

# **Meeting Packet**

## **REGULAR SESSION**

**8/18/2022**

**07:00 PM**



# PHILOMATH SCHOOL DISTRICT 17J

## REGULAR SESSION

PHILOMATH SCHOOL DISTRICT 17J

District Office

1620 Applegate Street, Philomath

8/18/2022 07:00 PM

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

ORS 192.660 (2) (f) to consider records exempt by law from public inspection

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

#### 1. Call to Order - Chairperson

i. Pledge of Allegiance

ii. Request for Agenda Modifications

#### 2. Introduction of Appointed Board Member - Christopher McMorran

#### 3. Student Government Report - PHS ASB Co-Presidents

#### 4. Public Comment

To indicate your desire to comment, please arrive before the meeting begins and complete a 'Request Card'. Please give the completed card to the Board Secretary prior to the start of the meeting.

For virtual sharing, please contact [lillian.edmonds@philomath.k12.or.us](mailto:lillian.edmonds@philomath.k12.or.us) by 3:00pm the day of the meeting to schedule comment. Please include your name, address, phone number, and topic for public comment.

#### 5. Reports

##### i. Association Reports

Philomath Education Association (PEA)

PEA President

Oregon School Employees Association Chapter 64 (OSEA)

OSEA Co-Presidents

##### ii. Superintendent Report

[Inservice Schedule \(p. 5\)](#)

##### iii. Finance Report

[Finance Director Board Report \(p. 7\)](#)

[Fund 284 PES \(p. 8\)](#)

[Fund 285 PMS \(p. 9\)](#)

[Fund 286 PHS \(p. 11\)](#)

**iv. COVID-19 Management Plans**

**v. Summer School Update - Summer Coordinator**

[Summer School \(p. 15\)](#)

**6. Action Items**

**i. Superintendent Contract Approval**

[Superintendent Contract \(p. 17\)](#)

**ii. Addition of Native Land Acknowledgement**

[Native Land Acknowledgement \(p. 23\)](#)

**iii. Alsea Coop Agreement**

[Alsea Coop Agreement for Athletics \(p. 24\)](#)

**7. Consent Agenda**

[Consent Agenda \(p. 25\)](#)

[Check listing - July 2022 \(p. 26\)](#)

[Minutes - 7/13/22 \(p. 30\)](#)

[Minutes - 8/9/22 \(p. 32\)](#)

[2223-01 Resolution \(p. 34\)](#)

[2122-08 Resolution \(p. 35\)](#)

**8. School Board Updates & Information**

**i. Board Retreat Planning**

**ii. OSBA Annual Conference (November 11-13, 2022)**

**iii. Professional Learning Opportunity**

Equity Minded Leadership for K-12 School Board Members

Kinect Education Group

August 25, 2022 (Thursday)

11:00am-1:00pm Pacific Time (1:00pm-3:00pm CDT)

Online Event

Cost: \$175.00 per person

\* “Ask about our special group registration for 5 or more from the same district or on-location training for your school board team.”

**9. Meeting Closure**

**i. Board Thanks**

**ii. Next Meeting Agenda Items**

**iii. Board Requests**

**10. Adjournment**

**C. IMPORTANT DATES**

August 30, 2022

New Employee Inservice

August 31, 2022

Start of Inservice Week

Breakfast from 8:00am-8:30am @ PHS Auditorium

September 1-2, 2022  
September 5, 2022  
September 6, 2022

Inservice Week  
Labor Day Holiday  
School Begins:

Blodgett K Only (AM)  
Clemens K-1 (Last Name A-J Only)  
PES 2 nd Grade  
PMS 6 th Grade  
PHS 9 th Grade  
PA New Students

September 7, 2022

School Begins:

Clemens K-1 (Last Name K-Z Only)  
Blodgett All Students  
PES All Students  
PMS All Students  
PHS All Students  
PA All Students

September 8, 2022

All Students Attending All Schools

September 14, 2022

Back-to-School Open House

September 15, 2022

Regular School Board Meeting



# Philomath School District

## Inservice Week Schedule

### 2022-2023

Date	Event/ Activity	Notes
08/30/2022 (Tuesday)	<p><b>New Employee Inservice:</b>            9:00 am-11:30am @ PSD Board Room            An opportunity for all new licensed and classified employees to the Philomath School District!            11:30am-12:30pm @ School Office (Classified Only)            1:00pm-4:00pm @ School Classroom (Licensed Only)</p>	<p>Individual letters with additional information will be sent to those individuals involved in these sessions. Extra duty pay will be provided for participation in these sessions.</p> <p><b>Licensed Staff:</b> An opportunity to work with a PEA mentor from your school in whatever way you need to help get ready for the school year.  <b>Classified Staff:</b> An opportunity to meet with OSEA representative from your school to tour school and to ask questions.</p>
08/31/2022 (Wednesday)	<p><b>Welcome Back!</b>            7:45am-8:30 am – All-District Breakfast @ <i>PHS Auditorium</i>            8:30am-9:30am – District Inservice @ <i>PHS Auditorium</i></p> <ul style="list-style-type: none"> <li>• Review of the Week</li> <li>• Staff Introductions</li> <li>• Together We Rise!</li> </ul> <p>9:45-11:30am – School Staff Meetings and PL</p> <ul style="list-style-type: none"> <li>• School/ Site Specific Topics</li> </ul> <p>11:30am-12:30pm – Lunch</p> <p>12:30pm-2:30pm – Team Time (District and School)</p> <ul style="list-style-type: none"> <li>• SpEd (Licensed and Classified) @ PSD Board Room,</li> <li>• PACE Playground Safety @ CPS or PES</li> <li>• Individual School Teams (Specifics from School Administrators)</li> </ul> <p>2:30pm-4:00pm – SafeSchools and Classroom Time</p>	<p>All Licensed and Classified employees are to report on this date. Face covering optional.</p> <p>Mandatory training, administered online through SafeSchools, needs to be completed by <b>October 15, 2022</b>. Training sessions are located at <a href="https://philomath-or.safeschools.com/login">https://philomath-or.safeschools.com/login</a> Available Now!</p> <ul style="list-style-type: none"> <li>• Bloodborne Pathogens (SafeSchools Web)</li> <li>• Child Abuse Prevention and Reporting (SafeSchools Web)</li> <li>• Sexual Conduct (SafeSchools Web)</li> <li>• Student Drug &amp; Alcohol Abuse (SafeSchools Web)</li> <li>• Students Experiencing Homelessness (SafeSchools Web)</li> </ul> <p><b>Note:</b>            SafeSchools Training @ Individual Classroom/ School Computer Labs as time allows.</p> <p><b>Open Enrollment Support Available!</b>            2:00pm-4:00pm            Call Megan @ District Office (Ext. 5102)</p>
09/01/2022 (Thursday)	<p>8:00am Zoom to Individual Schools</p> <ul style="list-style-type: none"> <li>• Notes from Our Nurses</li> <li>• COVID Management Plans</li> <li>• Supporting Homeless Students</li> <li>• Break</li> <li>• Tech Talk (SafeSchools for All)</li> </ul> <p>9:30am-11:30am</p> <ul style="list-style-type: none"> <li>• <b>Into Reading</b> Initial Training (K-5 Teachers and IA's)</li> <li>• School Staff Meetings and PL (6<sup>th</sup>-12<sup>th</sup> Staff)</li> </ul>	<p>All Classified and Licensed employees are to report on this date. Face covering optional.            Please consider bringing your laptop for these sessions.</p> <p>Look for the link, coming soon in an e-mail, to a Google form to provide feedback on Professional Learning.</p>

