

Siuslaw School District 97J

Board of Directors' Meeting Information Packet



May 8, 2019

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Agenda	Item No: 050819-2
	Attachment: Yes
Reason: Approve Agenda	From: Andrew Grzeskowiak
	Date: May 8, 2019

Background:

The superintendent, board chair and vice-chair meet to prepare the agenda one week prior to the board meeting. Items of business may be suggested by any board member, staff member, student or citizen of the district by notifying the superintendent at least five working days prior to the meeting. Any changes to the agenda must be approved by majority vote.

Recommendation:

Administration recommends approval of the agenda.

Resolution #050819-2 Approve Agenda

Be it Resolved that the Siuslaw School District Board of Directors approve the May 8, 2019 agenda as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

Siuslaw School District 97J
Regular Board of Directors Meeting
Siuslaw School District Office, 2111 Oak Street, Florence, Oregon
Wednesday, May 8, 2019 at 6:30 p.m.

Notice and Agenda

1. Call to Order – Chair Mann-Heintz
2. Approve Agenda – Superintendent Grzeskowiak
3. Approve Consent Agenda – Superintendent Grzeskowiak
4. Public Participation – Chair Mann-Heintz
5. Co-educational and Community Partnerships – Suzanne Mann-Heintz
PTA Awards – Diane McCalmont
6. Program Highlights – Superintendent Grzeskowiak
ASPIRE/Scholarships - Moser
7. Action Items
 - a. Out of State Field Trip – HOSA – Superintendent Grzeskowiak
 - b. IGA Bus Testing – Superintendent Grzeskowiak
 - c. Healthy & Safe Schools Plan – Kari Blake
 - d. Revise 2019-2020 Student Calendar – Superintendent Grzeskowiak
 - e. Curriculum Adoption – Superintendent Grzeskowiak
 - f. Finalize Budget – Kari Blake
 - g. Policy Revisions and Updates – Superintendent Grzeskowiak
 - i. GBEBBA – Staff - HIV, AIDS, and HBV – 1st Reading
 - ii. GBNA/GBNA-AR - Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff – 1st Reading
 - iii. JECB/JECB-AR – Admissions of Nonresident Students – 1st Reading
 - iv. IKF/IKF-AR – Graduation Requirements – 2nd Reading
 - v. JFCF/JFCF-AR – Harassment, Intimidation, Bullying Policy – 2nd Reading
8. Acknowledgements – Chair Mann-Heintz and Board
9. Reports
 - a. Superintendent Communications – Superintendent Grzeskowiak
 - b. Business Manager Communications – Kari Blake
 - c. Administrator Reports – Superintendent Grzeskowiak
 - d. Board Chair Communications – Chair Mann-Heintz
 - *Board Self-Evaluation*
 - *Scholarship Night – May 30, 2019, FEC 5:30PM*
 - *May 17 – Retirees/VFW Teacher of the Year, SMS 2:00PM*
10. Adjourn – Chair Mann-Heintz

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Consent Agenda	Item No: 050819-3
	Attachment: Yes
Reason: Consent Business	From: Andrew Grzeskowiak
	Date: May 8, 2019

Background:

This month's consent agenda contains the following items:

Minutes of the
April 10, 2019 Regular Board Meeting
March and April Financial Reports
May 2019 Enrollment Report

Recommendation:

Administration recommends approval of the consent agenda as presented. The board is reminded that any consent agenda items which may require additional discussion may be added to the agenda as a regular item.

Resolution #050819-3 Consent Agenda

Be it Resolved that the Siuslaw School District Board of Directors approve the consent agenda as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

Siuslaw School District 97J
Regular Board of Directors Meeting
Siuslaw School District Office, 2111 Oak Street, Florence, Oregon
Wednesday, April 10, 2019 at 6:30 p.m.

Minutes

Mission: "Motivating and preparing all students to reach their greatest potential."

Directors: Paul Burns John Barnett Bob Sneddon
 Guy Rosinbaum Bill McDougle Tammy Butler (absent)
 Suzanne Mann-Heintz

Others in Attendance: Andy Grzeskowiak, Superintendent
 Kari Blake, Business Manager (absent)
 Vonnie McClellan, Board Secretary
 Staff, Patrons, Media

1. Chair Mann-Heintz called the meeting to order at 6:31PM and read the district mission statement. Siuslaw Middle School Assistant Principal Leonard Ulrich introduced flag salute student, Kyle Hughes. Kyle was nominated by 8th grade teacher, Heather Wiggins. Kyle was recognized for his WEB leadership, his passion for sports and his intelligence. Kyle is also part of the Knowles Creek Crew and a Boy Scout.
2. Chair Mann-Heintz welcomed patrons, staff and press. Mann-Heintz thanked Lane Education Service District Board Liaison, Mark Boren, for attending the meeting.
3. Vice-chair McDougle administered the oath of office to Robert (Bob) Sneddon, Board Position 3.
4. Approve Agenda
Superintendent Grzeskowiak recommended approval of the agenda.
Resolution #041019-4 Approve Agenda
John Barnett motioned that the Siuslaw School District Board of Directors approve the agenda as presented. Guy Rosinbaum seconded and the motion carried unanimously.
5. Approve Consent Agenda
Superintendent Grzeskowiak recommended approval of the consent agenda which included the following items:
Minutes of the March 13, 2019 Regular Board Meeting
April 2019 Enrollment Report
Confidential Staff Contracts
Resolution #041019-5 Consent Agenda
Paul Burns motioned that the Siuslaw School District Board of Directors approve the consent agenda as presented. Guy Rosinbaum seconded and the motion carried unanimously.
6. Public Participation
None

7. Program Highlights

AVID (Advancement Via Individual Determination)

Kerri Tatum shared information about the 2nd year of the AVID program at SHS and the 1st year at SMS.

School Resource Officer

School Resource Officer Brandon Bailey and Commander John Pitcher addressed the board to share and receive feedback from the board on the School Resource Officer program.

8. Co-educational and Community Partnerships

Western Lane Behavioral Health Network

Jason Hawkins, CAO of Peace Harbor Medical Center, shared information about a grant which totals nearly \$600,000 over a 3 year period, to establish two community health and wellness resource centers. One will be located at Mapleton School District and one at Siuslaw School District.

Rotary Youth Activities Committee

Jane Hanawalt updated the board on the work of the Rotary Youth Activities Committee. Activities included Camp RYLA, Rotary 4-Way Speech Competition, Interact Club and Rotary Youth Exchange.

Siuslaw Soccer Association

Nyra Campbell, Londi Tamaro, and Ramiro Ramirez provided the board with a handout of projected high school team numbers through the fall of 2024. The group stated that they wanted to formally request that the board include soccer as an official high school team sport.

Siuslaw Athletic Booster Club (SABC)

Steve Moser shared a power point with photos of projects completed by the SABC, shared the schedule of future SABC meetings, and announced the August 10, 2019 SABC Auction date.

9. Action Items

a. Accept Board Member Resignation, Tammy Butler

Superintendent Grzeskowiak announced that School Board Director, Tammy Butler, position 5, submitted her resignation from the board on March 20, 2019. The board must declare the position vacant. Board policy BBC Board Member Resignation states that the board must determine the procedures to be used in filling the vacancy. Grzeskowiak recommended the board accept Director Butler's resignation, declare position 5 vacant and discuss procedures to fill the vacancy.

Resolution #041019-9(a) Accept Resignation and Declare Board Seat #5 Vacant

Guy Rosinbaum motioned that the Siuslaw School District Board of Directors accept Director Butler's resignation and declare position 5 vacant. Paul Burns seconded the motion. Paul Burns shared some history with the board of Butler's 12 year tenure and expressed his deep appreciation of her service to the school district. Board members Rosinbaum and Barnett each expressed gratitude for what they learned from Butler and Barnett noted that she will be greatly missed. Mann-Heintz expressed that she depended on Butler's patient guidance. The board unanimously accepted Butler's resignation.

Resolution #041019-9(ab)

Guy Rosinbaum motioned that the board open the appointment process for board position 5. Paul Burns seconded. The board agreed to open the application

process immediately and accept applications through April 15, 2019 at 5:00PM. The board decided upon an April 17, 2019, 6:30PM special meeting to meet

applicants and appoint for position 5. The board unanimously approved the appointment process.

b. Accept Budget Member Resignation, Perry Larson

Superintendent Grzeskowiak recommended the board accept the resignation of Perry Larson, budget position 6, and declare the position open. Grzeskowiak recommended the position remain unfilled for the remainder of the term since there is not another regular board meeting until May 8, 2019.

Resolution #041019-9(b) Accept Budget Committee Resignation

Guy Rosinbaum motioned that the Siuslaw School District Board of Directors accept the resignation of Perry Larson, budget position 6, and that the position remain unfilled for the remainder of the term. John Barnett seconded and the motion carried unanimously.

c. Policy Revisions and Updates

i. GBDA – Mother Friendly Workplace

Superintendent Grzeskowiak recommended that the district repeal current Board policy GBDA and adopt the new recommended model policy which requires identifying the location(s) in each school facility where the employee may express milk in private. Grzeskowiak recommended the board consider a 1st reading or adoption of policy GBDA - Mother Friendly Workplace.

Resolution #041019(9)(c)(i) – GBDA - Mother Friendly Workplace

John Barnett motioned that the Siuslaw School District Board of Directors approve the policy changes for GBDA as presented. Paul Burns seconded and clarified that the board was waiving a 1st reading. The motion carried unanimously.

ii. IKF/IKF-AR – Graduation Requirements – 1st Reading

Superintendent Grzeskowiak shared that he met with community member Pam Hickson and board members Mann-Heintz and McDougale to review policy IKF/IKF-AR – Graduation Requirements. Grzeskowiak noted that the changes recommended are to better align policy language with Oregon law on notification requirements to parents of students of the graduation requirements for a modified diploma, an extended diploma, or an alternative certificate. The changes include corrections to the extended diploma section in model board policy IKF for documented history options. Further, due to the English Language Proficiency Assessment for the 21st Century (ELPA21) not being ready to implement at the March 2018 meeting of the Oregon State Board of Education, the Board removed the requirement for an additional year (i.e., the Essential Skills requirement of demonstrating sufficient English language skills using the ELPA21). Lastly, changes included will modify language that refers to issuance of a veterans' diploma. Superintendent Grzeskowiak recommended a 1st reading of policy IKF/IKF-AR – Graduation Requirements.

iii. Harassment, Intimidation, Bullying Policies – 1st Reading

Superintendent Grzeskowiak shared that he met with community member Pam Hickson and board members Mann-Heintz and McDougale to review policy JFCF/JFCF-AR - [Hazing,]Harassment, Intimidation, Bullying, [~~Menacing~~,]Cyberbullying, Teen Dating Violence, or Domestic Violence – Students. The recommended edits are to better align the policy and administrative regulation

with statutory language and reflect gender neutral pronouns. It is recommended the Board review, revise, and readopt model policy language.

Grzeskowiak recommended a 1st reading of policy JFCF/JFCF-AR -Hazing, Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, or Domestic Violence – Students.

iv. Domestic Violence, Stalking Leave Policies

Superintendent Grzeskowiak met with community member Pam Hickson and board members Mann-Heintz and McDougle to review policy GCBDC/GDBDC Domestic Violence, Harassment, Sexual Assault, or Stalking Leave. OSBA is revising the last paragraph of this policy to be consistent with the recent change to similar language in the administrative regulation. Grzeskowiak recommended adoption or a 1st reading of policy CBDC/GDBDC Domestic Violence, Harassment, Sexual Assault, or Stalking Leave.

Resolution #041019(9)(d)(iv) – GCBDC/GDBDC Domestic Violence, Harassment, Sexual Assault, or Stalking Leave

Guy Rosinbaum motioned that the Siuslaw School District Board of Directors approve the policy changes to GCBDC/GDBDC Domestic Violence, Harassment, Sexual Assault, or Stalking Leave as presented. Bob Sneddon seconded and the motion carried unanimously.

d. Superintendent Contract

Chair Mann-Heintz stated the following:

The board completed the annual superintendent evaluation at the March 13, 2019 board meeting. The evaluation encompassed ratings on nine performance standards and five board goals. On a scale from zero to four; with four being “Accomplished,”

Superintendent Grzeskowiak averaged 3.51 overall. The board noted that Grzeskowiak’s strengths were his work on the bond measure last spring, work at local, state and federal levels to boost resources, and expansion of programs especially career and technical education additions. Grzeskowiak’s attention to class size and student advocacy, while acting as the driving force behind technological improvements is appreciated. The board agreed that his past experience as a teacher, principal, and union representative within the district lends credibility to his effectiveness as superintendent.

Grzeskowiak’s current three year employment contract which commenced July 1, 2018 and ends June 30, 2021 stipulated under item #4, “*The salary amount for the 2018-2019 school year and 2019-2020 school year will be negotiated by April 30th of each school year.*”

Chair Mann-Heintz and Vice-chair McDougle met with Superintendent Grzeskowiak to review his salary for the 2019-2020 school year. A proposed contract will be provided for the board to consider. The proposed changes are as follows:

Item #4 – Salary – 2% increase - \$118,988

Item #6.3 – HSA contribution - \$291 per month

Item #6.4 – Travel - \$375 per month (\$4,500 annually)

Resolution: # 041118-7(d) - Approve Superintendent Contract/Salary

Paul Burns motioned that the Siuslaw School District Board of Directors approve the salary of \$118,988.00 and the contract changes as noted in the attached contract between Siuslaw School District and Andrew Grzeskowiak for the 2019-2020 school year as presented. John Barnett seconded the motion. The motion carried unanimously.

10. Acknowledgements

Chair Mann-Heintz and board members recognized individuals and groups for their efforts for the district.

11. Reports

a. Superintendent Communications

Superintendent Grzeskowiak provided a written board report and shared personnel changes.

New Hires

Lyndsey Keppol-Ledbetter – Educational Aide – Siuslaw Elementary School

Pamela Price – Educational Aide – Siuslaw Elementary School

Vanessa Flosi – Educational Aide – Siuslaw Elementary School

Merrilla Jones – Temporary Twilight Educational Aide – Siuslaw Elementary School

Retirements/Resignations

Lynnette Holdahl – Physical Education, Middle School(verbally announced at the March meeting)

Darin Coolidge – Custodian I, Middle School

Debra Griffin – Youth Transition Program, District

b. Business Manager Communications

No report due to absence.

c. Administrator Reports

Administrators provide the board with written reports.

d. Board Chair Communications

Chair Mann-Heintz discussed the following:

- Mann-Heintz requested that a board member take her place on the Facilities Advisory Committee. There was no response from board members at this time.
- Mann-Heintz reminded the board of future meeting dates:
April 24 – Budget Meeting, May 1 – Budget Meeting, May 8 – Board/Budget Meeting
- Guy Rosinbaum, Bill McDougle, Suzanne Mann-Heintz and Paul Burns all shared that they could be available to present to retirees at the May 17 – All Staff Meeting/Honor Retirees. The presentation will be at SMS 2:00-3:30.
- John Barnett and Paul Burns agreed to present at the June 7 – SHS Graduation ceremony.
- The board is to complete the online self-evaluation form by May 3, 2019 for review at the May 8, 2019 board meeting.
- Bob Sneddon, Guy Rosinbaum and John Barnett are interested in attending the OSBA Summer Conference – July 20-21 in Bend, Oregon.
- The board agreed upon the following dates for the July and August Board Meetings:
July 31, 2019
August 14, 2019
- The board agreed upon a retreat date of August 2, 2019 with the hours tentatively determined to be 8:00AM – 4:00PM.

