

**Oakridge School District No. 76
47997 W 1st St
Oakridge, OR 97463
Oakridge School District Board Room**

The Oakridge School District Regular Board Meeting is a meeting that is held in public each month. Public comment is accepted twice at each meeting, once at the beginning of the meeting and once at the end of the meeting.

Personnel complaints will not be heard at Regular Board Meetings, and individuals with concerns regarding personnel should follow the Complaint Procedure Policy. Copies are available at every Board meeting and on the District website.

Regular Session

Regular School Board Meeting

Monday, August 10, 2020

6:00 p.m. – Virtual Zoom Meeting (see link below)

Join Zoom Meeting

<https://us02web.zoom.us/j/82746526517?pwd=N1htdCtOUUV1dkNaVU8ydlh6QStadz09>

Meeting ID: 827 4652 6517

Password: 5MuyUH

One tap mobile

+13462487799,,82746526517#,,1#,762145# US (Houston)

+16699009128,,82746526517#,,1#,762145# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 827 4652 6517

Password: 762145

Find your local number: <https://us02web.zoom.us/j/82746526517?pwd=N1htdCtOUUV1dkNaVU8ydlh6QStadz09>

AGENDA

- A. Approval of the Regular Meeting Minutes of July 13, 2020 (Action)**
- B. Public Comment**
- C. Announcements/Correspondence (Information Only)**
- D. Review Expenditures for June – General Funds/Special Funds/OSD Bond 2018**
- E. Reports (Discussion)**
 - 1. Superintendent Report: Safe Schools – Superintendent Doland**
 - 2. Food Service – Lori McMahon**
- F. Unfinished Business (Action)**
- G. New Business (Action)**
 - 1. Safe Schools Plan (Action)**
 - 2. 2020-21 Official School Calendar Adopted 3/9/2020 (Revision /Discussion)**
 - 3. Policy Update (1st Reading/No Action)**
 - AC-AR Discrimination (Revision)**
 - EEA Student Transportation (Revision)**
 - GBEA Workplace Harassment* (New Policy)**
 - GBEA-AR Workplace Harassment Reporting and Procedure (New Policy)**
 - GBNA/JHFF Reporting Requirements for Suspected Sexual Conduct with Students* (New Policy)**

- **GBNAA/JHFF-AR Suspected Sexual Conduct Report Procedures and Form* (New Policy)**
- **JHFF/GBNAA Reporting Requirements for Suspected Sexual Conduct with Students* (New Policy)**
- **JHFF/GBNAA-AR Suspected Sexual Conduct Report Procedures and Form* (New Policy)**

H. Personnel

1. Employee Recommendation(s) (Action)

Certified

Wyatt Fujii, OJSH Math Teacher, 1.0 FTE (Effective August 31, 2020)

Kelli Doyle, Preschool Teacher, 1.0 FTE (Effective August 31, 2020)

Classified

Aileron Moran-Hogansen, Educational Assistant, 7.5 hour (Effective August 31, 2020)

2. Employee Resignation(s) (Action)

Classified

Zack Doland, YTP/GEAR UP Crew Leader 7.5 hours per day (Effective July 30, 2020)

3. Executive Session Pursuant to ORS 192.660 (2)(i) Review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member, unless the person whose performance is being reviewed and evaluated requests an open hearing.

Executive Session pursuant to ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Executive Session pursuant to ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

I. Post Public Comment

J. Future Agenda Items

1. Next Regular School Board Meeting, September 14, 2020, 6:00 p.m., Virtual Zoom Meeting

K. Adjourn

The Board of Director meetings of Oakridge School District are held in accordance with Open Meeting Laws and with accessibility requirements. If an individual with a disability needs assistance in order to attend or participate in a meeting or discuss a matter with the superintendent, please call the district office at 782-2813. Posted 8/6/2020

Oakridge School District No. 76
BOARD OF DIRECTORS

REGULAR SESSION

July 13, 2020

The meeting of the Board of Directors of Oakridge School District No. 76 was convened at 6:05 p.m. remotely by virtual Zoom meeting connection and called to order by Chair Weddle. In addition to the Chair, those present were directors Hardy, Edmunds, McPherson and Martin. Also present was Superintendent Doland, Business Manager Peggy Mahla and Confidential Secretary Lori McMahon.