Date	Event/ Activity	Notes
09/01/2022 (Thursday)	11:30pm-12:30pm <ul style="list-style-type: none"> <li>• OSEA Meeting @ TBD</li> <li>• PEA Meeting @ TBD</li> </ul> 12:30pm-4:00pm @ Individual Schools Classroom Prep Time	
09/02/2022 (Friday)	8:00 am-4:00 pm – Classroom Prep Day	Licensed employees only to report on this day.
09/06/2022 (Tuesday)	<b>Enjoy your first day of school!</b> <ul style="list-style-type: none"> <li>• Blodgett Elementary: Kindergarten</li> <li>• Clemens Primary: Students with Last Name A-J Only</li> <li>• Philomath Elementary: 2<sup>nd</sup> Grade</li> <li>• Philomath Middle: 6<sup>th</sup> Grade</li> <li>• Philomath High: 9<sup>th</sup> Grade</li> <li>• Philomath Academy: K-12 New Students</li> </ul>	
09/07/2022 (Wednesday)	Enjoy the day with all students returning to most schools today! <ul style="list-style-type: none"> <li>• Blodgett Elementary: All Students (K-4)</li> <li>• Clemens Primary: Students with Last Name K-Z Only</li> <li>• Philomath Elementary: All Students (2-5)</li> <li>• Philomath Middle: All Students (6-8)</li> <li>• Philomath High: All Students (9-12)</li> <li>• Philomath Academy: All Students (K-12)</li> </ul>	
09/08/2022 (Thursday)	All Students Attending in All Schools!	
09/09/2022 (Friday)	All Students Attending in All Schools!	Remember... <b><i>Friday's are Early Release Days!</i></b>

**Dates to Remember:**

- September 14<sup>th</sup> (Wednesday) PSD Back-to-School Open House
- September 23<sup>rd</sup> (Friday) SpEd Staff Meeting (Licensed SpEd Staff Only) @ 1:30pm-3:00pm @ PSD Board Room
- October 17-22 (M-S) PHS Homecoming Week
- October 21, 2022 (Friday) PHS Homecoming Parade (AM)



# Philomath School District

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

August 18, 2022

Board Members:

The current projected ending fund balance for the fiscal year ending June 30, 2022 is approximately \$1,715,806.

The Business Office staff is in the process of closing out the 2021-22 fiscal year, and preparing for our annual audit, scheduled to take place in October.

July 2022 General Fund Expenditures totaled \$763,942. Expenditures that exceed \$10,000 are as follows:

• Fifth Third Bank	\$ 11,115	(Lease Payment - Computers)
• Renaissance Learning, Inc.	\$ 11,551	(Star360 Assessment Subscription)
• PNW Energy Group, LLC	\$ 12,876	(Lighting upgrade at PHS)
• Canvas Landscape Maintenance, LLC	\$ 13,800	(Irrigation system install PHS FB)
• Pacific Power	\$ 16,419	(June Power bill)
• Houghton Mifflin Harcourt	\$ 31,205	(CPS LA Curriculum Purchase)
• PACE	\$ 158,381	(Annual Liability Insurance Policy)

There are 2 resolutions included with this report. Resolution 2122-08 is to re-allocate appropriations to the Pool Operation Fund for the 2021-2022 fiscal year. Resolution 2223-01 is to recognize and accept additional funding for 2022-23 of \$204,850 from the Oregon Department of Education for the Recruitment and Retention grant.

Respectfully Submitted,

Jennifer Griffith  
Business Manager

## Benton County School District 17J

### Student Activities Summary Report

Fiscal Year: 2022-2023

From: 7/1/2022 To: 7/31/2022

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	9,530.69	.00	.00	9,530.69	.00	9,530.69
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	8,420.09	.00	.00	8,420.09	.00	8,420.09
284.0000.9701.097.797.815 CPS Donations	4,802.88	.00	(245.00)	4,557.88	.00	4,557.88
284.0000.9701.097.797.816 PES Grants	4,723.98	.00	.00	4,723.98	.00	4,723.98
284.0000.9701.097.797.826 PES Field Trips	3,345.29	.00	.00	3,345.29	.00	3,345.29
284.0000.9701.097.797.827 PES Library	563.66	.00	.00	563.66	.00	563.66
284.0000.9701.097.797.828 PES Donations-Unrestricted	2,150.06	.00	(462.95)	1,687.11	.00	1,687.11
284.0000.9701.097.797.830 PES Music	(138.22)	.00	.00	(138.22)	.00	(138.22)
284.0000.9701.097.797.840 PES School Enhancement	25.30	.84	.00	26.14	.00	26.14
284.0000.9701.097.797.841 PES Science	(110.91)	.00	.00	(110.91)	.00	(110.91)
284.0000.9701.097.797.842 PES Social Committee	393.86	.00	(125.00)	268.86	.00	268.86
284.0000.9701.097.797.845 PES Textbook Damage Fees	65.70	.00	.00	65.70	.00	65.70
284.0000.9701.097.797.846 PES Yearbook	(217.35)	.00	.00	(217.35)	.00	(217.35)
284.0000.9701.097.797.847 PES Students in Need	312.71	.00	(9.30)	303.41	.00	303.41
284.0000.9701.097.797.849 CPS Students in Need	(419.56)	.00	.00	(419.56)	.00	(419.56)
284.0000.9701.097.797.850 PES School Supplies	1,315.82	.00	.00	1,315.82	.00	1,315.82
<b>GRAND TOTALS</b>	34,811.11	.84	(842.25)	33,969.70	.00	33,969.70

End of Report



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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	1,066.99	.00	.00	1,066.99	.00	1,066.99
285.0000.9701.098.798.502 PMS Athletics	3,708.99	.00	.00	3,708.99	.00	3,708.99
285.0000.9701.098.798.503 PMS Band	5,187.66	.00	(75.00)	5,112.66	.00	5,112.66
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	682.56	.00	.00	682.56	.00	682.56
285.0000.9701.098.798.508 PMS Drama	10,181.66	.00	(274.03)	9,907.63	.00	9,907.63
285.0000.9701.098.798.510 PMS Library	193.37	.00	.00	193.37	.00	193.37
285.0000.9701.098.798.511 PMS Life Skills	662.55	.00	.00	662.55	.00	662.55
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	23,290.23	.00	.00	23,290.23	.00	23,290.23
285.0000.9701.098.798.516 PMS Sports/Pay-to-Play	25.00	.00	.00	25.00	.00	25.00
285.0000.9701.098.798.518 PMS Reeds	(623.31)	.00	.00	(623.31)	.00	(623.31)
285.0000.9701.098.798.519 PMS School Enhancement	1,524.10	2.21	.00	1,526.31	.00	1,526.31
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	711.60	.00	(146.59)	565.01	.00	565.01
285.0000.9701.098.798.522 PMS Struxness - Helping Families	1,701.14	.00	.00	1,701.14	.00	1,701.14
285.0000.9701.098.798.523 PMS Student Body Fees	15,227.60	.00	(906.23)	14,321.37	.00	14,321.37
285.0000.9701.098.798.524 PMS Suspension Account	301.50	.00	.00	301.50	.00	301.50
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	4,585.90	.00	.00	4,585.90	.00	4,585.90