12. Adjourn

With no further business, John Barnett motioned to adjourn the meeting. Bob Sneddon seconded and all were in favor. Chair Mann-Heintz adjourned the meeting at 9:09PM

Suzanne Mann-Heintz, Board Chair

Vonnie McClellan, Board Secretary

SIUSLAW SCHOOL DISTRICT 97J
MONTHLY CASH FLOW - GENERAL FUND
March 31, 2019

REVENUES

	Actual for Month	Actual YTD	Budget	Balance	Comments
Beginning Balance	\$9,400,794	\$4,172,266	\$1,918,000	\$0	*audited beg. Balance
PROPERTY TAXES	\$158,138	\$7,104,993	\$6,853,892	-\$251,101	Includes current and prior year
LOCAL OPTION	\$28,572	\$1,292,735	\$1,365,541	\$72,806	Includes current and prior year
PARTICIPATION FEES	\$14,401	\$16,126	\$0	-\$16,126	
INTEREST	\$27,389	\$169,755	\$50,000	-\$119,755	
RENTALS/DONATIONS	\$2,531	\$223,856	\$35,000	-\$188,856	
MISCELLANEOUS	\$4,068	\$144,110	\$165,000	\$20,890	
COUNTY SCHOOL FUND	\$0	\$0	\$0	\$0	
STATE SCHOOL FUND	\$595,360	\$5,166,624	\$5,968,704	\$802,080	
COMMON SCHOOL FUND	\$76,693	\$153,567	\$145,000	-\$8,567	
FEDERAL FOREST FEES	\$0	\$0	\$0	\$0	
OTHER RESTRICTED GRANTS	\$4,822	\$246,736	\$200,000	-\$46,736	
HIGH COST STUDENTS	\$0	\$0	\$65,000	\$65,000	

TOTAL REVENUE	\$911,975	\$14,518,502	\$16,766,137	\$329,635
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EXPENDITURES

	Actual for Month	Actual YTD	Budget	Balance	Comments
SALARIES	\$641,167	\$4,829,410	\$8,066,624	\$3,237,214	
ASSOCIATED PAYROLL COSTS	\$352,048	\$2,613,833	\$4,559,690	\$1,945,857	
PURCHASED SERVICES	\$95,056	\$777,422	\$1,284,488	\$507,066	
SUPPLIES & MATERIALS	\$37,426	\$440,048	\$842,364	\$402,316	
CAPITAL OUTLAY	\$1,380	\$115,710	\$168,950	\$53,240	
OTHER OBJECTS	\$11,069	\$668,950	\$387,923	-\$281,027	Pd Kinder Bldg in Full
TRANSFERS	\$5,161	\$50,318	\$57,884	\$7,566	
OTHER USES	\$0	\$0	\$1,398,214	\$1,398,214	

TOTAL EXPENDITURES	\$1,143,308	\$9,495,691	\$16,766,137	\$7,270,446
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NET ENDING CASH POSITION	<u>\$9,195,077</u>
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Siuslaw School District 2018-2019

Fund 203 Ebiss & Aspire	BUDGET	ACTUAL through 3/31/19
REVENUES		
Local Revenues	\$ -	\$ 2,000
State Revenue	\$ 30,000	\$ 18,006
Federal Revenue	\$ 20,256	\$ 3,417
Beginning Balance	\$ -	\$ -
TOTAL REVENUES	\$ 50,256	\$ 23,422
EXPENDITURES		
Personnel Services	\$ 23,446	\$ 27,320
Employee Benefits	\$ 11,490	\$ 13,405
Purchased Services	\$ 5,620	\$ 443
Supplies & Materials	\$ 9,700	\$ 8,066
Other Objects	\$ -	\$ 185
TOTAL EXPENDITURES	\$ 50,256	\$ 49,420

Fund 204 21st Century	BUDGET	ACTUAL through 3/31/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 300,000	\$ 28,062
Beginning Balance	\$ -	\$ -
TOTAL REVENUES	\$ 300,000	\$ 28,062
EXPENDITURES		
Personnel Services	\$ 166,071	\$ 18,698
Employee Benefits	\$ 89,429	\$ 7,100
Purchased Services	\$ 19,500	\$ 87
Supplies & Materials	\$ 15,000	\$ 2,177
Initial Equipment	\$ 10,000	\$ -
TOTAL EXPENDITURES	\$ 300,000	\$ 28,062

Fund 207 Title IIA	BUDGET	ACTUAL through 3/31/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 70,000	\$ 9,442
Beginning Balance	\$ -	\$ -
TOTAL REVENUES	\$ 70,000	\$ 9,442
EXPENDITURES		
Personnel Services	\$ 18,500	\$ 13,810
Employee Benefits	\$ 4,367	\$ 3,018
Purchased Services	\$ 47,133	\$ 18,339
Supplies & Materials	\$ -	\$ 721
Other Objects	\$ -	\$ -
TOTAL EXPENDITURES	\$ 70,000	\$ 35,888

Fund 209 IDEA	BUDGET	ACTUAL through 3/31/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 230,343	\$ -
Beginning Balance	\$ -	\$ -
TOTAL REVENUES	\$ 230,343	\$ -
EXPENDITURES		
Personnel Services	\$ 155,136	\$ 90,856
Employee Benefits	\$ 75,207	\$ 56,944
Purchased Services	\$ -	\$ -
Supplies & Materials	\$ -	\$ -
Other Objects	\$ -	\$ -
TOTAL EXPENDITURES	\$ 230,343	\$ 147,800

*note = Grant revenues are typically claimed quarterly or following an allowable claim period. All grant expenditures are claimed by June 30th, which is the last day of the 2018-2019 fiscal year.

*Twilight Expenditures/Revenues are from the 17-18 grant, which closes on 9/30/2018

*IDEA grant cannot be claimed against until the district has spent a certain amount of GF dollars on Sped.

Siuslaw School District
2018-2019

Fund 210 Title I	BUDGET	ACTUAL through 3/31/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 620,861	\$ 470,764
Beginning Balance	<u>\$ -</u>	<u>\$ -</u>
TOTAL REVENUES	<u>\$ 620,861</u>	<u>\$ 470,764</u>
EXPENDITURES		
Personnel Services	\$ 390,286	\$ 362,159
Employee Benefits	\$ 230,475	\$ 216,189
Purchased Services	\$ 100	\$ 6,222
Supplies & Materials	\$ -	\$ 19,791
Capital Outlay	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES	<u>\$ 620,861</u>	<u>\$ 604,361</u>

Fund 212 Indian Ed	BUDGET	ACTUAL through 3/31/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 27,050	\$ -
Beginning Balance	<u>\$ -</u>	<u>\$ -</u>
TOTAL REVENUES	<u>\$ 27,050</u>	<u>\$ -</u>
EXPENDITURES		
Personnel Services	\$ 18,548	\$ -
Employee Benefits	\$ 8,502	\$ -
Purchased Services	\$ -	\$ -
Supplies & Materials	\$ -	\$ -
Other Objects	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES	<u>\$ 27,050</u>	<u>\$ -</u>

SIUSLAW SCHOOL DISTRICT 2018-2019

BUS RESERVE REVENUE/EXPENDITURE FORECAST

Fund 232	BUDGET	ACTUAL through 3/31/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ -	\$ -	\$ -
Participation Fees	\$ 5,000	\$ 19,777	\$ 30,000
Bus Lease Purchase	\$ 200,000	\$ -	\$ 200,000
Bus Depreciation	\$ 157,374	\$ -	\$ 157,374
Beginning Fund Balance	<u>\$ 288,136</u>	<u>\$ -</u>	<u>\$ 288,136</u>
 TOTAL REVENUES	 <u>\$ 650,510</u>	 <u>\$ 19,777</u>	 <u>\$ 675,510</u>
EXPENDITURES			
Replacement Equipment	\$ -	\$ 10,750	\$ -
Lease Purchases	\$ 200,000	\$ -	\$ 200,000
Principal	\$ 154,661	\$ 138,240	\$ 154,661
Interest	\$ 19,998	\$ 16,598	\$ 19,998
Unappropriated End Balance	<u>\$ 275,851</u>	<u>\$ -</u>	<u>\$ 275,851</u>
 TOTAL EXPENDITURES	 <u>\$ 650,510</u>	 <u>\$ 165,588</u>	 <u>\$ 650,510</u>
 ESTIMATED FUND BALANCE			 <u>\$ 25,000</u>

SIUSLAW SCHOOL DISTRICT
2018-2019

FOOD SERVICE REVENUE/EXPENDITURE FORECAST

Fund 240	BUDGET	ACTUAL through 3/31/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ 50	\$ -	\$ 50
Sale of Student Meals	29,000	\$ -	\$ 29,000
Miscellaneous	950	\$ 1,803	\$ 2,000
Other Restricted Grants	50,000	\$ 7,245	\$ 50,000
Federal Reimbursement	422,982	\$ 261,105	\$ 422,982
Interfund Transfers	-	\$ -	\$ -
Revenue on Behalf of District	5,000	\$ -	\$ 5,000
Beginning Balance	<u>\$ 108,933</u>	<u>\$ -</u>	<u>\$ 108,933</u>
TOTAL RESOURCES	<u>\$ 616,915</u>	<u>\$ 270,153</u>	<u>\$ 617,965</u>
EXPENDITURES			
Salary	\$ 209,580	\$ 140,448	\$ 209,580
Benefits	\$ 118,585	\$ 78,946	\$ 118,585
Repairs & Maintenance	5,000	\$ -	\$ 5,000
Equipment	5,500	\$ -	\$ 5,500
Non-Instr. Services	1,000	\$ 1,895	\$ 2,000
CACFP Non-Instr.	-	\$ -	\$ -
Supplies/Food	255,000	\$ 176,215	\$ 254,550
Travel	250	\$ 1,201	\$ 1,500
Advertising	-	\$ -	\$ -
Dues & Fees	2,000	\$ 1,469	\$ 2,000
Technology	-	\$ -	\$ -
Unapprop. Ending Fund Balance	<u>\$ 20,000</u>	<u>\$ -</u>	\$ 19,250
TOTAL EXPENDITURES	<u>\$ 616,915</u>	<u>\$ 400,175</u>	<u>\$ 617,965</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

SIUSLAW SCHOOL DISTRICT
2018-2019

CONSTRUCTION EXCISE TAX REVENUE/EXPENDITURE FORECAST

Fund 280	BUDGET	ACTUAL through 3/31/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ 2,500	\$ -	\$ 2,500
Excise Tax	\$ 60,000	\$ 55,369	\$ 60,000
Miscellaneous		\$ -	
Beginning Fund Balance	<u>\$ 397,132</u>	<u>\$ -</u>	<u>\$ 397,132</u>
TOTAL REVENUES	<u>\$ 459,632</u>	<u>\$ 55,369</u>	<u>\$ 459,632</u>
EXPENDITURES			
Purchased Services	\$ 150,000	\$ -	\$ 150,000
Reserved for next year	<u>\$ 309,632</u>	<u>\$ -</u>	<u>\$ 309,632</u>
TOTAL EXPENDITURES	<u>\$ 459,632</u>	<u>\$ -</u>	<u>\$ 459,632</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

CAPITAL PROJECTS REVENUE/EXPENDITURE FORECAST

Fund 400	BUDGET	ACTUAL through 3/31/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ 15	\$ -	\$ 15
Miscellaneous	\$ -	\$ -	\$ -
Other Restricted Grants	\$ -	\$ -	\$ -
Beginning Fund Balance	<u>\$ 143</u>	<u>\$ -</u>	<u>\$ 143</u>
TOTAL REVENUES	<u>\$ 158</u>	<u>\$ -</u>	<u>\$ 158</u>
EXPENDITURES			
Purchased Services	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -
Capital Improvement	\$ -	\$ -	\$ -
Transfer of Funds	\$ -	\$ -	\$ -
Reserved for next year	<u>\$ 158</u>	<u>\$ -</u>	<u>\$ 158</u>
TOTAL EXPENDITURES	<u>\$ 158</u>	<u>\$ -</u>	<u>\$ 158</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

QSCB CONSTRUCTION REVENUE/EXPENDITURE FORECAST

Fund 402	BUDGET	ACTUAL through 3/31/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ -	\$ -	
Miscellaneous	\$ -	\$ -	
Beginning Fund Balance	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 3,000</u>
TOTAL REVENUES	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 3,000</u>
EXPENDITURES			
Purchased Services	\$ 3,000	\$ -	\$ 3,000
Improve other than Building	\$ -	\$ -	\$ -
Reserved for next year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 3,000</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

G. O. BOND DEBT SERVICE REVENUE/EXPENDITURE FORECAST

Fund 300	BUDGET	ACTUAL through 3/31/19	PROJECTED for Fiscal Year
REVENUES			
Current Property Tax	\$ 1,149,459	\$ 1,514,141	\$ 1,500,000
Prior Year Property Tax	\$ 20,000	\$ 71,115	\$ 80,000
Payments In Lieu Property Tax	\$ 1,500	\$ 448	\$ 1,500
Interest	\$ 1,200	\$ 1,791	\$ 1,800
Beginning Fund Balance	<u>\$ 597,862</u>	<u>\$ -</u>	<u>\$ 597,862</u>
TOTAL REVENUES	<u>\$ 1,770,021</u>	<u>\$ 1,587,495</u>	<u>\$ 2,181,162</u>
EXPENDITURES			
Redemption of Principal	\$ 1,565,000	\$ -	\$ 1,565,000
Interest	\$ 77,825	\$ 38,310	\$ 77,825
Fees	\$ -	\$ -	\$ -
Contingency	<u>\$ 127,196</u>	<u>\$ -</u>	<u>\$ 127,196</u>
TOTAL EXPENDITURES	<u>\$ 1,770,021</u>	<u>\$ 38,310</u>	<u>\$ 1,770,021</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ 411,141</u>