Other Attendees: Greg Chapman, OJSH Principal, John Stapleton, PIVOT Architecture, Jim Mender, CM/GC McKenzie Commercial

Additions and Changes to the Agenda: None.

- A. Chair Weddle read the Public Meeting Statement.
- B. **ELECT BOARD CHAIR AND VICE CHAIR** - Director *Martin nominated Director Weddle as Board Chairperson for the 2020-21 fiscal year. Director Edmunds seconded and the nomination carried with directors McPherson, Martin, Edmunds, Hardy and Weddle voting yes. Director McPherson nominated Director Hardy as Board Vice Chairperson. Director Edmunds seconded and the nomination carried with directors McPherson, Martin, Edmunds, Hardy and Weddle voting yes.*
- C. **PUBLIC COMMENT** – None.
- D. **APPROVAL OF MINUTES** – Director *Hardy moved to approve the Regular Meeting minutes of June 8, 2020. Director Edmunds seconded and the motion carried with directors McPherson, Martin, Edmunds, Weddle and Hardy voting yes.*
- E. **RESOLUTION 21-01 DESIGNATIONS/AUTHORIZATIONS FOR THE 2020-21 FISCAL YEAR (Action)** – Director *Martin noted a scrivener's error under the Pauly, Rogers and Co., P.C. section in regards to audit fiscal years. The correction was noted changing the fiscal audit years to 2019-20 and 2020-21. Director Hardy moved to adopt Resolution 21-01 Designations/Authorizations for the 2020-21 Fiscal Year as corrected. Director Edmunds seconded and the motion carried with directors McPherson, Martin, Edmunds, Weddle and Hardy voting yes.*
- F. **ANNOUNCEMENTS/CORRESPONDENCE (Information Only)** –
 - 1. **Letter dated, June 23, 2020, re: Transportation Mini-Grant Award** – Superintendent Doland announced the Oakridge School District was the recipient of an Oregon Department of Education \$5,000 transportation mini-grant to help offset the costs of transporting summer meals.
 - 2. **Email dated June 15, 2020, re: Division 22 Requirement to Evaluate Alternative Education Programs Waived** - Superintendent Doland explained the Division 22 standard to evaluate all alternative education

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programs has been waived for the 2020-21 school year due to COVID-19 pandemic. Superintendent Doland evaluated the Looking Glass Riverfront program prior to school closures in March.

3. **Seismic Grant Notification** – Superintendent Doland reported the District received the Seismic grant paperwork to move forward with the seismic rehabilitation of the high school facility.

G. ACCOUNTS PAYABLE/GENERAL FUND/SPECIAL FUNDS - The District's total operating budget for 2019-20 is \$20,624,225. The District's expenses to operate the month of May were \$769,873 which is 3.73% of the total District operating budget (including payroll expenditures). Through May 31, the District expended and encumbered \$6,119,191 from the General Fund budget of \$7,976,835 representing 76.71% of the General Fund Budget. Business Manager Peggy Mahla reported the second interest and principal payments for the bond were paid in April. Ms. Mahla reported that the auditors asked the District to make the Board aware that the current \$100,000 individual bond on Business Manager Peggy Mahla does not cover the bank balance. Director Edmunds asked if the District could ask what other districts are doing. Director Martin asked if it was required by state law. Ms. Mahla stated it was not required by state law, it was an audit exit comment which the District receives every year. Director Martin commented he would like to see the language to know what is and is not covered. Ms. Mahla stated the liability insurance carrier has commented that the purchase of an individual bond on her is duplicating coverage; the Board has in the past requested the District keep the individual bond on Ms. Mahla.