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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	120.00	.00	.00	120.00	.00	120.00
285.0000.9701.098.798.535 PMS School Supplies	.00	.00	.00	.00	.00	.00
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	426.02	.00	.00	426.02	.00	426.02
285.0000.9701.098.798.538 PMS Engineering	837.01	.00	(311.86)	525.15	.00	525.15
<b>GRAND TOTALS</b>	<b>80,974.32</b>	<b>2.21</b>	<b>(1,713.71)</b>	<b>79,262.82</b>	<b>.00</b>	<b>79,262.82</b>

End of Report

## Benton County School District 17J

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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	778.68	.00	.00	778.68	.00	778.68
286.0000.9701.099.799.603 PHS AP Testing	.84	.00	.00	.84	.00	.84
286.0000.9701.099.799.604 PHS Art	3,978.42	.00	(96.00)	3,882.42	.00	3,882.42
286.0000.9701.099.799.606 PHS ASB	2,739.77	.00	.00	2,739.77	.00	2,739.77
286.0000.9701.099.799.607 PHS Athletic Officials	(10,723.52)	.00	(950.00)	(11,673.52)	950.00	(10,723.52)
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	9,436.31	.00	.00	9,436.31	.00	9,436.31
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	2,578.51	.00	.00	2,578.51	.00	2,578.51
286.0000.9701.099.799.616 PHS Botany	2,630.11	.00	(133.95)	2,496.16	.00	2,496.16
286.0000.9701.099.799.617 PHS Boys Basketball	15,822.75	.00	.00	15,822.75	(295.28)	15,527.47
286.0000.9701.099.799.618 PHS Cheerleading	10,302.25	830.00	(5,161.51)	5,970.74	424.50	6,395.24
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	1,217.06	.00	(762.00)	455.06	.00	455.06
286.0000.9701.099.799.621 PHS Cross Country	4,861.79	.00	.00	4,861.79	.00	4,861.79
286.0000.9701.099.799.622 PHS Dance Team	6,112.19	.00	(4,419.50)	1,692.69	.00	1,692.69
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	2,325.00	.00	.00	2,325.00	.00	2,325.00
286.0000.9701.099.799.633 PHS First Team	8,871.64	.00	.00	8,871.64	.00	8,871.64

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286.0000.9701.099.799.635 PHS Foods	4,094.16	.00	(267.28)	3,826.88	.00	3,826.88
286.0000.9701.099.799.636 PHS Football	9,382.72	.00	.00	9,382.72	.00	9,382.72
286.0000.9701.099.799.637 PHS Forestry	13,151.36	.00	(156.49)	12,994.87	.00	12,994.87
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	322.34	.00	.00	322.34	.00	322.34
286.0000.9701.099.799.640 PHS Girls Basketball	10,577.37	.00	.00	10,577.37	(295.08)	10,282.29
286.0000.9701.099.799.641 PHS Health Occ/Anatomy	26.96	.00	.00	26.96	.00	26.96
286.0000.9701.099.799.642 PHS Green Team	151.56	.00	.00	151.56	.00	151.56
286.0000.9701.099.799.643 PHS Racial Equity Club	107.00	.00	(100.00)	7.00	.00	7.00
286.0000.9701.099.799.644 PHS Life Skills	1,777.30	.00	.00	1,777.30	.00	1,777.30
286.0000.9701.099.799.645 PHS Library	504.51	.00	(9.99)	494.52	.00	494.52
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	7,784.92	.00	(9.95)	7,774.97	.00	7,774.97
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	1,591.84	.00	.00	1,591.84	.00	1,591.84
286.0000.9701.099.799.654 PHS Music Choir	(789.48)	.00	.00	(789.48)	.00	(789.48)
286.0000.9701.099.799.655 PHS Music Tour	11,924.09	.00	.00	11,924.09	.00	11,924.09
286.0000.9701.099.799.656 PHS National Honor Society	2,385.39	.00	(385.00)	2,000.39	.00	2,000.39
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	375.74	.00	.00	375.74	.00	375.74

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286.0000.9701.099.799.664 PHS PHS Pay to Play	1,797.50	.00	.00	1,797.50	.00	1,797.50
286.0000.9701.099.799.665 PHS Preschool	3,698.22	.00	(259.31)	3,438.91	.00	3,438.91
286.0000.9701.099.799.666 PHS Prom	1,613.78	.00	.00	1,613.78	.00	1,613.78
286.0000.9701.099.799.667 PHS PSAT Fee Collections	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.670 PHS Scholarship	700.77	.00	.00	700.77	.00	700.77
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	263.69	.00	.00	263.69	.00	263.69
286.0000.9701.099.799.674 PHS School Enhancement	6,496.87	7.65	(312.14)	6,192.38	.00	6,192.38
286.0000.9701.099.799.675 PHS School of Business	3,006.11	.00	(89.96)	2,916.15	.00	2,916.15
286.0000.9701.099.799.676 PHS Science	27.45	.00	.00	27.45	.00	27.45
286.0000.9701.099.799.678 PHS Soccer Boys	1,042.79	.00	.00	1,042.79	.00	1,042.79
286.0000.9701.099.799.679 PHS Soccer Girls	850.69	.00	.00	850.69	.00	850.69
286.0000.9701.099.799.680 PHS Softball	11,490.25	.00	(107.70)	11,382.55	.00	11,382.55
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	1,131.79	.00	.00	1,131.79	.00	1,131.79
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	1,385.00	.00	.00	1,385.00	.00	1,385.00
286.0000.9701.099.799.686 PHS Swim Team	1,346.24	1,850.00	.00	3,196.24	.00	3,196.24
286.0000.9701.099.799.687 PHS Tennis	6,304.25	.00	.00	6,304.25	.00	6,304.25
286.0000.9701.099.799.689 PHS Theatre	1,532.74	.00	.00	1,532.74	.00	1,532.74
286.0000.9701.099.799.690 PHS Track	1,262.29	.00	.00	1,262.29	.00	1,262.29
286.0000.9701.099.799.691 PHS ASB Leadership Camp	.00	.00	.00	.00	.00	.00

## Benton County School District 17J

### Student Activities Summary Report

Fiscal Year: 2022-2023

From: 7/1/2022 To: 7/31/2022

Print Detail

Page Break by Activity

Exclude Encumbrances

Reverse Signs

Subtotal By Journal

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.693 PHS Volleyball	4,508.84	.00	.00	4,508.84	.00	4,508.84
286.0000.9701.099.799.695 PHS Warrior Wellness	937.75	.00	.00	937.75	.00	937.75
286.0000.9701.099.799.696 PHS Wrestling	897.08	.00	.00	897.08	.00	897.08
286.0000.9701.099.799.697 PHS Yearbook	22,470.09	.00	(4,186.94)	18,283.15	.00	18,283.15
286.0000.9701.099.799.698 PHS Lagestee PTP Waiver Scholarship	5,438.90	.00	.00	5,438.90	.00	5,438.90
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	991.61	20.00	.00	1,011.61	.00	1,011.61
<b>GRAND TOTALS</b>	209,151.48	2,707.65	(17,407.72)	194,451.41	784.14	195,235.55