QZAB DEBT SERVICE REVENUE/EXPENDITURE FORECAST

Fund 301	BUDGET	ACTUAL through 3/31/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ -	\$ -	\$ -
Interfund Transfer	\$ -	\$ -	\$ -
Beginning Fund Balance	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 2,250</u>
TOTAL REVENUES	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 2,250</u>
EXPENDITURES			
Redemption of Principal	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -
Ending Balance	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 2,250</u>
TOTAL EXPENDITURES	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 2,250</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

QSCB DEBT SERVICE REVENUE/EXPENDITURE FORECAST

Fund 302	BUDGET	ACTUAL through 3/31/19	PROJECTED for Fiscal Year
REVENUES			
Interest IRS	\$ -	\$ -	\$ -
Interfund Transfer	\$ 57,844	\$ 50,318	\$ 57,844
Debt Service Revenue on Behalf of District	\$ 15,156	\$ -	\$ 15,156
Beginning Fund Balance	<u>\$ 7,000</u>	<u>\$ -</u>	<u>\$ 7,000</u>
TOTAL REVENUES	<u>\$ 80,000</u>	<u>\$ 50,318</u>	<u>\$ 80,000</u>
EXPENDITURES			
Redemption of Principal	\$ 55,000	\$ -	\$ 55,000
Interest	\$ 20,000	\$ -	\$ 20,000
Unappropriated End Balance	<u>\$ 5,000</u>	<u>\$ -</u>	<u>\$ 5,000</u>
TOTAL EXPENDITURES	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ 80,000</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

SIUSLAW SCHOOL DISTRICT 97J
MONTHLY CASH FLOW - GENERAL FUND
April 30, 2019

REVENUES

	Actual for Month	Actual YTD	Budget	Balance	Comments
Beginning Balance	\$9,195,007	\$4,172,266	\$1,918,000	\$0	*audited beg. Balance
PROPERTY TAXES	\$158,138	\$7,104,993	\$6,853,892	-\$251,101	Includes current and prior year
LOCAL OPTION	\$28,572	\$1,292,735	\$1,365,541	\$72,806	Includes current and prior year
PARTICIPATION FEES	\$14,401	\$16,126	\$0	-\$16,126	
INTEREST	\$27,389	\$169,755	\$50,000	-\$119,755	
RENTALS/DONATIONS	\$2,531	\$223,856	\$35,000	-\$188,856	
MISCELLANEOUS	\$4,068	\$144,110	\$165,000	\$20,890	
COUNTY SCHOOL FUND	\$0	\$0	\$0	\$0	
STATE SCHOOL FUND	\$595,360	\$5,166,624	\$5,968,704	\$802,080	
COMMON SCHOOL FUND	\$76,693	\$153,567	\$145,000	-\$8,567	
FEDERAL FOREST FEES	\$0	\$0	\$0	\$0	
OTHER RESTRICTED GRANTS	\$4,822	\$246,736	\$200,000	-\$46,736	
HIGH COST STUDENTS	\$0	\$0	\$65,000	\$65,000	

TOTAL REVENUE	\$911,975	\$14,518,502	\$16,766,137	\$329,635
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EXPENDITURES

	Actual for Month	Actual YTD	Budget	Balance	Comments
SALARIES	\$661,766	\$5,491,176	\$8,066,624	\$2,575,448	
ASSOCIATED PAYROLL COSTS	\$375,075	\$2,988,908	\$4,559,690	\$1,570,782	
PURCHASED SERVICES	\$82,186	\$859,608	\$1,284,488	\$424,880	
SUPPLIES & MATERIALS	\$42,009	\$482,057	\$842,364	\$360,307	
CAPITAL OUTLAY	\$14,590	\$130,300	\$168,950	\$38,650	
OTHER OBJECTS	\$1,681	\$670,631	\$387,923	-\$282,708	Pd Kinder Bldg in Full
TRANSFERS	\$5,161	\$55,479	\$57,884	\$2,405	
OTHER USES	\$0	\$0	\$1,398,214	\$1,398,214	

TOTAL EXPENDITURES	\$1,182,468	\$10,678,159	\$16,766,137	\$6,087,978
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NET ENDING CASH POSITION	<u>\$8,012,609</u>
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Siuslaw School District 2018-2019

Fund 203 Ebiss & Aspire	BUDGET	ACTUAL through 4/30/19
REVENUES		
Local Revenues	\$ -	\$ 2,000
State Revenue	\$ 30,000	\$ 18,006
Federal Revenue	\$ 20,256	\$ 3,417
Beginning Balance	\$ -	\$ -
TOTAL REVENUES	\$ 50,256	\$ 23,422
EXPENDITURES		
Personnel Services	\$ 23,446	\$ 32,388
Employee Benefits	\$ 11,490	\$ 15,677
Purchased Services	\$ 5,620	\$ 472
Supplies & Materials	\$ 9,700	\$ 8,066
Other Objects	\$ -	\$ 185
TOTAL EXPENDITURES	\$ 50,256	\$ 56,789

Fund 204 21st Century	BUDGET	ACTUAL through 4/30/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 300,000	\$ 28,062
Beginning Balance	\$ -	\$ -
TOTAL REVENUES	\$ 300,000	\$ 28,062
EXPENDITURES		
Personnel Services	\$ 166,071	\$ 18,698
Employee Benefits	\$ 89,429	\$ 7,100
Purchased Services	\$ 19,500	\$ 87
Supplies & Materials	\$ 15,000	\$ 2,177
Initial Equipment	\$ 10,000	\$ -
TOTAL EXPENDITURES	\$ 300,000	\$ 28,062

Fund 207 Title IIA	BUDGET	ACTUAL through 4/30/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 70,000	\$ 9,442
Beginning Balance	\$ -	\$ -
TOTAL REVENUES	\$ 70,000	\$ 9,442
EXPENDITURES		
Personnel Services	\$ 18,500	\$ 14,074
Employee Benefits	\$ 4,367	\$ 3,058
Purchased Services	\$ 47,133	\$ 24,063
Supplies & Materials	\$ -	\$ 721
Other Objects	\$ -	\$ -
TOTAL EXPENDITURES	\$ 70,000	\$ 41,916

Fund 209 IDEA	BUDGET	ACTUAL through 4/30/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 230,343	\$ -
Beginning Balance	\$ -	\$ -
TOTAL REVENUES	\$ 230,343	\$ -
EXPENDITURES		
Personnel Services	\$ 155,136	\$ 103,798
Employee Benefits	\$ 75,207	\$ 64,052
Purchased Services	\$ -	\$ -
Supplies & Materials	\$ -	\$ -
Other Objects	\$ -	\$ -
TOTAL EXPENDITURES	\$ 230,343	\$ 167,850

*note = Grant revenues are typically claimed quarterly or following an allowable claim period. All grant expenditures are claimed by June 30th, which is the last day of the 2018-2019 fiscal year.

*Twilight Expenditures/Revenues are from the 17-18 grant, which closes on 9/30/2018

*IDEA grant cannot be claimed against until the district has spent a certain amount of GF dollars on Sped.

Siuslaw School District
2018-2019

Fund 210 Title I	BUDGET	ACTUAL through 4/30/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 620,861	\$ 470,764
Beginning Balance	<u>\$ -</u>	<u>\$ -</u>
TOTAL REVENUES	<u>\$ 620,861</u>	<u>\$ 470,764</u>
EXPENDITURES		
Personnel Services	\$ 390,286	\$ 406,351
Employee Benefits	\$ 230,475	\$ 244,209
Purchased Services	\$ 100	\$ 6,222
Supplies & Materials	\$ -	\$ 19,814
Capital Outlay	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES	<u>\$ 620,861</u>	<u>\$ 676,596</u>

Fund 212 Indian Ed	BUDGET	ACTUAL through 4/30/19
REVENUES		
Local Revenues	\$ -	\$ -
State Revenue	\$ -	\$ -
Federal Revenue	\$ 27,050	\$ -
Beginning Balance	<u>\$ -</u>	<u>\$ -</u>
TOTAL REVENUES	<u>\$ 27,050</u>	<u>\$ -</u>
EXPENDITURES		
Personnel Services	\$ 18,548	\$ -
Employee Benefits	\$ 8,502	\$ -
Purchased Services	\$ -	\$ -
Supplies & Materials	\$ -	\$ -
Other Objects	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES	<u>\$ 27,050</u>	<u>\$ -</u>

SIUSLAW SCHOOL DISTRICT 2018-2019

BUS RESERVE REVENUE/EXPENDITURE FORECAST

Fund 232	BUDGET	ACTUAL through 4/30/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ -	\$ -	\$ -
Participation Fees	\$ 5,000	\$ 19,777	\$ 30,000
Bus Lease Purchase	\$ 200,000	\$ -	\$ 200,000
Bus Depreciation	\$ 157,374	\$ -	\$ 157,374
Beginning Fund Balance	<u>\$ 288,136</u>	<u>\$ -</u>	<u>\$ 288,136</u>
 TOTAL REVENUES	 <u>\$ 650,510</u>	 <u>\$ 19,777</u>	 <u>\$ 675,510</u>
EXPENDITURES			
Replacement Equipment	\$ -	\$ 10,750	\$ 15,000
Lease Purchases	\$ 200,000	\$ -	\$ 200,000
Principal	\$ 154,661	\$ 143,230	\$ 154,661
Interest	\$ 19,998	\$ 17,359	\$ 19,998
Unappropriated End Balance	<u>\$ 275,851</u>	<u>\$ -</u>	<u>\$ 285,851</u>
 TOTAL EXPENDITURES	 <u>\$ 650,510</u>	 <u>\$ 171,339</u>	 <u>\$ 675,510</u>
 ESTIMATED FUND BALANCE			 <u>\$ -</u>

SIUSLAW SCHOOL DISTRICT
2018-2019

FOOD SERVICE REVENUE/EXPENDITURE FORECAST

Fund 240	BUDGET	ACTUAL through 4/30/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ 50	\$ -	\$ 50
Sale of Student Meals	29,000	\$ -	\$ 29,000
Miscellaneous	950	\$ 1,803	\$ 2,000
Other Restricted Grants	50,000	\$ 7,245	\$ 50,000
Federal Reimbursement	422,982	\$ 261,105	\$ 422,982
Interfund Transfers	-	\$ -	\$ -
Revenue on Behalf of District	5,000	\$ -	\$ 5,000
Beginning Balance	<u>\$ 108,933</u>	<u>\$ -</u>	<u>\$ 108,933</u>
TOTAL RESOURCES	<u>\$ 616,915</u>	<u>\$ 270,153</u>	<u>\$ 617,965</u>
EXPENDITURES			
Salary	\$ 209,580	\$ 157,424	\$ 209,580
Benefits	\$ 118,585	\$ 90,105	\$ 118,585
Repairs & Maintenance	5,000	\$ -	\$ 5,000
Equipment	5,500	\$ -	\$ 5,500
Non-Instr. Services	1,000	\$ 1,994	\$ 2,000
CACFP Non-Instr.	-	\$ -	\$ -
Supplies/Food	255,000	\$ 187,815	\$ 254,550
Travel	250	\$ 1,730	\$ 1,800
Advertising	-	\$ -	\$ -
Dues & Fees	2,000	\$ 1,469	\$ 1,700
Technology	-	\$ -	\$ -
Unapprop. Ending Fund Balance	<u>\$ 20,000</u>	<u>\$ -</u>	<u>\$ 19,250</u>
TOTAL EXPENDITURES	<u>\$ 616,915</u>	<u>\$ 440,537</u>	<u>\$ 617,965</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

SIUSLAW SCHOOL DISTRICT
2018-2019

CONSTRUCTION EXCISE TAX REVENUE/EXPENDITURE FORECAST

Fund 280	BUDGET	ACTUAL through 4/30/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ 2,500	\$ -	\$ 2,500
Excise Tax	\$ 60,000	\$ 55,369	\$ 60,000
Miscellaneous		\$ -	
Beginning Fund Balance	<u>\$ 397,132</u>	<u>\$ -</u>	<u>\$ 397,132</u>
TOTAL REVENUES	<u>\$ 459,632</u>	<u>\$ 55,369</u>	<u>\$ 459,632</u>
EXPENDITURES			
Purchased Services	\$ 150,000	\$ -	\$ 150,000
Reserved for next year	<u>\$ 309,632</u>	<u>\$ -</u>	<u>\$ 309,632</u>
TOTAL EXPENDITURES	<u>\$ 459,632</u>	<u>\$ -</u>	<u>\$ 459,632</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

CAPITAL PROJECTS REVENUE/EXPENDITURE FORECAST

Fund 400	BUDGET	ACTUAL through 4/30/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ 15	\$ -	\$ 15
Miscellaneous	\$ -	\$ -	\$ -
Other Restricted Grants	\$ -	\$ -	\$ -
Beginning Fund Balance	<u>\$ 143</u>	<u>\$ -</u>	<u>\$ 143</u>
TOTAL REVENUES	<u>\$ 158</u>	<u>\$ -</u>	<u>\$ 158</u>
EXPENDITURES			
Purchased Services	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -
Capital Improvement	\$ -	\$ -	\$ -
Transfer of Funds	\$ -	\$ -	\$ -
Reserved for next year	<u>\$ 158</u>	<u>\$ -</u>	<u>\$ 158</u>
TOTAL EXPENDITURES	<u>\$ 158</u>	<u>\$ -</u>	<u>\$ 158</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

QSCB CONSTRUCTION REVENUE/EXPENDITURE FORECAST

Fund 402	BUDGET	ACTUAL through 4/30/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ -	\$ -	
Miscellaneous	\$ -	\$ -	
Beginning Fund Balance	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 3,000</u>
TOTAL REVENUES	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 3,000</u>
EXPENDITURES			
Purchased Services	\$ 3,000	\$ -	\$ 3,000
Improve other than Building	\$ -	\$ -	\$ -
Reserved for next year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL EXPENDITURES	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ 3,000</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

G. O. BOND DEBT SERVICE REVENUE/EXPENDITURE FORECAST

Fund 300	BUDGET	ACTUAL through 4/30/19	PROJECTED for Fiscal Year
REVENUES			
Current Property Tax	\$ 1,149,459	\$ 1,514,141	\$ 1,600,000
Prior Year Property Tax	\$ 20,000	\$ 71,115	\$ 80,000
Payments In Lieu Property Tax	\$ 1,500	\$ 448	\$ 1,500
Interest	\$ 1,200	\$ 1,791	\$ 1,800
Beginning Fund Balance	<u>\$ 597,862</u>	<u>\$ -</u>	<u>\$ 597,862</u>
TOTAL REVENUES	<u>\$ 1,770,021</u>	<u>\$ 1,587,495</u>	<u>\$ 2,281,162</u>
EXPENDITURES			
Redemption of Principal	\$ 1,565,000	\$ -	\$ 1,565,000
Interest	\$ 77,825	\$ 38,310	\$ 77,825
Fees	\$ -	\$ -	\$ -
Contingency	<u>\$ 127,196</u>	<u>\$ -</u>	<u>\$ 638,337</u>
TOTAL EXPENDITURES	<u>\$ 1,770,021</u>	<u>\$ 38,310</u>	<u>\$ 2,281,162</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

