation, gender identity¹, race², religion, color, national origin, disability, marital status, familial status, parental status, linguistic background, culture, socioeconomic status, capability or geographic location.

~~The district shall develop and implement an Equal Educational Opportunity Plan that assures that~~ [n]o No student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the district or denied access to facilities in the district.

[A student or parent may also access and use the district's general complaint procedure through Board policy KL - Public Complaints.]

Commented [LE1]: Keep bracketed language

All reports, complaints or information will be investigated.

~~The district will communicate the availability of policy and available complaint procedures to students and their parents through available district communication systems[,] [and] [handbooks] [and will be published to the district website and made available at the district office during regular business hours].~~

A student of the district may not be subjected to retaliation by the district for the reason that the student has in good faith reported information that the student believes is evidence of a violation of a state or federal law, rule or regulation.

END OF POLICY

Legal Reference(s):

- | | | |
|-----------------------------|---|----------------------------------|
| ORS 174.100 | ORS 659.852 | ORS 659A.406 |
| ORS 192.630 | ORS 659A.001 | OAR 581-021-0045 |
| ORS 326.051 | ORS 659A.003 | OAR 581-021-0046 |
| ORS 329.025 | ORS 659A.006 | OAR 581-022-2310 |
| ORS 332.107 | ORS 659A.103 - 659A.145 | OAR 839-003-0000 |
| ORS 336.086 | ORS 659A.400 | |
| ORS 659.850 | ORS 659A.403 | |

¹ "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behaviors differs from that traditionally associated with the individual's sex at birth.

² Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12333 (2018).
House Bill 2935 (2021).
House Bill 3041 (2021).

Cross Reference(s):

AC - Nondiscrimination
ACA - Americans with Disabilities Act

CONSENT AGENDA

November 18, 2021

Updated: 11/15/21 2:19 PM

A. List of Bills:

- 1. October 2021

B. Minutes:

- 1. Regular Session – October 21, 2021
2. Equity Committee/PSD Board Work Session – November 8, 2021

C. Resolution:

- 1. Resolution 2122-02 – Approving Unanticipated Funding FY 2021-2022

D. Leave of Absence:

- 1. PHS Spanish Teacher Elizabeth Lee – Effective through November 30, 2021

E. Out of State Travel:

- 1. None at this time

F. Personnel/Staffing Adjustments:

1. Resignations:

- i. Technology Specialist Gary Yoder – Effective 12/31/21
ii. CPS Instructional Assistant Soliana Sapp – Effective 10/15/21

2. New Hires:

- i. Blodgett Food Server Elizabeth Gassner – Effective 11/8/21
ii. CPS Administrative Asst (0.5 FTE) Soliana Sapp – Effective 11/8/21
iii. PES Instructional Assistant Gina Morrison – Effective 10/27/21
iv. PHS PE Teacher Thomas Kelley – Effective 11/16/21
v. PHS Custodian Marisol Medina-Garcia – Effective 10/13/21

3. Staff Reassignments/Changes in FTE:

- i. CPS Crossing Guard Anna Cropp – Effective 10/14/21
ii. PHS Science Teacher Alice Eldridge to cover Cahill (0.5) absence
iii. PHS Science Teacher Robert Zarfes to cover Cahill (0.5) absence

G. Extra Duty Assignments:

1. Philomath Middle School

- i. Yearbook Advisor Molly Crocker
ii. Yearbook Advisor Chelsea Van der Zwan

H. Winter Coaches:

- 1. PHS Head Swim Coach Daniel Mikula
2. PHS Asst Swim Coach Iliana Kaiser
3. PHS Head Boys Bball Coach Blake Ecker
4. PHS Asst Boys Bball Coach Eddie Van Vlack
5. PHS Asst Boys Bball Coach Aaron Schermerhorn
6. PHS Head Girls Bball Coach Ben Silva
7. PHS Asst Girls Bball Coach John Hanson
8. PHS Asst Girls Bball Coach Malori Warren (Ambrose)
9. PHS Head Wrestling Coach Troy Woosley
10. PHS Asst Wrestling Coach James Kohn
11. PHS Head Dance Coach Lori Haslam
12. PHS Asst Dance Coach Kayley Kildea
13. PHS Head Cheer Coach Kathy Kohler

Benton County School District 17J

Reprint Check Listing

Fiscal Year: 2021-2022

Criteria:

Bank Account:

From Date: 10/01/2021

To Date: 10/31/2021

From Check:

To Check:

From Voucher:

To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
163	10/05/2021	RING, PEGGY	\$107.75	1107	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
164	10/07/2021	PETTY CASH/SCH DIST 17J	\$167.56	1114	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
165	10/15/2021	DAVIS FAMILY FARM	\$270.00	1127	Printed	Expense	<input type="checkbox"/>		
166	10/27/2021	DAVIS FAMILY FARM	\$150.00	1147	Printed	Expense	<input type="checkbox"/>		
207	10/13/2021	RING, PEGGY	\$55.39	1121	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
208	10/13/2021	WINDSMITH MUSIC	\$179.64	1121	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
209	10/29/2021	LES & BOB'S SPORTS & APPAREL, INC.	\$107.25	1152	Printed	Expense	<input type="checkbox"/>		
210	10/29/2021	THOMPSON, NANCY	\$42.27	1152	Printed	Expense	<input type="checkbox"/>		
1110	10/06/2021	CHEER STUFF	\$360.00	1109	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1111	10/06/2021	TARA MAHONEY	\$3,150.00	1109	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1113	10/08/2021	DOOLEY, JULEIA	\$125.88	1115	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1114	10/11/2021	KOHLER, KATHY	\$95.98	1116	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1115	10/12/2021	CASH	\$459.00	1117	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1116	10/13/2021	RING, PEGGY	\$56.31	1118	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1118	10/13/2021	HELM, JACKIE	\$1,366.78	1124	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1119	10/13/2021	KILDEA, KAYLEY	\$500.00	1124	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1120	10/19/2021	NEWTON, DENEE	\$131.15	1133	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1121	10/20/2021	NELSON HIGH SCHOOL	\$175.00	1134	Printed	Expense	<input type="checkbox"/>		
1122	10/20/2021	TEAM BULLDOG WRESTLING	\$450.00	1134	Printed	Expense	<input type="checkbox"/>		
1123	10/25/2021	LES & BOB'S SPORTS & APPAREL, INC.	\$5,610.00	1139	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1124	10/25/2021	LES & BOB'S SPORTS & APPAREL, INC.	\$249.35	1140	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
1125	10/26/2021	LES & BOB'S SPORTS & APPAREL, INC.	\$1,556.65	1141	Printed	Expense	<input type="checkbox"/>		

Benton County School District 17J

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Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
1126	10/26/2021	MID-VALLEY VOLLEYBALL OFFICIALS ASSOC.	\$627.65	1141	Printed	Expense	<input type="checkbox"/>		
1127	10/26/2021	OSAA FOUNDATION	\$146.00	1141	Printed	Expense	<input type="checkbox"/>		
1128	10/26/2021	NEWPORT HIGH SCHOOL	\$100.00	1142	Printed	Expense	<input type="checkbox"/>		
1129	10/28/2021	BLUE MOUNTAIN CREATIONS, LLC	\$882.00	1151	Printed	Expense	<input type="checkbox"/>		
1130	10/28/2021	FULTON, JOE	\$300.00	1151	Printed	Expense	<input type="checkbox"/>		
1131	10/28/2021	HAVEN BARRETT CHOREOGRAPHY	\$900.00	1151	Printed	Expense	<input type="checkbox"/>		
1132	10/28/2021	NEWTON, DENEE	\$375.00	1151	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20673	10/11/2021	1st Day School Supplies	\$38,279.50	1066	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20674	10/15/2021	ACTIVE INTERNET TECHNOLOGIES, LLC	\$13,600.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20675	10/15/2021	APEX LEARNING, INC.	\$1,800.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20676	10/15/2021	BEARCOM	\$3,065.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20677	10/15/2021	BEST POTS	\$353.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20678	10/15/2021	CENTURYLINK	\$71.48	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20679	10/15/2021	CINTAS CORP	\$6,821.09	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20680	10/15/2021	CLF CONSTRUCTION	\$3,700.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20681	10/15/2021	CONSUMERS POWER INC	\$546.40	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20682	10/15/2021	COSA	\$8,905.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20683	10/15/2021	CTX	\$3,002.35	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20684	10/15/2021	DHS/OHA RECEIPTING UNIT	\$868.50	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20685	10/15/2021	ET BURNER & BOILER SERVICE, INC.	\$1,283.75	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20686	10/15/2021	GARRETT HEMANN ROBERTSON	\$3,431.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20687	10/15/2021	GOPHER SPORT	\$95.20	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	