H. Report (Discussion)

1. **Construction Update – John Stapleton, PIVOT Architecture and Jim Mender, CM/GC McKenzie Commercial –**

PIVOT – John Stapleton gave kudos to Superintendent Doland and the District for successfully receiving the SRGP (Seismic Rehabilitation Grant Program) and USDA grants. The design work is 2/3rds completed for the USDA grant project and once that is completed, they will begin the generator project. The SRGP grant will help stretch the bond funds to complete more items on the list of bond projects.

Jim Mender, CM/GC McKenzie Commercial – Jim Mender complimented Superintendent Doland for receiving \$600,000 one of the largest USDA grants awarded; average is \$90,000. The Auditorium and Gym roof is now funded through the SRGP grant, which relieves \$300,000 bond funds for additional projects; the OES cafeteria upgrades were added and have been started. The grants will help offset the costs for the locker room project which is scheduled to be completed by late October; changing the multi-purpose room from a stand-alone facility to a locker room/weight room redesign saves \$350,000.

Director Edmunds asked for an update of the Science Room at OJSH. Mr. Mender stated it was nearly finished with the District furnished monitor being the last piece to be ordered and installed. Superintendent Doland stated she would be happy to give a tour and send pictures.

2. **Superintendent Report** – Superintendent Reta Doland gave the following report:

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- **State School Fund Budget** – At the last meeting with ODE, K-12 education was still projected to be funded at \$9 billion. The District is being conservative with the uncertainty of funding due to COVID-19. There is a Special Session scheduled for late July/early August.
- **Reopening- KITS** (Kids in Transition to Schools) - 16 students signed up for KITS; there are 9 in the A.M. session and 7 in the P.M. session. The District is following all COVID-19 protocols; Oakridge is one of two districts that moved forward with an on-campus program. United Way will provide the parent education piece this year and the program is being funded with Title 1A.
ESY (Extended School Year) – There were four students eligible for ESY services; two are attending.
- **Preschool** – The District is moving forward with coordinating services for preschool children with Head Start, Early Head Start and EC Cares. The preschool classroom floors at Westridge are being redone; Head Start will cover the costs of their classroom upgrades.
- **School-based Health Center** – Superintendent Doland has been working with Orchid Health looking at funding sources to run the center. The District obligation is to provide facility upgrades to the former Family Resource Center.
- **Reopening Overview** – We are looking at a hybrid learning model for the 2020-21 school year using ODE guidelines. Timeline – survey out to parents and community for input in June which is open until August; July/August – Submit Board approved plan to ODE. There are three learning models: in person, hybrid online and in person and online only. In person requires 35 square feet per person (a classroom can hold 10-20 students); possibly do an A/B schedule by cohort families. The District will use Acellus aligned with classroom instruction providing connection with teachers and added support. Also looking to live stream teacher instruction with Google Classroom for those students who cannot attend in person. In August, students will receive their cohort groupings; may do a soft opening in September to give opportunity to train the staff and students in COVID-19 protocols. Director Weddle commented he is hearing some parents saying they are going to keep their children home even if school opens. Superintendent Doland stated when parents select a learning model, the District will offer support to home school families through Acellus and a teacher of record. Superintendent Doland will be sending a letter out to families in the next couple of weeks; will also post the letter on the District website and Facebook page. Additional details were discussed regarding: possible staggered arrival and departure times, temperature check record keeping, volunteers, come and go from separate locations, building sanitation, meals in the classroom, student assigned Chromebooks,

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transportation protocols, teachers visiting classrooms rather than students moving.