QZAB DEBT SERVICE REVENUE/EXPENDITURE FORECAST

Fund 301	BUDGET	ACTUAL through 4/30/19	PROJECTED for Fiscal Year
REVENUES			
Interest	\$ -	\$ -	\$ -
Interfund Transfer	\$ -	\$ -	\$ -
Beginning Fund Balance	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 2,250</u>
TOTAL REVENUES	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 2,250</u>
EXPENDITURES			
Redemption of Principal	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -
Ending Balance	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 2,250</u>
TOTAL EXPENDITURES	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 2,250</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

QSCB DEBT SERVICE REVENUE/EXPENDITURE FORECAST

Fund 302	BUDGET	ACTUAL through 4/30/19	PROJECTED for Fiscal Year
REVENUES			
Interest IRS	\$ -	\$ -	\$ -
Interfund Transfer	\$ 57,844	\$ 50,318	\$ 57,844
Debt Service Revenue on Behalf of District	\$ 15,156	\$ -	\$ 15,156
Beginning Fund Balance	<u>\$ 7,000</u>	<u>\$ -</u>	<u>\$ 7,000</u>
TOTAL REVENUES	<u>\$ 80,000</u>	<u>\$ 50,318</u>	<u>\$ 80,000</u>
EXPENDITURES			
Redemption of Principal	\$ 55,000	\$ -	\$ 55,000
Interest	\$ 20,000	\$ -	\$ 20,000
Unappropriated End Balance	<u>\$ 5,000</u>	<u>\$ -</u>	<u>\$ 5,000</u>
TOTAL EXPENDITURES	<u>\$ 80,000</u>	<u>\$ -</u>	<u>\$ 80,000</u>
ESTIMATED ENDING FUND BALANCE			<u>\$ -</u>

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Out-of-State Field Trip - Health Occupations Students of America (HOSA) Nationals	Item No: 050819-7(a)
	Attachment: No
Reason: Action	From: Andrew Grzeskowiak
	Date: April 11, 2018

Background:

Policy IICA requires that all out-of-state field trips be approved by the school board. Ms. Tatum and teacher, Stephanie Rogers, will present a request to attend the HOSA Nationals in Florida in June of 2019.

Recommendation:

Administration recommends the board approve this request.

Resolution #050819-7(a) – Approve Out of State Field Trip

Be it Resolved that the Siuslaw School District Board of Directors approve the out of state field trip in June of 2019 to Florida for HOSA Nationals.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Transportation Training-Testing IGA	Item No: 050819-7(b)
	Attachment: Yes
Reason: Action	From: Kari Blake
	Date: May 8, 2019

Background:

For many years, the Department of Motor Vehicles (DMV) has executed a formal written interagency agreement that authorizes Oregon Department of Education (ODE) to operate as a “Third Party Commercial Driver Licensing (CDL) Skills Testing Entity”. While ODE has the responsibility for state school bus driver certification, ODOT/DMV has accountability to the Federal Motor Carrier Safety Administration (FMCSA) for CDL testing and licensing. In 2018, there were two significant and high-profile driver testing incidents, prompting DMV to take a closer look at the inter-agency testing agreement between ODOT/DMV and ODE for compliance.

As you may know, ODE does not employ the skills test examiners who administer the tests to drivers, but rather, bus companies and school districts employ the examiners who actually administer the tests. No formal written subcontracts were ever established and no verification that insurance and surety bond requirements were being met. While the agencies continue to establish a process that addresses legal compliance, please note the following:

- DMV extended an inter-agency agreement with ODE to continue operating as a CDL 3rd party testing entity through May 2019.
- After May 2019, ODE will no longer be functioning as the “3rd party testing entity” for the purpose of CDL skills testing. Individual school districts will be required to enter into 3rd party testing agreements directly with DMV. The entities that enter into agreement with DMV must be the employers of the skills test examiners.
- 3rd party skills test examiners must be administering the skills test in their employment by a third party testing entity under contract, inter-agency agreement, or intergovernmental agreement with DMV.
- School districts are required to enter into inter-agency 3rd party tester agreements with other school districts or school bus companies in order to provide testing services to those entities.
- Each 3rd party testing entity must be covered by workers compensation, general liability, and auto insurance that meets requirements or be self-insured and exempt from those requirements.
- ODE will continue to be the authority for school bus driver certification and training programs and continue to regulate those rules/programs with individual school districts.
- The 3rd party tester requirements and related process continue to be under revision and a work-in-progress by ODOT/DMV/ODE. Additional revisions may occur after June 1, 2019.

Recommendation:

Administration recommends approval of the Inter-Agency 3rd Party Testing Agreement with Myrtle Point School District as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk



"Home of
the Vikings"

SIUSLAW SCHOOL DISTRICT 97J

2111 Oak Street ♦ Florence, Oregon 97439 ♦ (541) 997-2651 ♦ Fax (541) 997-4160

School District Website: <http://www.siuslaw.k12.or.us>

Motivating and Preparing All Students to Reach Their Greatest Potential

Siuslaw Elementary School ♦ Siuslaw Middle School ♦ Siuslaw High School

Maintenance & Transportation

2420 Kingwood Street Florence, Oregon 97439

Phone (541) 997-3816 Fax (541) 902-7872

INTERAGENCY AGREEMENT

Siuslaw School District 97J, and Myrtle Point School District agree to the following terms regarding bus driver training and/or testing services to be provided by the Siuslaw School District Bus Driver Trainer and/or Third Party Examiner, employees of Siuslaw School District, for the 2018-2019 school year.

Siuslaw School District agrees to provide bus driver training and/or testing services to be performed by the Bus Driver Trainer and/or Third Party Examiner, during the 2018-2019 fiscal year, commencing March 1, 2019 and ending June 30, 2019. Specific activities to be performed by the Bus Driver Trainer and/or Third Party Examiner are set forth in Addendum A attached. The term of this agreement can be extended beyond June 30, 2019 and the scope of services and the total cost can be adjusted in a new and separate agreement.

The Siuslaw School District will bill the Myrtle Point School Dist. for the cost of bus driver training and/or testing services provided.

For the 2018-2019 fiscal year, the hourly cost for Bus Driver Trainer services will be as follows:

Bus Driver Trainer \$ 25.00 for Regular Time rates or \$ 36.00 for Overtime rates.

For the 2018-2019 fiscal year, the flat fee for Third Party Examiner services will be \$150.00.

Myrtle Point School Dist agrees to reimburse the Siuslaw School District for any travel costs incurred in association with Siuslaw School District employee's provision of bus driver training and/or testing services for Myrtle Point School Dist.

Either the Siuslaw School District or Myrtle Point School Dist may terminate this agreement with 30-day written notice delivered to the other party.

Name - for the Siuslaw School District

Signature

Date

Donette Hagen

Name - for the Myrtle Point School District

Signature

D. Hagen

4/8/19

Date

Addendum A – Page 1 of 1

The Siuslaw School District Bus Driver Trainer and/or Third Party Examiner, will provide the following support and services related to training and testing school bus drivers for Myrtle Point School District

- A. Provide required training for individuals to obtain and/or keep current their Oregon Department of Education school bus driver's certificate (Bus Driver Trainer and/or Third Party Examiner).
- B. Provide required testing for individuals to obtain and/or keep current their Oregon Department of Education school bus driver's certificate (Bus Driver Trainer and/or Third Party Examiner).

If a Siuslaw School District Bus Driver Trainer and/or Third Party Examiner is required to travel to an alternate location in a vehicle other than a school bus for training and/or testing, the Siuslaw School District will charge the current year's IRS standard mileage reimbursement rate.

Myrtle Point School District shall indemnify, defend, save and hold harmless the Siuslaw School District and its officers and employees from all claims, suits, liabilities or other actions of whatever nature resulting from or arising out of the activities and/or the omissions of _____ and its employees who are being tested, including attorneys' fees. This provision is subject to the requirements and limitations of the Oregon Tort Claims Act and the Oregon Constitution. If a Siuslaw School District bus is used for training and/or testing, Myrtle Point School Dist shall reimburse Siuslaw School District for any out of pocket costs not covered by insurance in the event of an accident during testing.

Each party agrees to have adequate general liability coverage to cover any tort claim that could arise from this agreement.

Name – for the Siuslaw School District

Signature

Date

Nanette Hagen
Name – for the Myrtle Point School District

N. Hagen
Signature

4-8-19
Date

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Healthy and Safe Schools Plan	Item No: 050819-7(c)
	Attachment: Yes
Reason: Action	From: Kari Blake
	Date: May 8, 2019

Background:

In 2017 the Legislature passed Senate Bill 1062, which made changes in the current Healthy and Safe Schools (HASS) plan. The most significant changes are:

- Annual Statement certifying compliance with the new HASS plan is required;
- Mandatory testing for lead in water at all facilities owned or leased by districts, ESDs and charter schools is required; and
- Reimbursement for testing water fixtures for elevated levels of lead will be provided.

A draft of the HASS plan was submitted to the board in March, 2019 for review. There were no changes to the draft plan after the March board meeting.

The Siuslaw School District's Healthy and Safe Schools Plan has been updated to meet the requirements of Oregon Department of Education for your final approval.

Recommendation:

Administration recommends approval of the Healthy and Safe Schools Plan.

Resolution #050819-7(c) – Healthy and Safe Schools Plan

Be it Resolved that the Siuslaw School District Board of Directors approve the Healthy and Safe Schools Plan as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

Siuslaw School District 97J Healthy and Safe Schools Plan.

1. Responsible Person(s)

The person responsible for administering and implementing the Healthy and Safe Schools Plan:

Name: Kari Blake
Position Title: Business Manager
Phone Number: 541-997-2651
Email Address: kblake@siuslaw.k12.or.us
Mailing Address: 2111 Oak Street
Florence, OR 97439

The person who is the designated IPM Coordinator:

Name: Reed Lewis
Position Title: Maintenance Supervisor
Phone Number: 541-997-3816
Email Address: tlewis@siuslaw.k12.or.us
Mailing Address: 2420 Kingwood
Florence, OR 97439

The person responsible for AHERA information:

Name: Reed Lewis
Position Title: Maintenance Supervisor
Phone Number: 541-997-3816
Email Address: tlewis@siuslaw.k12.or.us
Mailing Address: 2420 Kingwood
Florence, OR 97439

2. List Facilities

All facilities owned and leased by Siuslaw School District 97J where students or staff are present on a regular basis are covered by this HASS Plan. The list of those buildings and facilities is below:

Facility Name	Facility Address
<i>Siuslaw School District Office</i>	<i>2111 Oak Street – Florence, OR 97439</i>
<i>Siuslaw Elementary School</i>	<i>2221 Oak Street – Florence, OR 97439</i>
<i>Siuslaw Elementary Gym</i>	<i>2221 Oak Street – Florence, OR 97439</i>
<i>Siuslaw Kindergarten Facility</i>	<i>2221 Oak Street – Florence, OR 97439</i>
<i>Head Start/EC Cares</i>	<i>2325 Oak Street – Florence, OR 97439</i>
<i>Siuslaw Middle School</i>	<i>2525 Oak Street – Florence, OR 97439</i>
<i>Siuslaw High School</i>	<i>2975 Oak Street – Florence, OR 97439</i>
<i>Siuslaw West</i>	<i>2360 Kingwood – Florence, OR 97439</i>

<i>Siuslaw Maintenance/Transportation</i>	<i>2420 Kingwood – Florence, OR 97439</i>
<i>Siuslaw High School Stadium</i>	<i>2525 Oak Street – Florence, OR 97439</i>

3. Elevated Levels of Lead in Water Used for Drinking or Food Preparation

All school districts, education service districts, and public charter schools are required to test for and eliminate exposure to elevated levels of lead in water used for Drinking and Food Preparation through either remediation or eliminating access, according to OAR 333-061-0400 and OAR 581-022-2223. In conformance with those administrative rules, Siuslaw School District 97J certifies the following:

1. All testing was done according to the testing requirements in OAR 333-061-0400;
2. All samples were analyzed by a lab accredited by Oregon Health Authority to test for those materials;
3. All water fixtures required to be tested under OAR 333-061-0400 were tested for elevated levels of lead in accordance with the testing schedule developed by the Oregon Health Authority; and
4. The testing schedule for each building covered by this plan is set forth below:

Facility Name	Year of Last Test (year only)	Next scheduled test (per 6 year schedule) (year only)	Schedule or Exemption Reason
<i>Siuslaw School District Office</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Siuslaw Elementary School</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Siuslaw Elementary Gym</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Siuslaw Kindergarten Facility</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Head Start/EC Cares</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Siuslaw Middle School</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Siuslaw High School</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Siuslaw West</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Maintenance/Transportation</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>
<i>Siuslaw High School Stadium</i>	<i>2016</i>	<i>2022</i>	<i>6 Year Schedule</i>

4. Lead Paint

In order to comply with the United States Environmental Protection Agency's Renovation, Repair and Painting Program Rule, District staff are certified by the Oregon Health Authority to perform the work.

5. Asbestos

Siuslaw School District 97J complies with the federal Asbestos Hazard Emergency Response Act (AHERA). All required asbestos management plans are available for viewing by submitting a request to Reed Lewis, Maintenance Supervisor.

6. Radon

Siuslaw School District 97J has developed a radon plan as required by ORS 332.167. Community members can access a copy of the radon plan here: <https://www.siuslaw.k12.or.us/facilities-maintenance--7>. Test results are be made public and are available here: <https://www.siuslaw.k12.or.us/facilities-maintenance--7>

7. Integrated Pest Management

Siuslaw School District 97J has adopted an Integrated Pest Management (IPM) plan as required by ORS 634.700 through 634.750. Community members can access a copy of the IPM plan here: <https://www.siuslaw.k12.or.us/facilities-maintenance--7>

8. Carbon Monoxide Detectors

Siuslaw School District 97J certifies that all buildings subject to the Healthy and Safe Schools Plan comply with the carbon monoxide detection standards in the state building code that was in effect when the building was originally constructed or as required by building code due to addition, upgrade, or remodel.

9. Test Results Publication

Siuslaw School District 97J is complying with the requirement to provide access to test results, as defined by OAR 581-022-2223 within 10 business days as defined by ORS 332-334. Test results can be found on Siuslaw School District 97J's website at: <https://www.siuslaw.k12.or.us/facilities-maintenance--7>.

Specific test results can be found as follows:

- Lead in Water: <https://www.siuslaw.k12.or.us/facilities-maintenance--7>
- Radon: <https://www.siuslaw.k12.or.us/facilities-maintenance--7>

Additionally, copies of all test results are available at the Siuslaw School District Office at 2111 Oak Street. Siuslaw School District 97J will also alert members of its communities as to where they can access test results using current district email lists and programs. Please contact appropriate district personnel to be added to current district email lists and programs.