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Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
20688	10/15/2021	HOME DEPOT, THE	\$359.82	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20689	10/15/2021	INDUSTRIAL PIPE & SUPPLY CO, INC	\$1,266.98	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20690	10/15/2021	INDUSTRIAL WELDING SUPPLY INC	\$1,399.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20691	10/15/2021	J.W. PEPPER & SONS, INC.	\$351.99	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20692	10/15/2021	LATZ, JOLENE	\$50.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20693	10/15/2021	LAWRENCE CO	\$210.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20694	10/15/2021	MAINLINE PUMP & IRRIGATION	\$170.50	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20695	10/15/2021	MATTHEWS, SHELLY	\$140.94	1126	Printed	Expense	<input type="checkbox"/>		
20696	10/15/2021	MERIDIAN STUDENT PLANNERS	\$1,772.50	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20697	10/15/2021	MID COLUMBIA BUS COMPANY, INC.	\$30,524.35	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20698	10/15/2021	MOBYMAX	\$1,599.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20699	10/15/2021	MPTV	\$1,782.47	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20700	10/15/2021	NYSTROM EDUCATION	\$2,010.40	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20701	10/15/2021	OFFICE DEPOT	\$447.95	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20702	10/15/2021	PAPE' MACHINERY	\$535.80	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20703	10/15/2021	PDX READING SPECIALIST, LLC	\$1,500.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20704	10/15/2021	PHILOMATH FIRE AND RESCUE	\$160.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20705	10/15/2021	PLATT ELECTRIC SUPPLY INC	\$1,937.13	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20706	10/15/2021	RENEWABLE RESOURCE GROUP, INC.	\$240.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20707	10/15/2021	REPUBLIC SERVICES	\$412.05	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20708	10/15/2021	ROTARY CLUB OF PHILOMATH	\$105.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20709	10/15/2021	SCHOLASTIC INC.	\$1,090.28	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	

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20710	10/15/2021	SEAS EDUCATION	\$386.75	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20711	10/15/2021	SPIRIT SANITIZER	\$3,588.84	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20712	10/15/2021	STAPLES BUSINESS ADVANTAGE	\$1,415.38	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20713	10/15/2021	STUDIES WEEKLY	\$815.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20714	10/15/2021	THE HELLO FOUNDATION LLC	\$9,140.25	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20715	10/15/2021	TIMBER SUPPLY CO INC	\$80.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20716	10/15/2021	WALTER E. NELSON OF EUGENE	\$512.56	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20717	10/15/2021	WILLAMETTE SAW SERVICE	\$33.00	1126	Printed	Expense	<input checked="" type="checkbox"/>	10/31/2021	
20718	10/29/2021	AFLAC	\$45.50	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20719	10/29/2021	AMERICAN FIDELITY	\$500.00	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20720	10/29/2021	AMERICAN FIDELITY - INS	\$4,467.36	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20721	10/29/2021	AMERICAN FIDELITY ASSURANCE CO - 403b	\$4,122.73	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20722	10/29/2021	AMERIPRISE FINANCIAL SERVICES, INC.	\$290.00	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20723	10/29/2021	CREDITORS COLLECTION SERV	\$672.98	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20724	10/29/2021	DOJ - Child Support	\$261.00	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20725	10/29/2021	INVESCO INVESTMENT SERVICES, INC.	\$6,338.54	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20726	10/29/2021	NEWPORT TRUST COMPANY	\$3,968.85	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20727	10/29/2021	OSEA	\$2,225.15	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20728	10/29/2021	PenServ Plan Services, Inc/ Foresters	\$1,080.00	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20729	10/29/2021	PHILOMATH EDUCATION ASSOC	\$679.00	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20730	10/29/2021	PRUDENTIAL ANNUITIES	\$1,064.30	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20731	10/29/2021	TEXAS LIFE	\$775.40	1144	Printed	Payroll Ded	<input type="checkbox"/>		