3. **Food Service** – Confidential Secretary Lori McMahon reported the Food Service program balance for May was \$75,748.62 with OES at \$2,915.47 and OJSH at \$72,833.15. Last year at this time, the program balance was \$27,861.35.
4. **OES Student Body Report** – No Report
5. **OES Report** – No Report
6. **OJSH Student Body Report** – No Report
7. **OJSH Report** – No Report

I. UNFINISHED BUSINESS – None

J. NEW BUSINESS –

1. **Board Resolution(s) (Action) –**
 - **21-02 Food Products and Non-Food Supplies RFP Award** – *Director Martin moved to approve Resolution 21-02 Food Products and Non-Food Supplies RFP for the 2020-2021 fiscal year. Director Hardy seconded and the motion carried with directors Weddle, Hardy, McPherson, Edmunds and Martin voting yes.*
2. **Appoint Standing Committees** – Superintendent Doland and the Board discussed the need for each of the Standing Committees. The Board agreed to not appoint Site Council and Negotiations committee members. The following committees were appointed:
 - Budget – All Board Members
 - Insurance – Director Hardy and Edmunds
3. **Facility Use Liability Release and Hold Harmless Addendum (Communicable Diseases including COVID-19) and Waiver of liability and Hold Harmless for Communicable Diseases including COVID-19** – PACE provided the Facility Use addendum to address COVID-19 liability concerns. All patrons requesting to use the facility will be required to sign the liability release form; students participating in programs will also be required to sign the release.
4. **Oakridge Teachers Association 2020-2023 Collective Bargaining Agreement (Action)** – Superintendent Doland stated there were some minor language changes and recommended approval of the OTA 2020-2023 Collective Bargaining Agreement. *Director Hardy moved to approve the Oakridge Teachers Association 2020-2023 Collective Bargaining Agreement. Director Martin seconded and the motion carried with directors Hardy, McPherson, Edmunds, Weddle and Martin voting yes.*

K. PERSONNEL

1. **Employee Recommendation(s) (Action)** – Director Martin declared an actual conflict of interest in regards to the Confidential Contract Recommendations and will abstain from voting. *Director Martin moved to approve the following Extra Duty contracts:*

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Extra Duty

Ray Yarbrough, Athletic Director (Effective July 1, 2020)

Erin Gardner, ESY Summer School, Teacher

Erin Gardner, KITS Lead Teacher

Vicki Bates, ESY Summer School, Educational Assistant

Vicki Bates, KITS Educational Assistant

Tina Maher, KITS Educational Assistant

Jamie Kies, SFSP Lead Cook

Vicki Bates, SFSP Food Prep

Sarah Willis, SFSP Food Prep

Amanda Martin, SFSP Food Prep

Heather Harrison, SFSP Food Prep

Valerie Pederson, SFSP Food Prep

Aileron Moran-Hogansen, SFSP Food Prep

Director Edmunds seconded and the motion carried with directors Weddle, Martin, Edmunds, Hardy and McPherson voting yes.

2. **Employee Resignation(s) (Action)** – *Director Hardy moved to approve the following resignations:*

Classified

**Niki Gamez, Educational Assistant 7.5 hours per day
(Effective June 5, 2020)**

Extra Duty

**Dave Tipton, OHS Head Boys Basketball Coach (Effective
June 19, 2020)**

**Dave Tipton, OHS Head Girls Basketball Coach (Effective
June 19, 2020)**

**Pete Tipton, OHS Assistant Girls Basketball Coach (Effective
June 19, 2020)**

Director Edmunds seconded and the motion carried with directors Weddle, Edmunds, Martin, McPherson and Hardy voting yes.

3. **Administrator Contract Recommendations (Action)** – Superintendent Doland stated OJSH Principal Greg Chapman is in his third year of a three-year contract. OES Principal Peter Iten is on a probationary contract. *Director Edmunds moved to approve the Administrator contracts as listed. Director Martin seconded and the motion carried with directors Martin, Edmunds, Hardy, Weddle and McPherson voting yes.*
4. **Confidential Contract Recommendations (Action)** – Director Martin left the meeting due to an actual conflict of interest. *Director Edmunds moved to approve the Confidential Contract Recommendations as listed. Director McPherson seconded and the motion carried with directors Edmunds, Hardy, McPherson and Weddle voting yes.*
5. There was no Executive Sessions held. **Executive Session Pursuant to ORS 192.660 (2)(i) Review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member, unless the person whose performance is being reviewed and evaluated requests an open hearing. Executive Session pursuant to ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.**