I certify that the above information is true and accurate to the best of my knowledge.

	Business Manager	05/08/2019
	School Board Chair	05/08/2019

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: 2019-2020 School Calendar Revision	Item No: 050819-7(d)
	Attachment: Yes
Reason: Action Item	From: Superintendent Grzeskowiak
	Date: May 8, 2019

Background:

Administration recommends a revision to the 2019-2020 school calendar. The recommended revision is to accommodate some combined AVID trainings with Mapleton School District. The professional development day of 2/3/20 is being moved to 2/7/20 next year. This is a shift to Friday of that week, from the original Monday. An additional notation was also made to the back of the calendar for June 11, 2019.

Recommendation:

Administration recommends you adopt the revised school calendar.

Resolution #050819-7 (d)

Be it resolved that the Siuslaw School District Board of Directors adopt the revised 2016-2017 school calendar as revised and presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

2111 Oak Street
Florence, OR 97439

2019-20 School Calendar

Siuslaw School District 97J

541-997-2651 Phone
541-997-6748 Fax

Student Calendar

No school for students on **Blue** or **Grey** shaded calendar days

2 - Labor Day	September 2019						
3 - School Orientation Day ES - New Students & BBQ MS - Grade 6, HS - Grade 9	S	M	T	W	T	F	S
	1	2	3	4	5	6	7
4 - Grades 1 - 12 regular classes begin!	8	9	10	11	12	13	14
5 - Kindergarten Starts!	15	16	17	18	19	20	21
20 - Inservice - PD	22	23	24	25	26	27	28
	29	30					
	October 2019						
	S	M	T	W	T	F	S
			1	2	3	4	5
11 - Statewide Inservice	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
17&18 - Conferences	20	21	22	23	24	25	26
	27	28	29	30	31		
	November 2019						
8 - Grading Day Quarter 1	S	M	T	W	T	F	S
						1	2
11 - Veterans' Day	3	4	5	6	7	8	9
12 - Start of Quarter 2	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
27-29 - Thanksgiving	24	25	26	27	28	29	30
	December 2019						
6 - Inservice - PD	S	M	T	W	T	F	S
	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
21-31 - Winter Break	22	23	24	25	26	27	28
	29	30	31				
	January 2020						
1 - New Years' Day	S	M	T	W	T	F	S
				1	2	3	4
2-5 - Winter Break	5	6	7	8	9	10	11
6 - Inservice - PD	12	13	14	15	16	17	18
20 - M.L.K., Jr. Day	19	20	21	22	23	24	25
31 - Semester 1/Quarter 2 Grading Day	26	27	28	29	30	31	

	February 2020						
	S	M	T	W	T	F	S
3 - Start of Quarter 3							1
7 - Inservice PD	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
17 - Presidents' Day	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	March 2020						
	S	M	T	W	T	F	S
6 - Inservice - PD 12&13 - Conferences	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
21-29 - Spring Break	22	23	24	25	26	27	28
	29	30	31				
	April 2020						
10 - Grading Day Quarter 3	S	M	T	W	T	F	S
				1	2	3	4
13 - Start of Quarter 4	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30		
	May 2020						
	S	M	T	W	T	F	S
						1	2
	3	4	5	6	7	8	9
15 - Inservice - PD	10	11	12	13	14	15	16
	17	18	19	20	21	22	23
25 - Memorial Day	24	25	26	27	28	29	30
	31						
	June 2020						
5 - Graduation 11 - Last day for students* 6/12-6/15 - Weather Days* *If no weather make up days are required, the last day for students will be 6/11*	S	M	T	W	T	F	S
		1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
16 - Semester 2/Quarter 4 Grading Day	28	29	30				

School Hours - Monday - Friday

Elementary 8:35-2:50

Middle School 8:30-3:10

High School 8:22-3:10

Semester 1	Quarter 1 - 9/3/19 - 11/7/19 (47 days)
	Quarter 2 - 11/12/19 - 1/30/20 (44 days)
Semester 2	Quarter 3 - 2/3/20 - 4/9/20 (43 days)
	Quarter 4 - 4/13/20 - 6/11*/20 (43 days)

Quarter day counts include Conferences & Professional Development

School Office Numbers

Siuslaw Elementary Office - 541-997-2514
Siuslaw Middle School Office - 541-997-8241
Siuslaw High School Office - 541-997-3448

September

- 2 No School – Labor Day
- 3 School Orientation Day
- 3 Elementary School – New Students Orientation & BBQ
- 3 Middle & High Schools – Grade 6, 9 and New Students Orientation
- 4 First Day of School for Grades 1–12
- 3-4 Individually Scheduled Entry Conferences for Kindergarten
- 5 First Day of School for Kindergarten
- 20 No School – In-Service (Professional Development)

October

- 11 No School – Statewide In-Service
- 17 No School – Conferences – All Buildings & Grades – 8am to 8pm
- 18 No School – Conferences – All Buildings & Grades – 8am to 12pm

November

- 8 No School – Grading Day Quarter 1
- 11 No School – Veterans' Day Observed
- 12 Beginning of 2nd Quarter (School In-Session)
- 27-29 No School – Thanksgiving Holiday

December

- 6 No School – In-Service (Professional Development)
- 21-31 Winter Break

January

- 1 No School – New Years' Day Holiday
- 2-5 No School – Winter Break
- 6 No School – In-Service (Professional Development)
- 7 Back to School
- 20 No School – Martin Luther King Day Observed
- 31 No School – Grading Day – End of Semester 1

February*

- 3 Beginning of 3rd Quarter (School In-Session)
- 7 No School – In-Service (Professional Development)
- 17 No-School – Presidents' Day Observed

March

- 6 No School – In-Service (Professional Development)
- 12 No School – Conferences – All Buildings & Grades – 8am to 8pm
- 13 No School – Conferences – All Buildings & Grades – 8am to 12pm
- 21-29 No School – Spring Break

April

- 10 No School – Grading Day Quarter 3
- 13 Beginning of 4th Quarter (School In-Session)

May

- 15 No School – In-Service (Professional Development)
- 25 No School – Memorial Day Observed

June

- 5 Graduation – 7pm – High school gymnasium
- 11* Last day of school – grades K-11
- 11* **Half-day, see district website for dismissal & bus times*
- 11* **June 11 is the last day if no weather make-ups are required.*
- 11* **Confirmation is announced around May 1, 2020.*



School Contact Information

Siuslaw Elementary – 2221 Oak Street
Grades K-5 – 541-997-2514
Michael Harklerode – Principal
Leonard Ulrich – Assistant Principal

Siuslaw Middle School – 2525 Oak Street
Grades 6-8 – 541-997-8241
Andy Marohl – Principal
Leonard Ulrich – Assistant Principal

Siuslaw High School – 2975 Oak Street
Grades 9-12 – 541-997-3448
Kerri Tatum – Principal
Garth Gerot – Assistant Principal

Maintenance/Transportation – 541-997-3816

District Office – 541-997-2651

Regular School Hours

Elementary School, Kindergarten – 5th Grade
8:35am to 2:50pm, Monday to Friday

Middle School, 6th – 8th Grade
8:30am to 3:10pm, Monday to Friday

High School, 9th – 12th Grade
8:22am to 3:10pm, Monday to Friday

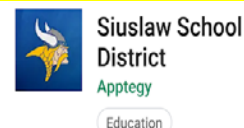
Please visit the school district website at
www.siuslaw.k12.or.us

for complete bell schedules, updated calendar information, and special event notices during the school year.

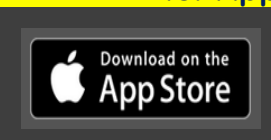
We Are Mobile!

Download the Siuslaw App for your device to receive live updates, messages, announcements, and push notifications directly from the school buildings!

for Android users



for Apple users



*The February Professional Development Day was moved to Friday 2/7 from 2/3 on the original March approved calendar.

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Curriculum Adoption	Item No: 050819-7(e)
	Attachment: No
Reason: Action Item	From: Andrew Grzeskowiak
	Date: May 8, 2019

Background:

Social studies curriculum materials are being presented for a 1st reading in May and will be presented for adoption in June. Principal Kerri Tatum led a curriculum committee of middle and high school instructors to review the materials. A public review of the materials were made at the 21st Century Site Council meeting on April 23, 2019 and the books have been available for public viewing at the Siuslaw School District Office since April 15, 2019.

Recommendation:

Administration recommends a 1st reading.

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Policy Revisions and Updates – GBEBA – Staff – HIV, AIDS, and HBV	Item No: 050819(7)(g)(i)
	Attachment: Yes
Reason: Action	From: Andrew Grzeskowiak
	Date: May 8, 2019

Background:

Superintendent Grzeskowiak met with community member Pam Hickson and board members Mann-Heintz and McDougle to review policy GBEBA – Staff – HIV, AIDS, and HBV. The recommended revisions to this policy are simply housekeeping as recommended by the Oregon Health Authority to reflect current laws.

Recommendation:

Administration recommends a 1st reading of policy GBEBA – Staff – HIV, AIDS, and HBV and if there is no further discussion needed, the policies and AR will be placed on the June 19, 2019 Consent Agenda. The board may also consider adoption since the only changes are to reflect current law.

Resolution #050819(7)(g)(i) – GBEBA – Staff – HIV, AIDS, and HBV

Be it Resolved that the Siuslaw School District Board of Directors approve the policy changes as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

OSBA Model Sample Policy

Code: GBEBA
Adopted:

Staff - HIV, AIDS, and HBV

The district will strictly adhere in its policies and procedures, to ~~the Oregon Revised Statutes~~ law and Oregon Administrative Rules as they relate to staff infected with HIV, AIDS, or HBV¹.

The district recognizes a staff member has no obligation under any circumstance to report ~~his/her~~ condition to the district, and the staff member has a right to continue working. If the staff member reports ~~his/her~~ condition to the district, strict adherence to written guidelines outlined by the staff member shall be followed. These guidelines shall identify who may have the information, who will give the information, how the information will be given, and where and when the information will be given. All such information will be held in confidence in accordance with Oregon Revised Statutes law.

~~When informed of the infection, and with written, signed permission from the staff member, the district will develop procedures for formulating an evaluation team. The team shall address the nature, duration and severity of risk as well as any modification of activities. The team shall continue to monitor the staff member's condition.~~

Accommodations for a staff member infected with HIV, AIDS, or HBV shall be the same as with any other illness.

END OF POLICY

Legal Reference(s):

ORS 243.650	ORS 433.260	OAR 333-018-0005
ORS 342.850(78)		OAR 581-022-2220
ORS 433.008	OAR 333-017-0000	
ORS 433.045	OAR 333-018-0000	

¹ HIV - Human Immunodeficiency Virus; AIDS - Acquired Immune Deficiency Syndrome; HBV - Hepatitis B Virus

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Policy Revisions and Updates – GBNA/GBNA-AR Hazing, Harassment, Intimidation, Bullying or Cyberbullying	Item No: 050819(7)(g)(ii)
	Attachment: Yes
Reason: Action	From: Andrew Grzeskowiak
	Date: May 8, 2019

Background:

Superintendent Grzeskowiak met with community member Pam Hickson and board members Mann-Heintz and McDougle to review policy GBNA/GBNA-AR Hazing, Harassment, Intimidation, Bullying or Cyberbullying. The recommended edits are to better align the policy and administrative regulation with statutory language and reflect gender neutral pronouns.

Recommendation:

Administration recommends a 1st reading of policy GBNA/GBNA-AR Hazing, Harassment, Intimidation, Bullying or Cyberbullying and if there is no further discussion needed, the policies and AR will be placed on the June 19, 2019 Consent Agenda.

Resolution #050819(7)(g)(ii) – GBNA/GBNA-AR Hazing, Harassment, Intimidation, Bullying or Cyberbullying

Be it Resolved that the Siuslaw School District Board of Directors approve the policy changes as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

OSBA Model Sample Policy

Code: GBNA
Adopted:

Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff

The Board is committed to providing a positive and productive learning and working environment.

Hazing, harassment, intimidation, bullying, ~~menacing~~, and acts of cyberbullying of staff, ~~students~~ or third parties by staff, students, or third parties is strictly prohibited and shall not be tolerated in the district.

Retaliation against the victim, any person who reports, is thought to have reported, files a report and/or complaint ~~complaint~~, or otherwise participates in an investigation or inquiry is ~~also~~ strictly prohibited. Such retaliation shall be considered a serious violation of Board policy and independent of whether a report or complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.

Staff whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board. Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion.

Individuals may also be referred to law enforcement officials. Licensed staff ~~will~~ may be reported to Teacher Standards and Practices Commission, ~~as provided by~~ if required by Oregon Administrative Rule (OAR) 584-020-0041.

The superintendent is directed to develop administrative regulations to implement this policy. Regulations shall include descriptions of prohibited conduct, reporting and investigative procedures, and provisions to ensure ~~annual~~ notice of this policy is provided to students, staff, and third parties.

END OF POLICY

Legal Reference(s):

[ORS 163.190](#)
[ORS 163.197](#)
[ORS 166.065](#)
[ORS 166.155](#) - 166.165
[ORS 174.100](#)
[ORS 332.072](#)

[ORS 332.107](#)
[ORS 339.250](#)
[ORS 659A.006](#)
[ORS 659A.029](#)
[ORS 659A.030](#)
[ORS 659A.103](#) - 659A.143

[ORS 659A.199](#) - 659A.224
[OAR 839-003-0000](#)
[OAR 839-005-0021](#)
[OAR 839-005-0030](#)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2012).

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et. Seq. (2012).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2012); 29 C.F.R. Part 1626 (2018)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2018); 28 C.F.R. Part 35 (2018).

HR ~~6/12/14~~ 2/28/19 | PH

Hazing, Harassment, Intimidation, Bullying, ~~Menacing~~,
or Cyberbullying – Staff – GBNA

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2012).
Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).
OREGON BUREAU OF LABOR AND INDUSTRIES, *Workplace Bullying* (visited Feb. 26, 2019),
<<https://www.oregon.gov/boli/docs/WorkplaceBullyingPoster-2018.pdf>>.

OSBA Model Sample Policy

Code: GBNA-AR

Revised/Reviewed:

Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Complaint Reporting Procedures – Staff

The following definitions and procedures shall be used for reporting, investigating, and resolving complaints reports of hazing, harassment, intimidation, bullying, menacing, and acts of cyberbullying of staff or third parties.