Benton County School District 17J

Reprint Check Listing

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Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
20732	10/29/2021	VOYA RETIREMENT INSURANCE AND ANNUITY CO	\$1,959.73	1144	Printed	Payroll Ded	<input type="checkbox"/>		
20733	10/29/2021	AT&T MOBILITY	\$328.51	1150	Printed	Expense	<input type="checkbox"/>		
20734	10/29/2021	AT&T ONENET SERVICE	\$28.79	1150	Printed	Expense	<input type="checkbox"/>		
20735	10/29/2021	BATTERIES PLUS BULBS	\$129.60	1150	Printed	Expense	<input type="checkbox"/>		
20736	10/29/2021	BEGGS TIRE CENTER-PHILOMATH	\$952.00	1150	Printed	Expense	<input type="checkbox"/>		
20737	10/29/2021	BENTON COUNTY ENVIRONMENTAL HEALTH	\$725.00	1150	Printed	Expense	<input type="checkbox"/>		
20738	10/29/2021	BEST POTS	\$40.00	1150	Printed	Expense	<input type="checkbox"/>		
20739	10/29/2021	CARTERS FIRE SPRINKLER MAINT. & PIPING,	\$240.00	1150	Printed	Expense	<input type="checkbox"/>		
20740	10/29/2021	CREATIVE GRAPHICS	\$643.39	1150	Printed	Expense	<input type="checkbox"/>		
20741	10/29/2021	CRIMINAL INFORMATION SERVICES, INC.	\$84.00	1150	Printed	Expense	<input type="checkbox"/>		
20742	10/29/2021	DEPARTMENT OF ADMINSTRATIVE SERVICES	\$310.64	1150	Printed	Expense	<input type="checkbox"/>		
20743	10/29/2021	EDMONDS, DOUG	\$270.50	1150	Printed	Expense	<input type="checkbox"/>		
20744	10/29/2021	FLASHALERT NEWSWIRE	\$288.00	1150	Printed	Expense	<input type="checkbox"/>		
20745	10/29/2021	INDUSTRIAL WELDING SUPPLY INC	\$231.80	1150	Printed	Expense	<input type="checkbox"/>		
20746	10/29/2021	J.W. PEPPER & SONS, INC.	\$331.24	1150	Printed	Expense	<input type="checkbox"/>		
20747	10/29/2021	KINGS VALLEY CHARTER SCHOOL	\$30.00	1150	Printed	Expense	<input type="checkbox"/>		
20748	10/29/2021	LES & BOB'S SPORTS & APPAREL, INC.	\$1,690.00	1150	Printed	Expense	<input type="checkbox"/>		
20749	10/29/2021	MID COLUMBIA BUS COMPANY, INC.	\$67,987.11	1150	Printed	Expense	<input type="checkbox"/>		
20750	10/29/2021	NEIL RICHARDSON ARCHITECT, LLC	\$2,640.00	1150	Printed	Expense	<input type="checkbox"/>		
20751	10/29/2021	NORTHWEST NATURAL GAS CO.	\$3,411.23	1150	Printed	Expense	<input type="checkbox"/>		

Benton County School District 17J

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Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
20752	10/29/2021	OREGON DEPARTMENT OF FORESTRY	\$40.00	1150	Printed	Expense	<input type="checkbox"/>		
20753	10/29/2021	OREGON GOVERNMENT ETHICS COMMISSION	\$768.35	1150	Printed	Expense	<input type="checkbox"/>		
20754	10/29/2021	PACIFIC POWER	\$20,425.99	1150	Printed	Expense	<input type="checkbox"/>		
20755	10/29/2021	PHILOMATH FIRE AND RESCUE	\$160.00	1150	Printed	Expense	<input type="checkbox"/>		
20756	10/29/2021	PLATT ELECTRIC SUPPLY INC	\$1,615.53	1150	Printed	Expense	<input type="checkbox"/>		
20757	10/29/2021	SEAS EDUCATION	\$341.25	1150	Printed	Expense	<input type="checkbox"/>		
20758	10/29/2021	STABILITY ENGINEERING, INC.	\$6,302.00	1150	Printed	Expense	<input type="checkbox"/>		
20759	10/29/2021	TWGW, INC.	\$18.98	1150	Printed	Expense	<input type="checkbox"/>		
20760	10/29/2021	US BANK EQUIPMENT FINANCE	\$1,797.53	1150	Printed	Expense	<input type="checkbox"/>		
20761	10/29/2021	WALTER E. NELSON OF EUGENE	\$4,255.38	1150	Printed	Expense	<input type="checkbox"/>		
20762	10/29/2021	WINDSMITH MUSIC	\$752.33	1150	Printed	Expense	<input type="checkbox"/>		
45879	10/29/2021	BOWMAN, ANNA M	\$3,413.42	8	Printed	Payroll	<input checked="" type="checkbox"/>	10/31/2021	
45880	10/29/2021	BUSHNELL, DIANA B	\$969.59	9	Printed	Payroll	<input type="checkbox"/>		
45881	10/29/2021	BOUTILIER, EMERY G	\$253.47	9	Printed	Payroll	<input type="checkbox"/>		
45882	10/29/2021	MIKULA, CASIMIR J	\$23.50	9	Printed	Payroll	<input type="checkbox"/>		
45883	10/29/2021	LANDERS, MICHELLE A	\$779.56	9	Printed	Payroll	<input type="checkbox"/>		
45884	10/29/2021	LAW, RANDALL K	\$162.82	9	Printed	Payroll	<input type="checkbox"/>		
45885	10/29/2021	SCHWINABART, DARLA J	\$1,875.33	9	Printed	Payroll	<input type="checkbox"/>		
45886	10/29/2021	GRUVER, SHELLY A	\$4,419.58	9	Printed	Payroll	<input type="checkbox"/>		
45887	10/29/2021	BENBOW, MEEGAN E	\$4,096.57	9	Printed	Payroll	<input type="checkbox"/>		
45888	10/29/2021	SKAAR, LINDA M	\$3,676.28	9	Printed	Payroll	<input type="checkbox"/>		
45889	10/29/2021	GARWOOD, DARCI R	\$1,207.40	9	Printed	Payroll	<input type="checkbox"/>		