End of Report

## 2022 Summer Programs

### Clemens

- Jump Start:
  - August 15-26
  - 9:00-12:00 pm
  - Free lunch after
- Lit Camp
  - August 15-26
  - 1:00-3:30 pm
  - Free lunch before

### PES

- Lit Camp
  - August 15-26
  - 9:00-12:00 pm
  - Free lunch after (Busses swing by)
  - 65 students served
- Enrichment Camps
  - 7 enrichment camp opportunities
  - 5 camps are/were run, 2 of which have two sessions
  - ~51 students served

### PMS

- Summer School
  - Cancelled

### PHS

- Credit Recovery
  - June 19-30, August 15-26
  - 8:30-11:30
- 14 students served
- Enrichment Camps
  - 2 enrichment camp opportunities, both running
  - ~15 students served

### Free Lunch

- 6/22-8/27
- 12:15-12:45
- Clemens Primary

## 2022 Enrichment Camps

Camp	Run	Not Run (low enrollment)
Creative Writing		x
Mythology Camp	x	
Bucket Drumming (2)		x
Just the ABC's (2)	x	
Craft Camp (2)	x	
Social Butterflies	x	
Physics Camp	x	
Mural Camp	x	
Drumline Camp	x	



EMPLOYMENT CONTRACT BETWEEN

Susan M Halliday

AND  
THE GOVERNING BOARD OF THE  
PHILOMATH SCHOOL DISTRICT NO. 17J  
OF PHILOMATH, OREGON

for

July 1, 2022 – June 30, 2025

THIS AGREEMENT, takes effect on July 1, 2022, between Philomath School District No. 17J, acting through its *Board of Directors*, and Susan M. Halliday, hereinafter referred to as Superintendent.

WITNESSETH:

Whereas, the Superintendent is desirous of serving as the chief executive officer of the District and to perform all duties required by that office; and

Whereas, the District is desirous of securing a Superintendent of Schools to supervise and direct the schools and the educational program of the District under general supervision of the District's school board;

Now, therefore, in consideration of the mutual promises contained herein, the District hereby employs the Superintendent as Superintendent of Schools in and for said District, and the Superintendent hereby accepts such employment upon the terms and conditions following:

1. **TERM:** The District hereby employs the Superintendent for a period of three (3) years beginning on the first day of July 2022, and terminating on the 30th day of June 2025.

On or before March 15, 2024, the Board may notify the Superintendent in writing of the District's intention to either:

- A. Issue a new three-year contract effective July 1, 2025 through June 30, 2028, or
  - B. Extend the current contract for a period not more than one year, or
  - C. Provide, in writing, notice that this contract will not be renewed or extended.
  - D. The provisions of the proposed renewal contract or its extension, and the compensation and benefits to be paid, shall be mutually agreed between the parties. If the parties are unable to agree on the terms of the contract renewal or extension by May 1, 2025, the Agreement shall expire on June 30, 2025 as provided.
2. **SALARY:** The Superintendent shall faithfully perform the duties of Superintendent of Schools for two hundred sixty (260) days each contract year and shall perform such duties as prescribed by the laws of the state of Oregon and by the rules and regulations made thereunder by the Board. The District shall pay the Superintendent a salary of \$135,000 for the 2022-2023 school year, requesting no increase from the 2021-2022 salary. The Superintendent will be paid in twelve (12) equal monthly payments.

The Superintendent's salary for 2023-2024 and 2024-2025 of this contract shall be increased on July 1 by a by 1.5% per year cost-of-living adjustment (COLA). The Board and Superintendent may mutually agree to adjust benefits provided by the District to the Superintendent during the term of this contract, no later than April 30 of each year. The Board reserves the right to reduce the Superintendent's salary if the District closes temporarily due to budget restrictions, damage, or for disciplinary reasons.

3. **DUTIES:** The Superintendent shall devote full time, skill, labor, and attention to the operation of the District. As chief executive officer of the District, the Superintendent shall perform the duties of the District Superintendent as prescribed by the laws of the State of Oregon in accordance with Board policy. In addition to the powers and duties set forth in the Oregon Revised Statutes and Oregon Administrative Rules, the Superintendent shall have the additional powers and duties set forth in the position description of Superintendent.

The Superintendent shall direct and assign the staff of the District; shall organize, reorganize, and arrange the administration and supervision as best serves the District; shall select all personnel, subject to the approval of the Board; shall suggest policies, regulations, rules, and procedures deemed necessary for the well-ordering of the District; and in general will perform all duties incidental to the office of Superintendent and other such duties as may be specified and/or delegated by the Board.

4. **SUPERINTENDENT AND BOARD RESPONSIBILITIES:** Recognizing the need for open communication between the publicly elected Board and the Superintendent, the members of the Board, individually and collectively, further agree to share with the Superintendent, in a timely manner, criticisms, complaints, and suggestions called to their attention regarding School District operations. However, criticisms or complaints about the Superintendent will be shared with the Superintendent at the Board's discretion.
5. **GOALS AND OBJECTIVES:** Prior to the coming school year, the parties will meet to establish District and Superintendent goals and objectives for the ensuing school year. The Superintendent goals and objectives shall be reduced to writing and shall be among the criteria by which the Superintendent is evaluated as hereafter provided. The Superintendent and the Board shall meet not later than July 1 each year to discuss Superintendent/Board relationships and Superintendent Evaluation.
6. **SUPERINTENDENT'S CERTIFICATE:** The Superintendent shall furnish throughout the life of this Agreement a valid and appropriate license as defined in ORS 342.140 to act as Superintendent of the State of Oregon as directed by the Board. Should the Superintendent fail to maintain a license in good standing, this Agreement shall become null and void at the sole option of the Board.
7. **EVALUATION:** At least once each fiscal year, the Board and the Superintendent shall meet no later than the end of August pursuant to ORS 192.660 (1) for the purpose of evaluation of the performance of the Superintendent, including Board/Superintendent relationships. The Board and the Superintendent shall express recommendations and observations on how the Superintendent's performance may be continually improved. The evaluation of the Superintendent by the Board shall be in writing and will become a permanent attachment to the Superintendent's personnel file.
8. **PROFESSIONAL GROWTH OF SUPERINTENDENT:** The District encourages the continuing professional growth of the Superintendent subject to approval by the Board. This might include:
  - A. The operation, programs and other activities conducted or sponsored by local, state and national school administrator and school board associations;
  - B. Utilizing support of a mentor to support individual learning and growth;
  - C. Seminars and courses offered by public or private educational institutions; and
  - D. Informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of the Superintendent to perform her professional responsibilities for the District.

In its encouragement, the District shall permit, only upon the Board's prior approval, a reasonable amount of release time for the Superintendent. The District shall also pay for necessary fees for travel, meals, and lodging, only for prior approved activities and only upon the Superintendent's submission of receipts to the Board.