Definitions

1. “Third parties” include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events.
2. “District” includes district facilities, district premises, and nondistrict property if the employee is at any district-sponsored, district-approved, or district-related activity or function, such as field trips, athletic events or where the employee is engaged in district business.
3. “Hazing” includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of a student/staff member for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored work activity, work group or work assignment, grade level attainment, (i.e., personal servitude, sexual stimulation/sexual assault, forced consumption of any drink, alcoholic beverage, drug or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation or any other forced activity that could adversely affect the mental or physical health or safety of a student/staff); requires, encourages, authorizes or permits another to be subject to wearing or carrying any obscene or physically burdensome article; assignment of pranks to be performed or other such activities intended to degrade or humiliate regardless of the person’s willingness to participate.
4. “Harassment” ~~includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature~~ is unwelcome conduct that is based on race, color, religion, sex (including pregnancy), sexual orientation¹, national origin, age (40 or older), disability or genetic information. Harassment becomes unlawful when 1) enduring the offensive conduct becomes a condition of continued employment, or 2) the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive.
5. “Intimidation” includes, but is not limited to, any threat or act intended to tamper, substantially damage or interfere with another’s property, cause substantial inconvenience, subject another to

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 behavior differs from that traditionally associated with the individual’s sex at birth.

offensive physical contact or inflict serious physical injury on the perception of the other's race, color, religion, national origin, disability, or sexual orientation.

6. "Bullying" is a pattern of repeated mistreatment that harms, intimidates, undermines, offends, degrades, or humiliates an employee.
7. "Cyberbullying" means the use of any electronic communication device to [convey a message in any form (e.g., text, image, audio, or video) that intimidates, harasses, or otherwise harms, insults, or humiliates another in a deliberate, repeated or hostile and unwanted manner under a person's true or false identity. In addition, any communication of this form which substantially disrupts or prevents a safe and positive working environment may also be considered cyberbullying.] [harass, intimidate, or bully.] Staff will refrain from using personal electronic devices or district equipment to harass or stalk another person or people.

~~Insert definition for Domestic Violence (similar to JFCF)~~

~~8.1. Insert definition for Domestic Violence (similar to JFCF)~~

~~9.8. "Menacing" includes, but is not limited to, any act intended to place a district employee, student, or third party in fear of imminent serious physical injury.~~

Retaliation/False Charges

~~Retaliation against any person who reports, is thought to have reported, files a complaint or otherwise participates in an investigation or inquiry is prohibited. Such retaliation shall be considered a serious violation of Board policy and independent of whether a complaint is substantiated. False charges shall also be regarded as a serious offense and will result in disciplinary action or other appropriate sanctions.~~

Complaint Reporting Procedures

The [principals and the superintendent] [have] [has] responsibility for investigations concerning reports of hazing, harassment, intimidation, bullying, menacing, and acts of or cyberbullying of staff or third parties. The investigator(s) shall be a neutral party having had no involvement in the complaint report presented.

Any employee or third party who has knowledge of conduct in violation of Board policy JFCF - [Hazing, Harassment, Intimidation, Bullying, Menacing,]Cyberbullying, Teen Dating Violence, or Domestic Violence – Student shall immediately report his/her concerns to the designated district official.

Any employee or third party who has knowledge of conduct in violation of Board policy GBNA – Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying – Staff and this administrative regulation or feels he/she has they have been hazed, harassed, intimidated, bullied, cyberbullied, or or menaced in violation of Board policy or this administrative regulation, [shall] [is encouraged to] immediately report his/her concerns to the designated district official.

~~Complaints~~ All reports and information will be promptly investigated in accordance with the following procedures:

Step 1 Any ~~reports~~ or information on acts of hazing, harassment, intimidation, bullying, ~~menacing~~, or ~~acts of cyberbullying information~~ (e.g., complaints, rumors, ~~etc.~~) shall be presented to the [principal or superintendent]. ~~Complaints~~ Reports against the principal shall be filed with the superintendent. Information may be presented anonymously. ~~Complaints~~ Reports against the superintendent shall be filed with the Board chair. All such information will be reduced to writing and will include the specific nature of the offense and corresponding dates.

Step 2 The district official receiving the ~~complaint~~ report shall promptly investigate. Parent(s) will be notified of the nature of any ~~complaint~~ report involving their student(s). The district official will arrange such meetings as may be necessary with all concerned parties within [five] working days after receipt of the information or ~~complaint~~ report. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the ~~complaint~~ report will be reduced to writing. The district official(s) conducting the investigation shall notify the ~~complainant~~ person making the report within [10] working days of receipt of the information or report, and parents as appropriate, [in writing,] when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined.

[A copy of the notification letter or the date and details of notification to the ~~complainant~~ person making the report, together with any other documentation related to the incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.]

Step 3 If the ~~complainant~~ person making the report is not satisfied with the decision at Step 2, ~~he/she~~ they may submit a written appeal to the superintendent or designee. Such appeal must be filed within [10] working days after receipt of the Step 2 decision. The superintendent or designee will arrange such meetings with the ~~complainant~~ person making the report and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the ~~complainant's~~ appeal within [10] working days.

Step 4 If the ~~complainant~~ person making the report is not satisfied with the decision at Step 3, a written appeal may be filed with the Board. Such appeal must be filed within [10] working days after receipt of the Step 3 decision. The Board shall, within [20] working days, conduct a hearing at which time the ~~complainant~~ person making the report shall be given an opportunity to present the ~~complaint~~ information or report. The Board shall provide a written decision to the ~~complainant~~ person making the report within [10] working days following completion of the hearing.

Reports against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within [20] days, in open session what action, if any, is warranted.

Reports against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within [20] days, in open session what action, if any, is warranted.

Reports against the Board chair may be made directly to the ~~[district counsel]~~ [Board ~~vice-~~chair] on behalf of the Board. The ~~[district counsel]~~ [Board vice--chair] shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within [20] days, in open session what action, if any, is warranted.

Timelines may be extended upon written agreement between both parties. This also applies to reports filed against the superintendent or any Board member.

Direct complaints of discriminatory harassment 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.

Documentation related to the incident may be maintained as a part of the employee's personnel file. ~~[Additionally, a copy of all reported acts of hazing, harassment, intimidation, bullying, menacing, or acts of cyberbullying complaints and documentation will be maintained as a confidential file in the district office.]~~

~~Complaints against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board.~~

~~Complaints against the Board chair may be made directly to the [district counsel] [Board vice chair] on behalf of the Board.~~

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Policy Revisions and Updates – JECB/JECB-AR Admission of Nonresident Students	Item No: 050819(7)(g)(iii)
	Attachment: Yes
Reason: Action	From: Andrew Grzeskowiak
	Date: May 8, 2019

Background:

Superintendent Grzeskowiak met with community member Pam Hickson and board members Mann-Heintz and McDougle to review policy JECB/JECB-AR Admission of Nonresident Students. The open enrollment law sunsets on July 1, 2019. This means that the 2018-2019 school year was the last year for students to transfer under this law. Districts should not go through the open enrollment procedure in the spring of 2019 for enrollment in 2019-2020. Any student who has transferred via open enrollment before the sunset does not lose their open enrollment status and remains a resident student of the district in which they are currently enrolled.

Recommendation:

Administration recommends a 1st reading of policy JECB/JECB-AR Admission of Nonresident Students and if there is no further discussion needed, the policy and AR will be placed on the June 19, 2019 Consent Agenda.

Resolution #050819(7)(g)(ii) – JECB/JECB-AR Admission of Nonresident Students

Be it Resolved that the Siuslaw School District Board of Directors approve the policy changes as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

OSBA Model Sample Policy

Code: JECB
Adopted:

Admission of Nonresident Students

The district may enroll nonresident students as follows:

1. Interdistrict Transfer Agreement. By written consent of the affected school boards, the student becomes a resident student of the attending district thereby allowing the attending district to receive State School Fund monies;
- ~~2. Open Enrollment. By written consent from the school board with which the student has made application for admission, the student becomes a resident student of the attending district thereby allowing the attending district to receive State School Fund moneys;~~
- ~~3.2.~~ Tuition Paying Student. By admitting nonresident student with tuition, whereby neither affected districts are eligible for State School Fund moneys;
- ~~4.3.~~ Court Placement. If a juvenile court determines it is in the student's best interest, a student placed in a substitute care program outside the district will continue to be considered a resident student and allowed to attend the school the student attended prior to placement. The public agency placing the student in a substitute care program will be responsible for the transportation of the student, if public agency funds are available.

The Board shall deny regular school admission to nonresident students who are under expulsion from another district for a weapons policy violation. The Board ~~[will]~~ ~~[will not]~~ [may, based on district criteria,] deny [regular school] ~~[alternative education program]~~ admission to nonresident students who are under expulsion from another district for reasons other than a weapons policy violation.

Consent for Admission of a Nonresident Student by Interdistrict Transfer or Consent for Admission of a Tuition Paying Student

Annually, by [~~the May board meeting~~ ~~insert date to be set by the Board~~¹], the Board shall establish the number of student transfer requests into the district, and out of the district, to which consent will be given for the upcoming school year.

~~The Board reserves the right to accept/reject nonresident students based upon the availability of space and resources.~~ The Board may not consider nor ask for any information from the student about race, religion, sex, sexual orientation, ethnicity, national origins, disability, health, whether a student has an individualized education program (IEP) or the terms of that IEP, identified as talented and gifted, income level, residence, proficiency in English, athletic ability, or academic records. The Board may not request or require the student to participate in an interview, tour any of the schools or facilities, or otherwise meet with any representatives of the school or district prior to the district deciding whether to give consent.

¹ [The district must annually make this determination by a date set by the Board. Insert the date set by the Board.]

The Board may ask for the student's name, contact information, date of birth, grade level, whether the student may be given priority on consent for admission (~~e.g., sibling in the district; change in legal residence; completion of public charter school in the district~~see the following paragraph for priorities), information about which schools the student prefers to attend, and whether the student is currently expelled.

If the number of students seeking consent exceeds the number of spaces, the Board will use an equitable lottery selection process. The process may give priority to students who have siblings currently enrolled in the district; who previously received consent for admission because of a change in legal residence; or who attended a public charter school located in the same district in which the student seeks to attend, for three consecutive years, completed the highest grade offered by the public charter school, and did not enroll and attend school in another district following completion of that highest grade in the public charter school.

The Board may revise the maximum number of students to whom consent will be given at a time other than the annual date established by the Board if there are no pending applications for consent.

If the Board decides not to give consent to a student the Board must provide a written explanation to the student.

The district may require minimum standards of behavior and/or attendance once the student has been accepted. The minimum standards must be the same for all students that are given consent. The district is not allowed to establish minimum standards for academics as a criteria for the student to remain in the district. Students whose consent is revoked for violation of set attendance and/or behavior standards will not be allowed to apply for consent to return to this district in the same or the following school year.

The Board may determine the length of time the consent is given. Any limitations in length of time must be applied consistently among all students to whom consent is given.

The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.

The attending district is responsible for a free appropriate public education for those students on an IEP.

~~Consent by the Nonresident District Board for which the Student has applied for Admission (Open Enrollment)~~

~~Annually, by March 1, the Board shall establish the number of students to whom consent will be given for the upcoming school year. The Board may choose to limit consent based on school, grade or the combination of both. The Board may decide not to give consent to any person under this process.~~

~~Applications for consent shall be submitted to the district no later than April 1, for the following school year.~~

~~The Board may not deny consent, give priority nor request student information related to race, religion, sex, sexual orientation, ethnicity, national origin, disability, health, whether a student has an IEP or the terms of that IEP, income level, residence, proficiency in the English language, athletic ability, academic records or eligibility or participation in talented and gifted programs.~~

~~If the number of students seeking consent exceeds the number of students the Board has determined will be given consent, consent will be based on an equitable lottery selection process.~~

~~The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.~~

~~By May 1, the district shall provide written notification of admission of a nonresident student into the district, to the district of the student's legal residence.~~

END OF POLICY

Legal Reference(s):

~~ORS 109.056~~
~~ORS 327.006~~
~~ORS 329.485~~
~~ORS 335.090~~

~~ORS 339.115 - 339.133~~
~~ORS 339.141~~
~~ORS 339.250~~
~~ORS 343.221~~

~~ORS 433.267~~
~~OAR 581-021-0019~~

OSBA Model Sample Policy

Code: JECB-AR(1)
Revised/Reviewed:

Admission of Nonresident Students

By ~~[January 15]~~ April Board Meeting of each year, the principals will establish an approximate number of nonresident students their respective buildings can accommodate for the following school year.

Nonresident students may **only** be admitted with tuition, with the exception of students who become “resident pupils” by one of the following methods:

1. By written consent of affected school boards (interdistrict transfer);
- ~~2. By written consent of the district board with which the student has made application for admission (open enrollment);~~
- ~~3.2.~~ A foreign exchange student attending a district school on a J-1 Visa; or
- ~~4.3.~~ A court ~~order~~ placement.

The amount of tuition will be established by ~~[July 1]~~ August of each year. Each admitted tuition paying student will be charged the same amount of tuition.

The district is not required to provide transportation outside the boundaries of the district. The student will be allowed to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.

~~[A written appeal for a denied request may be made to the Board whose decision, based upon review, will be final.]~~

Consent for Admission of a Nonresident Student by Interdistrict Transfer

1. The Board shall establish~~es~~ the number of student transfer requests into the district, to which consent will be given for the upcoming school year, by ~~[insert date set by the Board]~~ the May board meeting.
- ~~2.~~ The application for admission must go through the [superintendent’s principal’s office], ~~which will then submit the petition to the [superintendent’s office].~~
- ~~3. Admission [and annual renewal] must be approved by the superintendent.~~
4. Students receiving consent for admission may remain in the district ~~[for the school year [YYYY–YYYY]] [until they finish the highest grade level in the school] [until graduation]~~¹. The student will

¹ The receiving district determines the length of time granted for a student of an interdistrict transfer by mutual agreement. The length of time determined by the receiving district must be applied the same for all students receiving consent by mutual agreement. The bracketed language represents only examples the district may consider. The district may insert whatever length of time they decide.

not need to seek permission more than once from the same district of origin, to transfer to this district.

Consent for Admission of a Tuition-Paying Student

1. The application for admission must go through the [~~superintendent's principal's office~~], which will then submit the petition to the [superintendent's office].
2. Admission [~~and annual renewal~~] must be approved by the superintendent.
3. Admission of students paying tuition will result in a ~~mutual~~ tuition agreement between the parties and will be filed with the business office for billing and payment control.
4. The business manager shall prepare semester bills for all tuition paying students, and any student whose tuition remains unpaid [15] days after presentation of bills shall be excluded; the superintendent may grant additional time for payment should circumstances warrant it.
5. [Students receiving consent may remain in the district [~~for the school year [YYYY-YYYY]~~] [~~until they finish the highest grade level in the school~~] [until graduation]².]