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Total Amount: \$334,724.03

End of Report

REGULAR SESSION

Meeting Minutes

PHILOMATH SCHOOL DISTRICT 17J

District Office

1620 Applegate Street, Philomath

10/21/2021 07:00 PM

B. REGULAR SESSION ~

1. **Call to Order:** The Regular Session of the Philomath School District Board of Directors was called to order by Board Chair, Rick Wells, on October 21, 2021 at 7:04 p.m. at the Philomath School District Boardroom (1620 Applegate Street, Philomath OR). Those in attendance included Board members, Rick Wells, Karen Skinkis Erin Gudge, Anton Grube and Joe Dealy; Superintendent, Susan Halliday; Director of Finance, Bill Mancuso; Philomath News reporter, Brad Fuqua; and Board Executive Assistant, Lillian Edmonds. Director Dealy led the Pledge of Allegiance.
2. **FAQs and Public Comments/Requests**
 - i. Charlene Opheim, licensed teacher at Clemens Primary School, spoke on behalf of the Philomath Education Association. She expressed concern about whether facts are used by the district in bargaining. Teachers do not feel valued. The proposed salary increase is shameful. Hiring a lawyer to negotiate for the district is insulting to educators. Teachers need to be valued by the district. She encouraged the board to talk to educators and ask the tough questions.

C. REPORTS & CORRESPONDENCE ~

1. **Student Government Report**
 - i. Sophie Robinson, ASB treasurer, shared that this week is homecoming week and it has been fun and going well. The freshman orientation was a good way to get freshmen involved in ASB. The parade and mess assembly are on Friday, with the football game and the queen coronation during halftime that evening. The ASB class has been working very hard.
2. **Association Reports**
 - i. **PEA:** Len Cerny, PEA president, stated that it has been a difficult year. Teachers are struggling with additional workload and demands.
 - ii. **OSEA:** Ryan Kildea, OSEA president, thanked all of the classified staff for their hard work. The members are doing all they can to keep students healthy and safe while fostering positive relationships. OSEA officer elections will be coming up next week. Two MOUs are in process around the vaccine mandate and one of the classified positions. They are in favor of supporting the use of Emergency Substitute certifications.
3. **Superintendent Report**
 - i. The state has offered an Emergency Substitute License, due to the shortage of substitutes.
 - ii. All staff currently employed, have met the vaccine requirements.
 - iii. Vaccination clinics are set for November 17 and December 8.
 - iv. Fall conferences will be held virtually in most cases. PHS and PMS had their conferences on October 15th. K-5th grades will hold their conferences on Nov 4th and 5th. All students will be out of school on Nov 5th.

4. Director of Finance Report

- i. Bill Mancuso: The audit took place this week. The final report will be presented at the January board meeting.