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Executive Session pursuant to ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

L. POST MEETING PUBLIC COMMENT – None

M. FUTURE AGENDA ITEMS

1. Next Regular School Board Meeting, August 10, 2020, 6:00 p.m., by virtual Zoom Meeting.

N. ADJOURN – The meeting was adjourned at 7:50 p.m.

APPROVED:

LJM

Chairman

Superintendent

Review of Expenditures for June 2020

Our total operating budget for 2019-2020 is \$20,624,225.

We spent \$2,893,103 operate the month of June. That is 14.03% of the total District operating budget. This total includes all expenditures including payroll.

Through June 30, we have expended \$6,873,747 from a General Fund budget of \$7,976,835. This represents 86.17% of the General Fund budget.*

*Although we are at the end of the 19-20 fiscal school year it is important to remember that these numbers are not considered final until the 19-20 Audit has been completed in the fall.




(Source of Information is the Summary Expenditure Status Report)

| CHECK | TOTAL | VENDOR |
|-------|----------|----------------------------------|
| 3108 | 9164.33 | EMERALD FRUIT/PRODUCE CO |
| 3109 | 4977.23 | UMPQUA DAIRY PRODUCTS COMPANY |
| 3110 | 8983.8 | SYSCO |
| 3111 | 26067.72 | PIVOT ARCHITECTURE |
| 3112 | 41371 | LANE ESD |
| 47176 | 578 | BOB'S LOCK SHOP |
| 47177 | 101.5 | BUCKS REPAIR SHOP |
| 47178 | 542.45 | CAILEY SOKOLOWSKI |
| 47179 | 560.95 | CIT |
| 47179 | -560.95 | CIT |
| 47180 | 10 | REBECCA DEARDORFF |
| 47181 | 3864.36 | FM SHEET METAL, INC. |
| 47182 | 420.45 | LAURA HREHA |
| 47183 | 120 | K'S FLOWERS AND GIFTS |
| 47184 | 0 | LANE ELECTRIC CO-OP |
| 47185 | 12061.27 | LANE ELECTRIC CO-OP |
| 47186 | 25505.5 | PIVOT ARCHITECTURE |
| 47187 | 8799.6 | PNW SECURITY |
| 47188 | 103.5 | RETA DOLAND |
| 47189 | 5615.4 | SCHOOL SPECIALTY |
| 47190 | -82.11 | US BANK EQUIPMENT FINANCE |
| 47190 | 82.11 | US BANK EQUIPMENT FINANCE |
| 47191 | 80.02 | VERIZON WIRELESS |
| 47192 | 1337.49 | AMERICAN FIDELITY |
| 47193 | 2271.51 | AMERICAN FIDELITY |
| 47194 | 750 | MATRIX TRUST COMPANY |
| 47195 | 1450 | HORACE MANN INSURANCE CO |
| 47196 | 72 | MASA |
| 47197 | 474.5 | OAKRIDGE TEACHERS ASSOCIATION |
| 47198 | 2784.06 | OEA |
| 47199 | 46.74 | OSEA |
| 47200 | 2 | OSEA/OAKRIDGE CHAPTER 46 |
| 47201 | 1425 | THRIVENT FINANCIAL FOR LUTHERANS |
| 47202 | 2185 | VALIC |
| 47203 | 1337.49 | AMERICAN FIDELITY |
| 47204 | 2271.51 | AMERICAN FIDELITY |
| 47205 | 750 | MATRIX TRUST COMPANY |
| 47206 | 1450 | HORACE MANN INSURANCE CO |
| 47207 | 72 | MASA |
| 47208 | 474.5 | OAKRIDGE TEACHERS ASSOCIATION |
| 47209 | 2784.06 | OEA |
| 47210 | 46.74 | OSEA |
| 47211 | 2 | OSEA/OAKRIDGE CHAPTER 46 |
| 47212 | 1425 | THRIVENT FINANCIAL FOR LUTHERANS |
| 47213 | 2185 | VALIC |
| 47214 | 1112.49 | AMERICAN FIDELITY |
| 47215 | 1981.63 | AMERICAN FIDELITY |
| 47216 | 750 | MATRIX TRUST COMPANY |
| 47217 | 1450 | HORACE MANN INSURANCE CO |
| 47218 | 72 | MASA |
| 47219 | 474.5 | OAKRIDGE TEACHERS ASSOCIATION |
| 47220 | 2784.06 | OEA |
| 47221 | 1425 | THRIVENT FINANCIAL FOR LUTHERANS |
| 47222 | 2185 | VALIC |
| 47223 | 46.25 | ACCESS INFORMATION HOLDINGS, LLC |
| 47224 | 1428.68 | BANNER BANK |
| 47225 | 1675 | BRIDGEWAY HOUSE |
| 47226 | 334 | BULLFROG ENTERPRISES |
| 47227 | 562 | CAILEY SOKOLOWSKI |