~~Consent by the Nonresident District Board for which the Student has applied for Admission (Open Enrollment)~~

- ~~1. By March 1, the Board shall establish the number of students, if any, that will be given admission for the following school year under this process. Resident students will have first opportunity to request an intradistrict transfer prior to the placement of a nonresident student [to a specific school].~~
- ~~2. Nonresident students must make application no later than April 1, for admission in the following school year to the district they desire to attend. Applications must be submitted to the [district office].~~
- ~~3. If the number of applications exceeds the number of admissions to be given, an equitable lottery process will be used to determine admission. This lottery process may give priority to applicants who currently have siblings enrolled in the district. Priority cannot be given to a nonresident student over an intradistrict transfer request from a resident student. If the district determines that admission will not be given to any students under this process there is no district obligation to give admission to siblings.~~
- ~~4. Once the student has been given admission, the student is considered a resident for all educational programs and remains a resident of the district until the student:
 - ~~a. Graduates from high school;~~
 - ~~b. Is no longer required to be admitted to the school district under ORS 339.115; or~~
 - ~~c. Enrolls in a school in a different district.~~~~
- ~~5. By May 1, the district shall provide written notification of admission of a nonresident student into the district, to the district of the student's legal residence.~~

² Ibid. p. 1

OSBA Model Sample Policy

Code: JECB-AR(3)

Revised/Reviewed:

Application for Nonresident Student Admission – Open Enrollment

(Consent by Nonresident District only)

For Office Use Only

School Year _____ Student ID# _____

Student Information

Legal Last Name _____ Legal First Name _____ Legal Middle Name _____

Mailing Address _____

City _____ State _____ Zip _____

Date of Birth _____ (MM/DD/YY) Requested Student Grade Level _____

Primary Phone of Parent/Guardian _____ Secondary Phone _____

Email Address _____

Parent/Guardian Name (person in parental relationship) _____

Is the student currently under expulsion? ☐ Yes ☐ No

If yes, what was the reason? _____

[Is there a sibling of this applicant currently attending in this district? ☐ Yes ☐ No

If yes, name of sibling and school attending: _____]

If my child is admitted, I hereby authorize the release of the student educational records to _____
_____ (name of district) and certify that I am the parent or guardian in legal custody of the student.

Signature of Parent/Guardian _____ Date _____

For Office Use Only

Final Action of Nonresident District: ☐ Approved ☐ Denied ☐ Lottery Number _____

Reason for denial or comments: _____

Signature/Designee _____ Date _____

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Policy Revisions and Updates –	Item No: 050819(7)(g)(iv)
	Attachment: Yes
Reason: Action	From: Andrew Grzeskowiak
	Date: May 8, 2019

Background:

Superintendent Grzeskowiak met with community member Pam Hickson and board members Mann-Heintz and McDougale to review policy IKF/IKF-AR – Graduation Requirements. The policy and AR went before the board for a 1st reading at the April 10, 2019 board meeting.

The changes recommended are to better align policy language with Oregon law on notification requirements to parents of students of the graduation requirements for a modified diploma, an extended diploma, or an alternative certificate. The changes include corrections to the extended diploma section in model board policy IKF for documented history options. Further, due to the English Language Proficiency Assessment for the 21st Century (ELPA21) not being ready to implement at the March 2018 meeting of the Oregon State Board of Education, the Board removed the requirement for an additional year (i.e., the Essential Skills requirement of demonstrating sufficient English language skills using the ELPA21). Lastly, changes included will modify language that refers to issuance of a veterans' diploma.

Recommendation:

Administration recommends adoption of policy IKF/IKF-AR – Graduation Requirements.

Resolution #050819(7)(g)(iv) – IKF/IKF-AR – Graduation Requirements

Be it Resolved that the Siuslaw School District Board of Directors approve the policy changes as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

OSBA Model Sample Policy

Code: IKF
Adopted:

Graduation Requirements**

(This policy requires an administrative regulation, see IKF-AR.)

(Version 2)

The Board will establish graduation requirements for the awarding of a high school diploma, a modified diploma, an extended diploma and an alternative certificate which meet or exceed state requirements. A student may satisfy graduation requirements in less than four years. The district will award a diploma to a student fulfilling graduation requirements in less than four years if consent is given by the student's parent or guardian or by the student if ~~he/she~~ the student is 18 years of age or older or emancipated.

If the district requires diploma requirements beyond the state requirements, the district shall grant a waiver for those requirements to any student who, at any time from grade 9 to 12, was:

1. A foster child¹;
2. Homeless;
3. A runaway;
4. A child in a military family covered by the Interstate Compact on Educational Opportunity for Military Children;
5. A child of a migrant worker; or
6. Enrolled in the Youth Corrections Education Program or the Juvenile Detention Education Program.

For any student identified above, the district shall accept any credits earned by the student in another district or public charter school, applying those credits toward the state requirements for a diploma if the credits satisfied those requirements in that other district or public charter school.

The district will ensure that students have onsite access to the appropriate resources to achieve a diploma, a modified diploma, an extended diploma or an alternative certificate at each high school. The district will provide [age-appropriate and developmentally appropriate] literacy instruction to all students until graduation.

Essential Skills

The district [will] ~~will not~~ allow English Language Learner (ELL) students to demonstrate proficiency in the Essential Skills of Apply Mathematics in a variety of settings, in the student's language of origin for those ELL students who by the end of high school:

1. Are on track to meet all other graduation requirements; and

¹ As defined in ORS 30.297.

2. Are unable to demonstrate proficiency in the Essential Skills in English.

The district [will] ~~[will not]~~ allow ELL students to demonstrate proficiency in Essential Skills other than Apply Mathematics in a variety of settings, in the student's language of origin for those ELL students who by the end of high school:

1. Are on track to meet all other graduation requirements;
2. Are unable to demonstrate proficiency in the Essential Skills in English;
3. Have been enrolled in a U.S. school for five years or less; and
4. Have demonstrated sufficient English language skills using the English Language Proficiency Assessment for the 21st Century (ELPA21)².

[³The district will develop procedures to provide assessment options as described in the *Essential Skills and Local Performance Assessment Manual*, in the ELL student's language of origin for those ELL students who meet the criteria above, and will develop procedures to ensure that locally scored assessment options administered in an ELL student's language of origin are scored by a qualified rater.]

The district may not deny a student, ~~who has the documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers, or of a medical condition that creates a barrier to achievements~~, the opportunity to pursue a diploma with more stringent requirements than a modified diploma or an extended diploma for the sole reason the student has the documented history **listed under the above modified diploma or extended diploma requirements**.

The district may award a modified diploma or an extended diploma to a student only upon the written consent of a student who is emancipated or has reached the age of 18 at the time the modified or extended diploma is awarded, or the student's parent or guardian. The district shall receive the written consent during the school year in which the modified diploma or the extended diploma is awarded. ~~A student who is emancipated or has reached the age of 18 at the time the modified diploma or the extended diploma is awarded may sign the consent.~~

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in either four years after starting the ninth grade, or until the student reaches the age of 21, if the student is entitled to a public education until the age of 21 under state or federal law.

A student may satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in less than four years but not less than three years. In order to satisfy the requirements for a modified diploma, an extended diploma or an alternative certificate in less than four years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the district superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

² This criteria does not apply to students seeking a diploma in 2017-2018 **or 2018-2019**.

³ [This paragraph is required if the district allows ELL students to demonstrate proficiency in Essential Skill of Apply Mathematics and other courses.]

Beginning in grade five ~~when a student is taking an alternative assessment~~ or after a documented history to qualify for a modified diploma, an extended diploma, or an alternative certificate has been established, the district will annually provide to the parents or guardians of the student, information about the availability and requirements of a modified diploma, an extended diploma, and an alternative certificate.

A student who qualifies to receive or receives a modified diploma, an extended diploma, or an alternative certificate shall have the option of participating in a high school graduation ceremony with the student's class.

A student who receives an ~~modified diploma~~, extended diploma or an alternative certificate shall have access to ~~individually designed~~ instructional hours, hours of transition services and hours of other services that are designed to meet unique needs of the student and when added together provide a total number of hours of instruction or services that equals at least the total number of instructional hours that is required to be provided to students who are attending a public high school. ~~as determined by the individualized education program (IEP) team.~~

~~A student who has received a modified diploma shall continue to have access to individually designed instructional hours, hours of transition services and hours of other services that are designed to meet the unique needs of the student.~~

The district will award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an IEP completes high school, the district will give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a ~~Free Appropriate Public Education~~ (FAPE) until the age of 21, even if they have earned a modified diploma, an extended diploma, an alternative certificate or completion of a General Education Development document. The continuance of services for students with disabilities for a modified diploma, an extended diploma or an alternative certificate is contingent on the IEP team determining the student's continued eligibility and special education services are needed.

Students and their parents will be notified of graduation and diploma requirements.

~~[The district will review graduation requirements biennially in conjunction with the secondary school improvement plan. Graduation requirements may be revised to address student performance.]~~

The district may not deny a diploma to a student who has opted-out of the statewide assessments if the student is able to satisfy all other requirements for the diploma. Students who opt-out will need to meet the Essential Skills graduation requirement using another approved assessment option.

The district will issue a high school diploma, ~~upon request and~~ pursuant to Oregon law (ORS 332.114), to ~~a person or a representative of a deceased person who served in the U.S. Armed Forces⁴ and the person was discharged or released under honorable conditions~~ veteran if the veteran resides within the boundaries of the district or is an Oregon resident and attended a high school of the district, or to a deceased veteran, upon request from a representative of the veteran, if the deceased veteran resided within the boundaries of the district at the time of death or was an Oregon resident at the time of death and attended a high school of the district.

The district shall establish conduct and discipline consequences for student-initiated test impropriety. “Student-initiated test impropriety” means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

END OF POLICY

Legal Reference(s):

ORS 329.045	ORS 343.295	OAR 581-022-2020
ORS 329.451		OAR 581-022-2025
ORS 329.479	OAR 581-022-1910	OAR 581-022-2030
ORS 332.107	OAR 581-021-0009	OAR 581-022-2115
ORS 332.114	OAR 581-022-2000	OAR 581-022-2120
ORS 339.115	OAR 581-022-2010	OAR 581-022-2505
ORS 339.505	OAR 581-022-2015	

Test Administration Manual, published by the OREGON DEPARTMENT OF EDUCATION ~~(2017-18)~~.

Essential Skills and Local Performance Assessment Manual, published by the OREGON DEPARTMENT OF EDUCATION ~~(JANUARY 22, 2018)~~.

OREGON DEPARTMENT OF EDUCATION Executive Numbered Memo 003-2015-16.

⁴ ~~The policy applies to any person who:~~

- ~~1. Served in the Armed Forces of the U.S. at any time during:~~
 - ~~a. World War I;~~
 - ~~b. World War II;~~
 - ~~c. The Korean Conflict; or~~
 - ~~d. The Vietnam War;~~
- ~~2. Served in the Armed Forces of the U.S. and was physically present in:~~
 - ~~a. Operation Urgent Fury (Grenada);~~
 - ~~b. Operation Just Cause (Panama);~~
 - ~~c. Operation Desert Shield/Desert Storm (Persian Gulf War);~~
 - ~~d. Operation Restore Hope (Somalia);~~
 - ~~e. Operation Enduring Freedom (Afghanistan); or~~
 - ~~f. Operation Iraqi Freedom (Iraq);~~
- ~~3. Served in the Armed Forces of the U.S. in an area designated as a combat zone by the President of the U.S.~~

OSBA Model Sample Policy

Code: IKF-AR

Adopted:

Graduation Requirements

Diploma

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits which include at least:

1. Four credits of English ~~L~~language ~~A~~arts (shall include the equivalent of one unit in written composition);
2. Three credits of mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
3. Three credits of science;
4. Three credits of social sciences (including history, civics, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education; and
7. Three credits in career ~~and~~ technical education, the arts or world languages (units shall be earned in any one or a combination).

The district shall offer students credit options provided the method for obtaining such credit is described in the student's personal education plan and the credit is earned by meeting requirements described in Oregon Administrative Rule (OAR) 581-022-2025.

To receive a diploma, in addition to credit requirements as outlined in OAR 581-022-2000, a student must:

1. Demonstrate proficiency in the Essential Skills of ~~R~~reading, ~~W~~writing, and ~~A~~pplying ~~M~~mathematics in a variety of settings;
2. Develop an education plan and build an education profile;
3. Demonstrate extended application through a collection of evidence; and
4. Participate in career-related learning experiences outlined in the education plan.

[Essential Skills Appeal

The district will ~~[establish an appeal process]~~ [follow Board policy KL - Public Complaints] in the event of an appeal for the denial of a diploma based on the Essential Skills graduation requirement. The district

will retain student work samples and student performance data to ensure that sufficient evidence is available in the event of an appeal.]

Modified Diploma

A modified diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic standards adopted by the State Board of Education for a high school diploma even with reasonable modifications and accommodations. A modified diploma may only be awarded to a student who meets the eligibility criteria listed below:

1. Has a documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers; or
2. Has a documented history of a medical condition that creates a barrier to achievement.

Having met the above eligibility criteria, a modified diploma will be awarded to students who, while in grade nine through completion of high school, complete 24 credits which shall include:

1. Three credits in English Language Arts;
2. Two credits in mathematics;
3. Two credits in science;
4. Two credits in social sciences (which may include history, civics, geography and economics (including personal finances));
5. One credit in health education;
6. One credit in physical education; and
7. One credit in career ~~technology~~ technical education, the arts or a world languages (units may be earned in any one or a combination).

In addition to credit requirements as outlined in OAR 581-022-2010, a student must:

1. Develop an education plan and build an education profile; and
2. Demonstrate extended application through a collection of evidence.

A student must also demonstrate proficiency in the Essential Skills with reasonable modifications and accommodations.

Districts may make modifications to the assessment for students who seek a modified diploma when the following conditions are met:

1. For a student on an individualized education program (IEP) or Section 504 plan, any modifications to work samples must be consistent with the requirements established in the IEP or 504 plan. ~~Modifications are changes to the achievement level, construct or measured outcome of an assessment.~~ Modifications include practices and procedures that compromise the intent of the

assessment though a change in learning expectations, construct, or content that is to be measured, grade level standard, or measured outcome of the assessment. This means that IEP or 504 school teams responsible for approving modifications for a student's assessment may adjust the administration of the assessment and/or the assessment's achievement standard.

2. For a student not on an IEP or 504 plan, any modifications to work samples must have been provided to the student during his/her the students instruction in the content area to be assessed, and in the year in which the student is being assessed, and modifications must be approved by the school team that is responsible for monitoring the student's progress toward the modified diploma.

Students not on an IEP or a Section 504 Plan may not receive a modified Smarter Balanced assessment.

A student's school team shall decide that a student should work toward a modified diploma no earlier than the end of grade six and no later than two years before the student's anticipated exit from high school. A student's school team may decide to revise a modified diploma decision.

A student's school team may decide that a student who was not previously working towards a modified diploma should work towards one when the student is less than two years from anticipated exit from high school if the documented history has changed.