D. STRATEGY AND DISCUSSION ~

1. Budget committee Application Review - Action Required

- i. There are three applicants for two mid-term positions, one position is for the balance of this fiscal year and the other is for two years. There is also an alternate position. The applicants are: Terrence Ball, Rachael Brown and Christopher McMorran
- ii. C. McMorran would prefer the one year assignment. T. Ball and R. Brown are good with either position.
- iii. Director Skinkis moved that we offer C. McMorran the one year position, R. Brown the two year positions and T. Ball the alternate position. Second: Director Gudge. Motion passed: 5-0

2. 8th Grade Chromebook Distribution - Steve Bell, Jolene Latz, Jennifer Kessel

- i. Steve Bell, principal at Philomath Middle School, shared that 8th grade is a good place to start with Chromebook distribution, due to their consistent schedule. The plan is to get information out to families and receive feedback from parents as to whether they want to partner in this. The second week of November is the target date for distribution. The PMS staff is on board with this experience.
- ii. The 8th grade teaching team will meet to discuss the application and use of the Chromebooks by students.
- iii. Jennifer Kessel shared that there are adequate Chromebooks for all 8th grade students. These Chromebooks are at the end of their life cycle, so students will be able to keep them at the end of the year. There is a replacement program in place.
- iv. The board asked about internet safety in sending these home. Jolene Latz shared that students are educated in what is appropriate internet use. There are filters in place at school, but not necessarily at home.

3. Educator Effectiveness Report - Steve Bell - Action Required

- i. Steve Bell noted that Senate Bill 290 is the evaluation review process for licensed staff. Evaluations are typically done every other year.
- ii. Due to the challenges of the COVID-19 pandemic, ODE has offered a flexibility waiver. This would allow full evaluation of probationary licensed employees and administrators and postpone the formal evaluation of contract licensed employees and administrators.
- iii. This would be for the 2021-2022 school year. The complete cycle would be back on track for the 2023-24.
- iv. Director Dealy moved to approve the 2021-2022 Educator Evaluations Notification and Attestation. Second: Director Grube. Motion Passed: 5-0

4. State Report Card Review

- i. 2020-21 Report Cards are limited in useful information, due to COVID issues and the changes in attendance reporting and the opt-in state testing option.

5. RSSL Resiliency Framework Update

- i. There have not been any changes in the document since September 9, 2021.
- ii. Blodgett Elementary School has temporarily transitioned to distance learning for two weeks due to positive COVID cases. Students will back in person on October 27th.
- iii. One classroom at PES will transition to distance learning. They will come back on November 8th.
- iv. The board requested that the number of quarantined students be included on the weekly report. It would also be helpful for the board to hear how this is impacting staff.

6. Clemens Foundation Pool Scholarship Update

- i. The Clemens Foundation has discontinued the swimming scholarships. The foundation had concerns about the criteria used to select the students. Superintendent Halliday asked if they would reconsider their decision, but they are firm in that decision. The superintendent will continue to reach out to the foundation to see if there is a path forward.

7. CSD/PSD Boundary Change Impact

- i. The boundary on the east side of town around the Boulevard apartments was requested to be included in the Philomath School District. Corvallis School District has agreed and the boundary has been changed. PSD owes CSD \$34,085.57 for taxes collected in 2009-2019 tax years, which should have gone to the Corvallis School District. PSD will pay them over a period of time to be determined by both districts.

8. PHS Schedule Discussion

- i. When the bargaining process started with the Philomath Education Association, the subject of changing the PHS schedule was put on hold until the bargaining process is finished. There has not been any movement on this issue and no committee has been formed yet.

9. Equity Team/PSD Board Work Session - 11/8/21 6:00 p.m.

10. KVCS/PSD Joint Meeting - 11/18/21 5:30 p.m.

- i. KVCS has given notice that they are ready to negotiate and discuss the Charter Agreement Renewal. A draft of the agreement that includes updates from previous changes will be sent prior to the meeting.

E. ACTION ITEMS ~

1. Consent Agenda

- i. Director Gudge made a motion to approve the consent agenda. Second: Director Dealy. A question was raised about Jamon Ellingson moving to a position as Success Coach at PMS. Superintendent Halliday, assured the board that there is a thoughtful process being used to make this transition to minimize the impact on KVCS. Motion passed: 5-0.

2. Out of State Travel - Action Required

- i. Superintendent Halliday shared an update on the WBIC travel to Seattle. Erica Hall only has one student attending and the parent will be transporting.
- ii. Boys and Girls basketball teams will travel to a tournament in Ketchikan, AK. The biggest issue is what happens if someone gets ill and can't fly home.
- iii. Director Gudge asked about the possibility of travel insurance covering that possibility.
- iv. If the teams do not travel, there is the option of hosting a tournament at PHS.
- v. Director Grube made a motion to approve the out of state travel for the boys' and girls' basketball teams, provided there is an approved COVID response plan. Second: Director Dealy. Motion passed: 5-0