9. **VACATION:** The Superintendent shall be entitled to 00 days of vacation each year of this contract, in addition to holidays normally observed by the District. Said holidays are as follows:

Memorial Day	Thanksgiving (2 days)	New Year's Day
Independence Day	Christmas Eve Day	Martin Luther King Jr. Day
Labor Day	Christmas Day	Juneteenth
Veterans' Day	New Year' Eve Day	

A maximum of five (5) vacation days may be carried over into the second and subsequent years of the contract. As an exception to begin 2022-2023, the superintendent may carry over up to an additional 5 days of unused vacation to be used in August 2022. At no time will there be more than 25.5 days of vacation available to the superintendent in any contract year. Annually, the Superintendent may be compensated for no more than five days of unused vacation. will be no compensation for unused vacation days. In the event of termination or expiration of this Agreement, the Superintendent shall be compensated for not more than 5 days of unused accrued vacation days at the salary rate effective at the time of termination or expiration of this Agreement.

10. **SICK LEAVE:** Sick leave shall be accrued in accordance with ORS 332.507. It is further agreed that no more than half of total sick leave days may be used for personal reasons, at the discretion of the superintendent, with prior notification to the board.

11. **BEREAVEMENT LEAVE:** The Superintendent will be granted up to five (5) days of leave for death in the immediate family with notification to the Board Chair. Immediate family shall include the Superintendent's spouse, child, grandchild, mother, father, sister, brother, sister-in-law, brother-in-law, son-in-law, daughter-in-law, niece and nephew, aunt, uncle. Others may be approved at the Board's discretion.

12. **INSURANCE BENEFITS:** The Superintendent will receive insurance benefits from the District based on the OEBC package.

Currently, the OEBC package consists of the following:

- A. Medical insurance
- B. Dental coverage
- C. Vision
- E. Long-term disability insurance (employee only)
- F. Short-term disability
- G. The District agrees to purchase the above mentioned benefit programs within the underwriting rules and regulations as set forth by the carrier(s) in the master contract(s) held by the policy holder.

Insurance coverage is offered subject to the rules and regulations of the insurance carrier. Continuation of these specific insurance policies is contingent upon possible changes in the contract with the District's administrative staff. In no case shall the District's contribution to pay insurance premiums for the Superintendent exceed \$1,400 per month. Continuation of insurance benefits under this contract is also contingent on the Superintendent remaining in paid status with the District.

13. **FRINGE BENEFITS:**

- A. The District will establish a 403(b) retirement savings plan for the Superintendent, and shall contribute \$500 monthly as a non-elective contribution (pre-tax), and is contributed by the District in addition to the Superintendent's salary.

14. **PERS:** The District shall pay the employer's and employee's contribution to PERS.
15. **HOUSING WITHIN THE DISTRICT:** It is understood that the Superintendent will live within the Philomath School District boundaries, unless otherwise approved by the Board. The Board has approved the superintendent to keep her current residence in Corvallis.
16. **EXPENSES:** The District shall pay to reimburse the Superintendent for reasonable expenses approved by the Board and incurred by the Superintendent in the performance of her duties under this Agreement per District policy requiring receipts prior to receiving reimbursement.
17. **TRANSPORTATION EXPENSE:** The Superintendent shall be reimbursed for all travel expenses at the IRS rate for reasonable travel expenses incurred by the Superintendent in the performance of her duties under this Agreement. Such reimbursements shall not exceed \$2,000 per year, without prior approval from the board.
17. **TUITION REIMBURSEMENT:** The District shall reimburse the Superintendent for tuition up to 9 hours per year upon receipt of verification of successful completion of approved professional development/licensing courses. What qualifies as successful completion of a course will be decided upon by the Board prior to the beginning of the course (*e.g.*, B or better in a graded course or pass in a pass/fail course).
18. **MEMBERSHIP DUES:** The District may pay the cost of the Superintendent's annual membership dues in the following organizations:
  - A. Confederation of Oregon School Administrators
  - B. AASA, The School Superintendents' Association
  - C. Association for Supervision and Curriculum Development.
  - D. Up to two civic organizations.

The Superintendent will assume cost for professional and/or civic organization membership beyond those listed above.

19. **TERMINATION OF EMPLOYMENT CONTRACT:**
  - A. **Termination for Cause:** In the event the District intends to act to terminate this Agreement prior to its termination date without the Superintendent's written concurrence, the Superintendent shall be entitled to a due process hearing before the Board prior to the occurrence of any purported act of termination. For the purposes of this subsection, "cause" includes, but is not limited to: breach of this Agreement, violation of board policy, job performance, misconduct, or other conduct prejudicial to the mission of the District. Due process shall include at least a written notice of the reasons why the District intends to terminate this Agreement, the right to appear before the Board in closed session or public hearing, at the option of the Superintendent, to be represented at the hearing by a representative of the Superintendent's choice, and the right to a written decision describing the results of the hearing. The District will give the Superintendent no less than ten (10) working days' notice in advance of termination. The Superintendent may be represented by counsel at such meeting at the Superintendent's sole cost and expense. This provision does not constitute a waiver of any rights the District or the Superintendent may have to enforce this Agreement in the courts under contract or other applicable law. The Superintendent will be paid for days actually worked, accrued vacation and holidays that occur prior to notice of termination of the Agreement, but will not be entitled to severance or other payments.

**B. No-Cause Termination:** In the event the District intends to act to terminate this Agreement prior to its termination date without any showing of cause, protocols in Oregon law (ORS 332.505) will be followed.

**C. Termination at the Request of the Superintendent:** In the event that the Superintendent intends to act to terminate this Agreement prior to its termination date, she shall give the District 90 day's written notice.

20. **MODIFICATION:** This Contract supersedes all prior agreements and understandings between the parties. The parties may, during the term of this agreement, mutually agree to modify any of its terms. Any modifications will be in writing, signed by both parties and attached to this document.

IN WITNESS WHEREOF, the District pursuant to the authority of its Board of Directors, by resolution duly and regularly adopted on has caused two copies of this Agreement to be signed in the name of the District by the Chairperson of the School Board, and the Superintendent having hereunto affixed their hand the day and year herein below mentioned.

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**PHILOMATH SCHOOL DISTRICT NO. 17J**

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Rick Wells, Board Chairperson                      Date

---

Susan Halliday, Superintendent                      Date

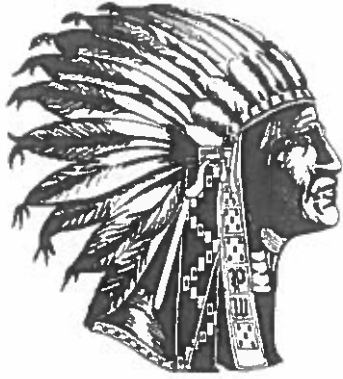


## **Native Land Acknowledgement**

**Every community owes its existence and vitality to generations from around the world who contributed their hopes, dreams, and energy to making the history that led to this moment. Some were brought here against their will, some were drawn to leave their distant homes in hope of a better life, and some have lived on this land for more generations than can be counted. Truth and reconciliation are critical to building mutual respect and connection across all barriers of heritage and difference.**

**We begin this effort to acknowledge what has been buried by honoring the truth. We are gathering on ancestral and occupied lands of the Confederated Tribes of the Siletz Indians, as well as the Chinook, Clatsop, Confederated Tribes of the Grand Ronde, and more who may call this place home. We pay respects to their elders past, present, and future. Please take a moment to consider the many legacies of violence, displacement, migration, and settlement that bring us together here today.**

The CEI Land Acknowledgement text is adapted from recommendations found in the USDAC guidebook on honoring native land with resources shared by NAYA.