Beginning in grade five ~~when a student is taking an alternate assessment~~ or beginning after a documented history to qualify for a modified diploma, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of a modified diploma.

Extended Diploma

An extended diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards adopted by the State Board of Education for a diploma while receiving modifications and accommodations. To be eligible for an extended diploma, a student must:

1. While in grade nine through completion of high school, complete 12 credits, which may not include more than six credits in a self-contained special education classroom and will include:
 - a. Two credits of mathematics;
 - b. Two credits of English language arts;
 - c. Two credits of science;
 - d. Three credits of history, geography, economics or civics;
 - e. One credit of health;
 - f. One credit of physical education;
 - g. One credit of the career technical education, the arts or a world languages.
2. Have a documented history of:
 - a. An inability to maintain grade level achievement due to significant learning and instructional barriers; or
 - b. A medical condition that creates a barrier to achievement; and/or
 - c. ~~Participating in an alternate assessment no later than grade six and lasting for two or more assessment cycles; or~~

~~d.c.~~ A change in the student's ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade eight.

Beginning in grade five ~~when a student is taking an alternate assessment~~ or beginning after a documented history to qualify for an extended diploma, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of an extended diploma.

Alternative Certificates

Alternative certificates will be awarded to students who do not satisfy the requirements for a diploma, a modified diploma or an extended diploma if the students meet minimum credit requirements established by the district. ~~Alternative certificates will be awarded based on individual student needs and achievement.~~

Beginning in grade five ~~when a student is taking an alternate assessment~~ or beginning after a documented history to qualify for an alternative certificate, the district shall annually provide to the parents or guardians of the student, information about the availability and requirements of an alternative certificate.

Assessment

Students may opt-out of the Smarter Balanced or alternate Oregon Extended Assessment by completing the Oregon Department of Education's Opt-out Form¹ and submitting the form to the district.

¹ www.ode.state.or.us: ~~or navigate to Teaching & Learning > Testing~~ Educator Resources > Student Assessment > ~~Smarter Balanced~~ Test administration > Forms > 2018-2019 30-day notice and opt-out form

Siuslaw School District 97J
2111 Oak Street
Florence, OR 97439

Presented to the Board of Directors:

Subject: Policy Revisions and Updates – JFCF/JFCF-AR - Hazing, Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, or Domestic Violence – Students	Item No: 050819-7(g)(v)
	Attachment: Yes
	From: Andrew Grzeskowiak
Reason: Action	Date: May 8, 2019

Background:

Superintendent Grzeskowiak met with community member Pam Hickson and board members Mann-Heintz and McDougle to review policy JFCF/JFCF-AR - Hazing, Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, or Domestic Violence – Students. The policy and AR went before the board for a 1st reading at the April 10, 2019 board meeting.

The recommended edits are to better align the policy and administrative regulation with statutory language and reflect gender neutral pronouns. It is recommended the Board review, revise, and readopt model policy language.

Recommendation:

Administration recommends adoption of policy JFCF/JFCF-AR -Hazing, Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, or Domestic Violence – Students.

Resolution #050819-7(g)(v) – JFCF/JFCF-AR - Hazing, Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating Violence, or Domestic Violence – Students

Be it Resolved that the Siuslaw School District Board of Directors approve the policy changes as presented.

Suzanne Mann-Heintz, Board Chair

Kari Blake, Business Manager/Deputy Clerk

OSBA Model Sample Policy

Code: JFCF

Adopted:

[Hazing,]Harassment, Intimidation, Bullying, [Menacing,]~~Bullying~~, Cyberbullying, Teen Dating Violence, ~~and or~~ Domestic Violence – Student**

(Version 2)

The Board, in its commitment to providing a safe, positive, and productive learning environment for all students, will consult with parents/guardians, employees, volunteers, students, administrators, and community representatives in developing this policy in compliance with applicable Oregon ~~Revised Statutes (ORS)~~ law.

[Hazing,] [h]arassment, intimidation or bullying~~[, menacing]~~, and acts of cyberbullying by students, staff, ~~and or~~ third parties toward students is strictly prohibited. Teen dating violence is unacceptable behavior and prohibited.

Retaliation against any person who is a victim of, who reports, is thought to have reported, or files a complaint about an act of [hazing,] harassment, intimidation or bullying, [menacing,] an act of cyberbullying, or teen dating violence, or otherwise participates in an investigation or inquiry is ~~also~~ strictly prohibited. A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action. False charges shall also be regarded as a serious offense and will result in ~~disciplinary action or other~~ consequences and appropriate ~~sanctions~~ remedial action.

Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion. The district may also file a request with the Oregon Department of Transportation to suspend the driving privileges or the right to apply for driving privileges of a student 15 years of age or older who has been suspended or expelled at least twice for assaulting or menacing another student or employee, willful damage or injury to district property or for the use of threats, intimidation, harassment, or coercion against a district employee or another student.

Staff whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Students, staff, or third parties may also be referred to law enforcement officials.

The [building administrator] ~~and the superintendent~~ ~~[are]~~ [is] responsible for ensuring that this policy is implemented.

Definitions

R7/01/172/28/19 | PH

[Hazing,]Harassment, Intimidation, Bullying, [Menacing,]~~Bullying~~, Cyberbullying, Teen Dating Violence, ~~and or~~ Domestic Violence – Student** – JFCF

1-4

“District” includes district facilities, district premises, and nondistrict property if the student is at any district-sponsored, district-approved, or district-related activity or function, such as field trips or athletic events where students are under the ~~control~~ jurisdiction of the district.

“Third parties” include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events.

[“Hazing” includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grade level attainment; ~~[(i.e., personal servitude, sexual stimulation/sexual assault, forced consumption of any drink, alcoholic beverage, drug or controlled substance, forced exposure to the elements, forced prolonged exclusion from social contact, sleep deprivation or any other forced activity that could adversely affect the mental or physical health or safety of a student);]~~ requires, encourages, authorizes or permits another to be subject to wearing or carrying any obscene or physically burdensome article; ~~or~~ assignment of pranks to be performed or other such activities intended to degrade or humiliate.] It is not a defense against hazing that the student subjected to hazing consented to or appeared to consent to the hazing.]

“Harassment, intimidation or bullying” means any act that substantially interferes with a student’s educational benefits, opportunities or performance, that takes place on or immediately adjacent to district grounds, at any district-sponsored activity, on district-provided transportation, or at any official district bus stop, that may be based on, but not limited to, the protected class status of a person, having the effect of:

1. Physically harming a student or damaging a student’s property;
2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student’s property; ~~or~~
3. Creating a hostile educational environment including interfering with the psychological well-being of the student ~~and may be based on, but not limited to, the protected class of the person.~~

“Protected class” means a group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation¹, national origin, marital status, familial status, source of income, or disability.

“Teen dating violence” means:

1. A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or

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. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

“Domestic violence” means abuse between family and/or household members, as those terms are described in ORS 107.705.

“Cyberbullying” is the use of any electronic communication device to harass, intimidate or bully.

~~[Students and staff will refrain from using personal communication devices or district [property] [equipment] to violate this policy.]~~

“Retaliation” means any acts of, including but not limited to, [hazing,]harassment, intimidation or bullying,[menacing,] ~~teen dating violence, and acts of~~ cyberbullying toward the victim, a person in response to an ~~student for~~ actually or apparently reporting of, or participating in the investigation of, [hazing,] harassment, intimidation or bullying,[menacing,] teen dating violence, ~~and~~ acts of cyberbullying, or retaliation.

[“Menacing” includes, ~~but is not limited to,~~ any act intended to place a district employee, student, or third party in fear of imminent serious physical injury.]

Reporting

The [building administrator]² will take reports and conduct a prompt investigation of any reported ~~of an~~ acts of [hazing,] harassment, intimidation or bullying,[menacing,] ~~and acts of~~ cyberbullying, or teen dating violence. Any employee who has knowledge of conduct in violation of this policy shall immediately report ~~his/her~~ concerns to the [employee position title] who has overall responsibility for all investigations. Any employee who has knowledge of incidents of teen dating violence that took place on district property, at a district-sponsored activity, or in a ~~district vehicle or~~ vehicle used for ~~transporting students to a district activity~~ district-provided transportation shall immediately report the incident to the [employee position title]. Failure of an employee to report any act of [hazing,] harassment, intimidation or bullying[, menacing], ~~or an act of~~ cyberbullying, or teen dating violence to the [building administrator] may be subject to remedial action, up to and including dismissal. Remedial action may not be based solely on an anonymous report.

Any student who has knowledge of conduct in violation of this policy or feels ~~he/she has~~ they have been subjected to an act of [hazing,] harassment, intimidation or bullying,[menacing,] ~~is~~ or cyberbullying or feel they have been a victim of teen dating violence ~~or an act of cyberbullying~~ in violation of this policy, is encouraged to immediately report ~~his/her~~ concerns to the [employee position title] who has overall responsibility for all investigations. Any volunteer who has knowledge of conduct in violation of this policy is encouraged to immediately report ~~his/her~~ concerns to the [employee position title] ~~who has overall responsibility for all investigations. This~~ A report made by a student or volunteer may be made anonymously. A student or volunteer may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate district official.

² [Required by ORS 339.356(2)(g). Other bracketed language regarding hazing and menacing exceeds the requirements of ORS 339.356 and is under Board authority ORS 332.107.]

~~Complaints~~ Reports against the principal shall be filed with the superintendent. ~~Complaints~~ Reports against the superintendent shall be filed with the Board chair.

The ~~complainant~~ person who makes the report shall be notified ~~of the findings of~~ when the investigation has been completed and, as appropriate, ~~that~~ the findings of the investigation and any remedial action that has been taken. The ~~complainant~~ person who made the report may request that the [superintendent] review the actions taken in the initial investigation, in accordance with ~~[administrative regulations]~~ [district complaint procedures].

Training and Education

The district shall incorporate into existing training programs for students, information related to the prevention of, and the appropriate response to, acts of harassment, intimidation or bullying, and acts of cyberbullying and this policy.

The district shall incorporate age-appropriate education about teen dating violence and domestic violence into new or existing training programs for students in grades 7 through 12.

The district shall incorporate into existing training programs for staff information related to the prevention of, and the appropriate response to, acts of harassment, intimidation or bullying, teen dating violence, domestic violence, and acts of cyberbullying and this policy.

Notice

The superintendent shall be responsible for ensuring annual notice of this policy is provided in a student or ~~employee~~ staff handbook, school and district's website, and school and district office[and the development of administrative regulations, including reporting and investigative procedures]. [Complaint procedures, as established by the district, shall be followed.]

Domestic violence posters provided by the Oregon Department of Education (ODE) shall be posted in clearly visible locations on school campuses in accordance with rules adopted by ~~the~~ ODE.

END OF POLICY

Legal Reference(s):

[ORS 163.190]
[ORS 163.197]
ORS 107.705
ORS 166.065
ORS 166.155 - 166.165
ORS 174.100(7)

ORS 332.072
ORS 332.107
ORS 339.240
ORS 339.250
ORS 339.254
ORS 339.351 - 339.366~~8~~

OAR 581-021-0045
OAR 581-021-0046
OAR 581-021-0055
OAR 581-022-2310
OAR 581-022-2370

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2012).

R7/01/172/28/19 | PH

[Hazing,]Harassment, Intimidation, Bullying, [Menacing,]Bullying,
Cyberbullying, Teen Dating Violence, and or
Domestic Violence – Student** – JFCF

4-4

OSBA Model Sample Policy

Code: JFCF-AR

Revised/Reviewed:

[Hazing,]Harassment, Intimidation, Bullying, [Menacing,]Bullying, Cyberbullying, and or Teen Dating Violence Complaint Reporting Procedures – Student (Version 2)

The [employee position title(s) building administrators¹] [has] [have] responsibility for investigations concerning acts of [hazing,] harassment, intimidation or bullying, [menacing,] acts of cyberbullying, and incidents of teen dating violence. The investigator(s) shall be a neutral party having had no involvement in the complaint report presented.

All complaints reports will be investigated in accordance with the following procedures:

Step 1 Any reports or information on acts of [hazing,]harassment, intimidation or bullying, [menacing,] acts of cyberbullying, and or incidents of teen dating violence information (e.g., complaints, rumors, etc.) shall be presented to the [employee position title building administrator]. Complaints Reports against the principal shall be filed with the superintendent. Complaints Reports against the superintendent shall be filed with the Board chair. All such information will be reduced to writing and will include the specific nature of the offense and corresponding dates.

Step 2 The district official [employee position title building administrator] receiving the complaint report shall promptly investigate. Parents will be notified of the nature of any complaint report involving their student. The district official [employee position title building administrator] will arrange such meetings as may be necessary with all concerned parties within [five] working days after receipt of the information or complaint report. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the complaint report will be reduced to writing. The district official(s) [employee position title building administrator] conducting the investigation shall notify the complainant person making the report within [10] working days of receipt of the information or report, and parents as appropriate, [in writing,] when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined.

[A copy of the notification letter or the date and details of notification to the complainant person making the report, together with any other documentation related to the incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.]

Step 3 If the complainant person making the report is not satisfied with the decision at Step 2, he/she they may submit a written appeal to the superintendent or designee. Such appeal must be filed

¹ Required by ORS 339.356(2)(g). Other bracketed language regarding hazing and menacing exceeds the requirements of ORS 339.356 and is under Board authority ORS 332.107.

within [10] working days after receipt of the Step 2 decision. The superintendent or designee will arrange such meetings with the ~~complainant~~ person making the report and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the ~~complainant's~~ appeal within [10] working days.

[Step 4 If the ~~complainant~~ person making the report is not satisfied with the decision at Step 3, a written appeal may be filed with the Board. Such appeal must be filed within [10] working days after receipt of the Step 3 decision. The Board shall, within [20] working days, conduct a hearing at which time the ~~complainant~~ person making the report shall be given an opportunity to present the ~~complaint~~ report. The Board shall provide a written decision to the ~~complainant~~ person making the report within [10] working days following completion of the hearing.]

~~Complaints~~ Reports against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the ~~complaint~~ report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within [20] days, in open session what action, if any, is warranted.

Reports against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within [20] days, in open session what action, if any, is warranted.

Reports against the Board chair may be made directly to the ~~[district counsel]~~ [Board ~~vice~~ chair] on behalf of the Board. The ~~[district counsel]~~ [Board vice chair] shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, within [20] days, in open session what action, if any, is warranted.

Timelines may be extended upon written agreement between both parties. This also applies to reports filed against the superintendent or any Board member.

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

Documentation related to the incident may be maintained as a part of the student's education records. [Additionally, a copy of all reported acts of [hazing,]harassment, intimidation or bullying, ~~menacing,~~ ~~acts of~~ or cyberbullying, ~~and~~ or incidents of teen dating violence ~~complaints~~ and documentation will be maintained as a confidential file in the district office.]