3. Division 22 Assurances - Action Required

- i. Superintendent Halliday has put together a Division 22 notebook to give definitions for each area and documentation to show our compliance.
- ii. The district compliance for this year is good. Some areas to look at for next year: Instructional materials adoption, identification of TAG students, and the number of minutes for PE.
- iii. Director Dealy made a motion to accept the Division 22 assurances as presented in the packet. Second: Director Gudge. Motion passed: 5-0

4. SIA Final Report - Action Required

- i. This report gives information on how the SIA funds were used. It will be posted on the website. It answers questions put to the district about outcomes, strategies and activities.
- ii. The activities were:
 - 1. Limited In-Person Instruction Tutorial support
 - 2. Mental Health Support staff
 - 3. Additional Instructional Assistants in classroom
 - 4. Technology acquisition (Chromebooks)
 - 5. Intercom/Bell Systems (CPS, PES, PMS)
- iii. Director Grube made a motion to approve the report. Second: Director Skinkis. Motion passed: 5-0

F. MEETING CLOSURE ~

1. Board Reports & Thanks

- i. Director Skinkis had lunch with the People of Color/Equity group at PHS. November is Native American awareness month. She encouraged the Board to do something to recognize the connection with the Siletz tribe.
- ii. Director Gudge attended the Philomath Chamber luncheon. They had a presentation on the C to C trail and the history behind it.
- iii. Director Grube thanked teachers for holding conferences. Director Wells thanked all of the staff for their hard work. He acknowledged the attendance of the teachers and in voicing their opinion. He noted that hardships are hitting everyone. Director Dealy stated that he is appreciative of the hard work by all staff.

2. Next Meeting Agenda Items

- i. OSBA Ballot for positions
- ii. Policy Review

3. Board Requests & Adjournment

- i. Meeting adjourned at 9: 08 p.m.

Board Chair

Superintendent

Date

Equity Team/PSD Board
Work Session
November 8, 2021

On November 8, 2021, at 6:00 p.m. the Philomath School District Board of Directors met with the District Equity Team to discuss Equity Goals and implementation of these goals.

Those in attendance: Board of Directors, Karen Skinkis, Joe Dealy, Anton Grube, Rick Wells, Erin Gudge; Superintendent, Susan Halliday; Equity Coordinator, Denee Newton; Committee members, Mike Panico, Len Cerny, Nina Petrovich from KVCS, Lyn Kawai via ZOOM; Board Executive Assistant, Lillian Edmonds.

Susan Halliday shared the proposed revisions of policy ACB, "Every Student Belongs". OSBA has suggested some changes to the original policy adopted on 11/16/2020. There were also some edits to the Administrative Rule for the Bias Incident Complaint Procedure. The Equity Team will review these documents at their next meeting and make edits if needed. The beginning of the policy requires a statement from the district.

Denee Newton led the discussion about thoughts, ideas and things to consider from the Equity Team . The high school has started a student group dealing with equity issues. The Regional Equity team is looking at racial equity as their primary focus.

Points to consider:

- Addressing microaggressions that impact the learning environment
- Creating an Equity lens for policy (Policy ACB and/or JBB and/or JBC.)
- PD that address bias incident response
- Survey data from staff to get a sense of how they perceive equity in each building/willingness to learn more about issues with equity
- Provide training for our administrative team.

The question was raised about where to start and how it the best way to proceed. There was consensus that Philomath students should be educated to live in a global society. Training staff is very important.

Policy JBB about Educational Equity (PSD has this policy) and policy JBC about Equity and Excellence for All Students (PSD does not have this policy), would be good to use as guidelines.

Professional Learning needs to have focused training in regards to equity. It was suggested that there be ambassadors in each building to lead the discussion.

Family engagement is important. The EBAC gatherings have helped families to feel included.

There is money allocated for Equity training, professional learning, etc. Professional Learning could be broad to start with and then focus in on appropriate grade level training. There needs to be an action plan for professional learning.

Superintendent Halliday suggested the following steps:

1. Address (racial) equity access in opportunities and outcomes for all PSD students through provision of professional learning.
2. Provide comprehensive professional learning opportunities for all staff in support of (racial, LGBTQIA+, SES, neurodiversity) equity to ensure universal opportunities for all PSD students.
 - a. What is equity?
 - b. Relationship to "Every Student Belongs"
 - c. Recognition of personal Thought and feelings regarding racial equity
 - d. Understanding and acknowledging microaggressions

- e. Understanding implicit bias
- f. Better educational outcomes for our students.
- g. Teaching students to be successful in a global society
- h. Consider inclusion of LGBTQIA+ community

The equity team would like to keep racial issues as the primary focus to start with. It is difficult to tackle all of the equity issues at one time and race seems to be the one that often gets pushed to the back.