# 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



August 15, 2022

To the Philomath School Board,

Philomath High School is seeking board approval for co-op agreements for boys and girls soccer, swimming, baseball, and softball with Alsea High School. Alsea High School does not have enough athletes to field their own teams or the proper facilities to host these teams. We would like to seek four-year co-op agreements for boys and girls soccer, swimming, baseball, and softball. The co-op agreement will begin in the 2022-2023 through the 2025-2026. Any co-op may be dissolved during the duration of the agreement, if either school determines the need for the co-op no longer exists.

Sincerely,

Tony Matta  
Assistant Principal  
Athletic Director  
Philomath High School

ab



CONSENT AGENDA

**August 18, 2022**

Updated: 8/15/22 2:02 PM

**A. List of Bills:**

- 1. July 2022

**B. Minutes:**

- 1. Regular Session – July 13, 2022
- 2. Special Session – August 9, 2022

**C. Resolution:**

- 1. Resolution 2122-08 – To Transfer Appropriations between funds in FY 2021-2022
- 2. Resolution 2223 -01 – Approving Unanticipated funding for FY 2022-2023

**D. Leave of Absence:**

- 1. None at this time

**E. Out of State Travel:**

- 1. None at this time

**F. Personnel/Staffing Adjustments:**

**1. Retirements:**

- i. None at this time

**2. Resignations:**

- i. KVCS Instructional Assistant                      Sally Hockema
- ii. PMS Instructional Assistant                      Ryan Kildea
- iii. CPS Instructional Assistant                      Greta Pyle

**3. New Hires:**

- i. District Executive Assistant                      Michelle McRae
- ii. PHS Instructional Assistant                      Sally Hockema
- iii. PHS Administrative Assistant                      Dawnia Kohn
- iv. PHS Attendance Secretary                      Chantell Kohn
- v. District Maintenance II                      Nick Richey
- vi. CPS Instructional Assistant                      Danielle Carter

**4. Staff Reassignments/Changes in FTE:**

- i. None at this time

**5. Coaches:**

- i. PHS Assistant Volleyball Coach                      Jordynn Slater
- ii. PHS Assistant Volleyball Coach                      Kylie Meyers-Merlinio

**6. Extra Duty Assignments:**

- i. None at this time

## Benton County School District 17J

### Reprint Check Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:**

**From Date:** 07/01/2022

**To Date:** 07/31/2022

**From Check:**

**To Check:**

**From Voucher:**

**To Voucher:**

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
1339	07/07/2022	CASH	\$200.00	1006	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
1340	07/14/2022	MAHONEY, TARA	\$891.00	1008	Printed	Expense	<input type="checkbox"/>		
1341	07/29/2022	DREAM CAMPS	\$3,140.00	1020	Printed	Expense	<input type="checkbox"/>		
21365	07/11/2022	ENVIRONMENTAL INSPECTION SERVICES	\$8,000.00	1001	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21366	07/14/2022	IMPERO SOLUTIONS, INC.	\$1,448.07	1506	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21367	07/14/2022	BACKUPIFY, INC.	\$4,500.00	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21368	07/14/2022	CENTURYLINK	\$71.48	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21369	07/14/2022	CINTAS CORP	\$5,919.84	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21370	07/14/2022	CONSUMERS POWER INC	\$743.10	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21371	07/14/2022	CTX	\$304.56	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21372	07/14/2022	DELL MARKETING LP	\$3,211.96	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21373	07/14/2022	DEPARTMENT OF ADMINSTRATIVE SERVICES	\$341.53	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21374	07/14/2022	HOUGHTON MIFFLIN HARCOURT	\$31,205.60	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21375	07/14/2022	K12 Management DBA FuelEd	\$1,081.55	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21376	07/14/2022	MPTV	\$917.53	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21377	07/14/2022	PHILOMATH RENTAL	\$523.65	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21378	07/14/2022	VACUUM TUBE SOURCE	\$4,000.00	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21379	07/14/2022	WALTER E. NELSON OF EUGENE	\$252.70	1508	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21380	07/14/2022	ACCUITY, LLC	\$2,000.00	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21382	07/14/2022	CARRUTH COMPLIANCE CONSULTING, INC.	\$2,637.62	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21383	07/14/2022	CASH	\$1,673.00	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21384	07/14/2022	HILBERG, AUTUMN	\$79.90	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	

## Benton County School District 17J

### Reprint Check Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:**

**From Date:** 07/01/2022

**To Date:** 07/31/2022

**From Check:**

**To Check:**

**From Voucher:**

**To Voucher:**

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
21385	07/14/2022	KINGS VALLEY CHARTER SCHOOL	\$150.00	1009	Printed	Expense	<input type="checkbox"/>		
21386	07/14/2022	LAWRENCE CO	\$210.00	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21387	07/14/2022	PACE	\$158,381.00	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21388	07/14/2022	PNW ENERGY GROUP, LLC	\$12,876.00	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21389	07/14/2022	READ NATURALLY	\$2,470.00	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21390	07/14/2022	RED ROVER TECHNOLOGIES LLC	\$5,639.50	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21391	07/14/2022	ROBERT LLOYD SHEET METAL, INC.	\$1,811.52	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21392	07/14/2022	TRANSACT COMMUNICATIONS, INC.	\$2,916.00	1009	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21393	07/18/2022	CITY OF PHILOMATH-FINANCE DEPT.	\$541.40	1011	Printed	Expense	<input checked="" type="checkbox"/>	07/31/2022	
21394	07/29/2022	AMERICAN FIDELITY - INS	\$607.36	1022	Printed	Payroll Ded	<input type="checkbox"/>		
21395	07/29/2022	AMERICAN FIDELITY ASSURANCE CO - 403b	\$575.00	1022	Printed	Payroll Ded	<input type="checkbox"/>		
21396	07/29/2022	DOJ - Child Support	\$261.00	1022	Printed	Payroll Ded	<input type="checkbox"/>		
21397	07/29/2022	INVESCO INVESTMENT SERVICES, INC.	\$4,888.54	1022	Printed	Payroll Ded	<input type="checkbox"/>		
21398	07/29/2022	NEWPORT TRUST COMPANY	\$1,883.14	1022	Printed	Payroll Ded	<input type="checkbox"/>		
21399	07/29/2022	OSEA	\$469.51	1022	Printed	Payroll Ded	<input type="checkbox"/>		
21400	07/29/2022	PenServ Plan Services, Inc/ Foresters	\$200.00	1022	Printed	Payroll Ded	<input type="checkbox"/>		
21401	07/29/2022	TEXAS LIFE	\$108.80	1022	Printed	Payroll Ded	<input type="checkbox"/>		
21402	07/29/2022	AMERICAN FIDELITY ASSURANCE CO - FLEX	\$316.82	1514	Printed	Expense	<input type="checkbox"/>		
21403	07/29/2022	EDNETICS, INC.	\$5,997.84	1514	Printed	Expense	<input type="checkbox"/>		
21404	07/29/2022	MEEKINS DRAFTING	\$1,000.00	1514	Printed	Expense	<input type="checkbox"/>		
21405	07/29/2022	NORTHWEST NATURAL GAS CO.	\$2,059.67	1514	Printed	Expense	<input type="checkbox"/>		