The Board agreed to support the Equity team in their efforts to educate staff and students and to align goals with equity in mind.

The meeting was adjourned at 7:43 pm.

Board Chair

Superintendent

Date



Philomath School District 17J

Benton County School District No. 17J, 1620 Applegate Street Philomath OR 97370 (541) 929-3169

RESOLUTION NO. 2122-02

A RESOLUTION APPROVING UNANTICIPATED FUNDING FOR FISCAL YEAR 2021-2022

WHEREAS, the Board of Directors would like to recognize and accept additional funding for 2021-22 of \$206,745.50 in the form of a grant awarded by the Universal Service Administrative Council (USAC). These funds will enable the district to purchase additional technology to be utilized by students.

WHEREAS, ORS 294.338(2) provides exceptions to Local Budget Law if the governing body of a municipal corporation could not have foreseen a specific purpose grant at the time of the preparation of the budget for the current year.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PHILOMATH SCHOOL DISTRICT 17J:

The budget for fiscal year 2021-2022 is hereby amended, and the amounts appropriated by the Board of Directors under Resolution 2122-02 for the Local/State/Federal Programs Fund are hereby amended as follows:

<u>Appropriation Category</u>	<u>Original Budget</u>	<u>Increase/ (Decrease)</u>	<u>Amended Budget</u>
<i>Local/State/Federal Programs Fund –</i>			
Instruction	\$ 2,308,693	\$ 22,217	\$ 2,330,910
Support Services	\$ 2,570,451	\$ 184,529	\$ 2,754,980

Passed by the Board of Directors of Philomath School District this 18th day of November, 2021.

By: _____
Philomath School District 17J Board Chair

By: _____
Philomath School District 17J Superintendent



Philomath Public Schools

Benton County School District 17J, 1620 Applegate Street, Philomath OR 97370 (541) 929-3169

SURPLUS PROPERTY

Person making request: fill out all items to be included, sign request and send to your Principal
Principal: If request is approved, sign indicating your acknowledgement; forward to the District office.
Superintendent: Present to Board; sign after Board approval; send to Maintenance for disposal.

Date: 10/19/21

Item(s) for surplus - please indicate if items may have resale value: Iron Worker (Large equipment)

~~Base~~ Resale Value: \$1,000 - \$4,000

Note: will use funding to go back to the program to enhance student experiences in education.

New Iron Worker machine purchased w/ Perkins Grant funds 10/2021.

From location - Building / Room / Other: PHS Manufacturing Shop

no remaining value estimated value \$ 1,000 - \$4,000

Person Making this Request: Trami, Nick Nick Feas
Print name Signature

Principal Authorization: [Signature]

Board Approval Date: _____

Superintendent Authorization: [Signature]

Current location of Surplus Item(s): _____

Maintenance - Removal completed by: _____
Name Date

Items taken to: _____

Iron Worker

Nicholas Traini <nick.traini@philomath.k12.or.us>
To: Mary Ackermann <mary.ackermann@philomath.k12.or.us>

Wed, Oct 27, 2021 at 8:45 AM

Mary, here are the pictures of the Iron worker, also why we are selling it is because we were able to buy a new one with Perkins funds. Currently I am the one responsible for selling it. If the district has resources that deal with selling used equipment, I'm open for help :)

Thanks,

Nick

[Quoted text hidden]

2 attachments



IMG_4431.JPG
106K



IMG_4433.JPG
98K

*Unit was donated years ago.
Used to "form" metal*



Philomath High School

Home of the Warriors

2054 Applegate Street
Philomath, OR 97370
541-929-2043

Tony Matta, Athletic Director
tony.matta@philomath.k12.or.us

Amanda Bauer, Athletic Administrative Assistant
amanda.bauer@philomath.k12.or.us



November 3, 2021

To the Philomath School Board,

Philomath High School is seeking board approval for a co-op in basketball (boys & girls) with the Kings Valley Charter School. Kings Valley Charter School does not have enough athletes to field their own team. We would like to seek one-year co-op agreement. Any Co-Op can be dissolved during the duration of the agreement, if either school determined the need for the co-op no longer exists.

Sincerely,

Tony Matta

Tony Matta
Assistant Principal
Athletic Director
Philomath High School