## Benton County School District 17J

### Reprint Check Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:**

**From Date:** 07/01/2022

**To Date:** 07/31/2022

**From Check:**

**To Check:**

**From Voucher:**

**To Voucher:**

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
21406	07/29/2022	AT&T MOBILITY	\$194.02	1028	Printed	Expense	<input type="checkbox"/>		
21407	07/29/2022	AT&T ONENET SERVICE	\$4.34	1028	Printed	Expense	<input type="checkbox"/>		
21408	07/29/2022	BEACOCK MUSIC	\$99.42	1028	Printed	Expense	<input type="checkbox"/>		
21409	07/29/2022	CANVAS LANDSCAPE MAINTENANCE, LLC	\$13,800.00	1028	Printed	Expense	<input type="checkbox"/>		
21410	07/29/2022	COLUMBIA CONCRETE SAW CO	\$1,000.00	1028	Printed	Expense	<input type="checkbox"/>		
21411	07/29/2022	CREATIVE GRAPHICS	\$50.00	1028	Printed	Expense	<input type="checkbox"/>		
21412	07/29/2022	CRIMINAL INFORMATION SERVICES, INC.	\$44.00	1028	Printed	Expense	<input type="checkbox"/>		
21413	07/29/2022	CTX	\$545.65	1028	Printed	Expense	<input type="checkbox"/>		
21414	07/29/2022	EDMONDS, DOUG	\$237.00	1028	Printed	Expense	<input type="checkbox"/>		
21415	07/29/2022	ENVIRONMENTAL INSPECTION SERVICES	\$4,800.00	1028	Printed	Expense	<input type="checkbox"/>		
21416	07/29/2022	FIFTH THIRD BANK	\$11,115.24	1028	Printed	Expense	<input type="checkbox"/>		
21417	07/29/2022	GARRETT HEMANN ROBERTSON	\$3,433.00	1028	Printed	Expense	<input type="checkbox"/>		
21418	07/29/2022	INSTRUCTURE, INC.	\$3,948.75	1028	Printed	Expense	<input type="checkbox"/>		
21419	07/29/2022	LABSTER, INC.	\$1,000.00	1028	Printed	Expense	<input type="checkbox"/>		
21420	07/29/2022	NORTH RIDGE AUTOMOTIVE	\$227.98	1028	Printed	Expense	<input type="checkbox"/>		
21421	07/29/2022	PACIFIC POWER	\$16,419.24	1028	Printed	Expense	<input type="checkbox"/>		
21422	07/29/2022	PLATT ELECTRIC SUPPLY INC	\$253.59	1028	Printed	Expense	<input type="checkbox"/>		
21423	07/29/2022	PYAC	\$40.00	1028	Printed	Expense	<input type="checkbox"/>		
21424	07/29/2022	RENAISSANCE LEARNING, INC.	\$11,550.75	1028	Printed	Expense	<input type="checkbox"/>		
21425	07/29/2022	ROTO ROOTER	\$310.00	1028	Printed	Expense	<input type="checkbox"/>		
21426	07/29/2022	SCHAEFERS RECREATION	\$1,911.95	1028	Printed	Expense	<input type="checkbox"/>		
21427	07/29/2022	SKINKIS, KAREN	\$167.41	1028	Printed	Expense	<input type="checkbox"/>		

## Benton County School District 17J

### Reprint Check Listing

Fiscal Year: 2022-2023

**Criteria:**

**Bank Account:**

**From Date:** 07/01/2022

**To Date:** 07/31/2022

**From Check:**

**To Check:**

**From Voucher:**

**To Voucher:**

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
21428	07/29/2022	TWGW, INC.	\$11.26	1028	Printed	Expense	<input type="checkbox"/>		
21429	07/29/2022	US BANK EQUIPMENT FINANCE	\$1,337.07	1028	Printed	Expense	<input type="checkbox"/>		
21430	07/29/2022	WALTER E. NELSON OF EUGENE	\$598.50	1028	Printed	Expense	<input type="checkbox"/>		
45987	07/20/2022	GRAFF, CYNTHIA S	\$203.15	28	Printed	Payroll	<input checked="" type="checkbox"/>	07/31/2022	
45988	07/29/2022	GRAFF, CYNTHIA S	\$118.50	1	Printed	Payroll	<input type="checkbox"/>		
45989	07/29/2022	MIKULA, CASIMIR J	\$23.04	1	Printed	Payroll	<input type="checkbox"/>		
45990	07/29/2022	MIKULA, MAXIMILIAN K	\$84.00	1	Printed	Payroll	<input type="checkbox"/>		
45991	07/29/2022	MIKULA, ZYGMUNT A	\$600.00	1	Printed	Payroll	<input type="checkbox"/>		
45992	07/29/2022	MORRISON, MARSHALL A	\$519.68	1	Printed	Payroll	<input type="checkbox"/>		
45993	07/29/2022	WEEBER, KYAH M	\$340.61	1	Printed	Payroll	<input type="checkbox"/>		
45994	07/29/2022	BARTHULY, CYNTHIA A	\$7,197.90	1	Printed	Payroll	<input type="checkbox"/>		
45995	07/29/2022	GARCIA BAZAN, RICHARD	\$1,090.40	1	Printed	Payroll	<input type="checkbox"/>		
45996	07/29/2022	GRIFFITH, DAVID L	\$462.88	2	Printed	Payroll	<input type="checkbox"/>		

Total Amount: \$360,245.52

**End of Report**

# REGULAR SESSION

## Meeting Minutes

PHILOMATH SCHOOL DISTRICT 17J

District Office

1620 Applegate Street, Philomath

7/13/2022 07:30 PM

### B. REGULAR SESSION ~ 7:30 p.m.

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 July 13, 2022, at 7:30 p.m. at the Philomath School District Boardroom (1620 Applegate Street, Philomath, OR). Those in attendance included Philomath School Board of Directors, Rick Wells, Erin Gudge, Anton Grube, Karen Skinkis and Joe Dealy; Superintendent, Susan Halliday; Interim Director of Finance, Jennifer Griffith; Philomath News Reporter, Brad Fuqua; Board Executive Assistant, Lillian Edmonds. Director Grube led the Pledge of Allegiance.
2. **Election of Board Members for 2022-2023**
  - i. Director Dealy made a motion to nominate Rick Wells to be the Board Chair. Second: Director Gudge. Motion passed 5-0.
  - ii. Director Skinkis made a motion to nominate Joe Dealy to be the Vice Chair. Second: Director Grube. Motion passed: 5-0.
3. **Set Regular Board Meeting Schedule for 2022-2023**
  - i. Director Skinkis made a motion that regular board meetings be on the third Thursday of the month. Second: Director Dealy. Motion passed: 5-0

### C. STRATEGY AND DISCUSSION ~

1. **Complaint Hearing Decision**
  - i. Director Wells noted that a public complaint came to the Board in a hearing held on July 13, 2022, in Executive Session. The complainant and the respondent provided statements. The Board considered information and statements presented during the hearing. Director Grube moved that the Board not substantiate the public complaint that was heard in tonight's Executive Session. Second: Director Skinkis. Motion passed: 5-0

### D. ACTION ITEMS ~

1. **Board Vacancy**
  - i. Director Grube submitted his resignation from his Board position, effective August 14, 2022. Director Gudge moved to accept the resignation. Second: Director Dealy. Motion passed: 4-0 with Director Grube abstaining.
  - ii. Filling the Vacancy protocol: The Board used Policy BBE and the OSBA protocol presented in the board packet as a guideline. The Board decided to open the vacancy position on July 14, 2022. Application will be accepted until August 5, 2022, by 2:00 p.m. The Board will convene on August 9, 2022, at 7:00 to interview candidates and make their appointment if possible. Otherwise the Board will make their appointment at the regular Board Meeting on August 18, 2022.
2. **OSEA Agreement Approval**

- i. The OSEA Collective Bargaining Agreement has been ratified by the members of the OSEA.
- ii. Most of the language items were to make sure that there was consistency of wording throughout.
- iii. Compensation: A new salary base was crafted due to the increase in minimum wage. Juneteenth was added as a holiday for those who work beyond that day. For the 2022-23 year the COLA will be 2.0 % and a 2.75% COLA in the 2023-24 school year.
- iv. Director Dealy moved that the Board accept the OSEA bargaining agreement with the Philomath School District 17J. Second: Director Gudge. Motion passed: 5-0.

**3. Consent Agenda**

- i. Director Dealy made a motion to accept the consent agenda. Second: Director Skinkis.
  - 1. Discussion: Director Wells asked that dates be added to the Alesa Co-Op document.
  - 2. Motion passed: 4-0, 1 abstention (Director Grube)

**4. Local Option Update ( added to agenda) – Christopher McMorrان**

- i. District legal counsel will review the language in the document before it is submitted. Christopher shared the wording being submitted. The Local Option renewal will be on the Nov 8<sup>th</sup> ballot.

**E. MEETING CLOSURE ~**

**1. Board Report & Thanks**

- i. The Board thanked Anton Grube for his service on the Board. Director Skinkis thanked the district for sending her to the OSBA conference. She would like to schedule a work session to share some ideas. Anton Grube thanked OSEA for how well negotiations went. He also thanked the Board members that he has served with over the years.

**2. Next Meeting Agenda Items**

- i. Filling of the vacant board seat.

**3. Board Requests & Adjournment**

- i. The meeting was adjourned at 8:07 p.m.

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Board Chair

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Superintendent

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Date

# Special Session

## Meeting Minutes

PHILOMATH SCHOOL DISTRICT 17J

District Office

1620 Applegate Street, Philomath

8/9/2022 07:00 PM

### A. SPECIAL SESSION ~ 7:00 p.m.

1. **Call to Order:** The Special Session of the Philomath School District Board of Directors was called to order by Board Chair, Rick Wells, on August 9, 2022, at 7:00 p.m. at the Philomath School District Boardroom (1620 Applegate Street, Philomath, OR). Those in attendance included Philomath School Board of Directors, Rick Wells, Erin Gudge, Karen Skinkis and Joe Dealy; Philomath News Reporter, Brad Fuqua; Board Executive Assistant, Lillian Edmonds. Director Dealy led the Pledge of Allegiance.
2. Board Chair, Rick Wells, explained the process that would be used to select the new Board member to fill the vacancy left when Anton Grube resigned his position. The candidate names were drawn randomly to determine the order in which to interview them.

### B. BOARD VACANCY CANDIDATE INTERVIEWS

1. Ryan Cheeke: He is a local farmer and grew up in Corvallis. He has employed Philomath students over the years. He has an interest in helping students find their passion. They need to be able to explore different areas to find their passion. He would like to see the schools focus on educational basics. He stated that history should be used as a way to learn from past experiences and math is a huge thing for all students to learn. His desire is to see students succeed in life.
2. Janelle Marcotte: She is an Information Systems Applications Manager and has experience in bringing a team of professionals together that is good experience for working on a school board. Every decision should take the children into consideration. She wants all students to know that they have opportunities. There are many multi-generational families and also new families moving in. The Board needs to bring all people together. She noted that the Board needs to understand where people are coming from and hear all sides. There needs to be diversity on the Board to hear everyone's voice.
3. Abigail Kurfman: She is a long term educator. Education is her passion. All students need to feel safe and supported. She has experience in grant writing and working on a bond campaign. She would support the well-being of students and staff to enable academic success. The Board should seek input from different constituent groups to make informed decisions. She would like to see student representation on the Board.
4. Christopher McMorran: He attended Philomath Schools, grades K-12, and is a graduate of PHS. There are complicated issues that the Board gets to deal with. He loves this school district and noted that this district is what has made him what he is today. It would be his



goal to help students feel the same level of support and to have opportunities like he did. Even though he is on several community committees and groups, he is ready to take on this Board role. He love this type of work. He suggests that the Board reach out to students more proactively. This would help to identify those student groups that are not being supported.

**C. ACTION ITEMS ~**

**1. Board Vote on Candidates**

**i. First Vote:**

1. Each Board member wrote down on a slip of paper the name of one candidate that they wanted to put forward for the position. The papers were submitted to Director Wells and he read the results. Directors Gudge, Skinkis, and Dealy voted for Christopher McMorran and Director Wells voted for Janelle Marcotte. Christopher McMorran received 3 votes, which is a majority for a 5 member board.
2. Director Dealy made a motion that Christopher McMorran be appointed to vacant position #2 of the Philomath School District Board of Directors, effective through June 30, 2023. Second: Karen Skinkis. Motion passed: 4-0

**2. New Board Member Oath of Office**

- i. Director Wells conducted the oath of office to swear in Christopher McMorran, to the vacant position on the Philomath School Board of Directors, position 2.

**D. MEETING CLOSURE ~**

**1. Next Meeting Agenda Items:**

- i. Professional Development for the School Board

**2. Adjournment:** The meeting was adjourned at 7:48 p.m.

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Board Chair

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Superintendent

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Date



# Philomath School District 17J

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

## RESOLUTION NO. 2223-01

### A RESOLUTION APPROVING UNANTICIPATED FUNDING FOR FISCAL YEAR 2022-2023

WHEREAS, the Board of Directors would like to recognize and accept additional funding for 2022-23 of \$204,850 in the form of a grant awarded by the State of Oregon, Department of Education. These funds will enable the district to support the retention and recruitment of K-12 educators and support personnel.

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 2022-2023 is hereby amended, and the amounts appropriated by the Board of Directors under Resolution 2223-01 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>			
Support Services	\$ 1,379,889	\$ 204,850	\$ 1,584,739

Passed by the Board of Directors of Philomath School District this 18<sup>th</sup> day of August 2022.

By: \_\_\_\_\_  
Board Chair

By: \_\_\_\_\_  
Superintendent



# Philomath School District 17J

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

## RESOLUTION NO. 2122-08

### A RESOLUTION TRANSFERRING APPROPRIATIONS BETWEEN FUNDS FOR FISCAL YEAR 2021-2022

WHEREAS, the Board of Directors has determined that an adjustment in appropriations between the Local/State/Federal Program Funds and the Pool Operation Fund is needed for the purpose of reclassifying previously appropriated costs.

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 2122-08 for the Local/State/Federal Program Funds and the Pool Operations 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>			
Community Services	\$ 825,639	\$ (14,500)	\$ 811,139
<i>Pool Operation Fund</i>			
Community Services	\$ 143,688	\$ 14,500	\$ 158,188

Passed by the Board of Directors of Philomath School District this 18<sup>th</sup> day of August 2022.

By: \_\_\_\_\_  
Board Chair

By: \_\_\_\_\_  
Superintendent