| CHECK | TOTAL | VENDOR |
|-------|----------|-------------------------------------|
| 47228 | 326.35 | CENTURYLINK |
| 47229 | 1065.6 | CENTURYLINK ACCESS |
| 47230 | 291.81 | CHEVRON AND TEXACO CARD SERVICES |
| 47231 | 390.11 | CIT |
| 47232 | 764 | DEAD MOUNTAIN ECHO |
| 47233 | 3081.82 | EMERALD FRUIT/PRODUCE CO |
| 47234 | 629.86 | FERRELLGAS |
| 47235 | 54996.51 | FIRST STUDENT, INC. |
| 47236 | 84.18 | GRAINGER |
| 47237 | 229.02 | HOME DEPOT PRO |
| 47238 | 1440 | HUNGERFORD LAW FIRM |
| 47239 | 4798.8 | JUNCTION CITY SCHOOL DISTRICT 76 |
| 47240 | 56.89 | OAKRIDGE HARDWARE |
| 47241 | 1645.06 | OAKRIDGE SANI-HAUL |
| 47242 | 225 | OREGON WATER SERVICES INC |
| 47243 | 965 | OSBA |
| 47244 | 386.63 | PACIFIC OFFICE AUTOMATION |
| 47245 | 259.57 | PROFESSIONAL CREDIT SERVICE |
| 47246 | 24 | RETA DOLAND |
| 47247 | 17.98 | SIERRA SPRINGS |
| 47248 | 24504.43 | SYSCO |
| 47249 | 170.84 | TIAA BANK |
| 47250 | 9032.56 | UMPQUA DAIRY PRODUCTS COMPANY |
| 47251 | 1592.22 | WILLAMETTE ESD |
| 47252 | 1107.48 | ADT SECURITY SYSTEMS |
| 47253 | 2810.51 | BANNER BANK |
| 47254 | 100.6 | HOME DEPOT CRC |
| 47255 | 1608.59 | JOHNSON CONTROLS SECURITY SOLUTIONS |
| 47256 | 912783 | MCKENZIE COMMERCIAL CONTRACTORS |
| 47257 | 429.61 | MINERS GRADUATE SERVICES |
| 47258 | 251.72 | OREGON WATER SERVICES INC |
| 47259 | 520 | PACIFIC OFFICE AUTOMATION |
| 47260 | 208 | PACIFIC OFFICE AUTOMATION |
| 47261 | 7800 | PAULY, ROGERS & CO., P.C. |
| 47262 | 1592.22 | WILLAMETTE ESD |
| 47263 | 43.77 | ACCESS INFORMATION HOLDINGS, LLC |
| 47264 | 1353.97 | CAILEY SOKOLOWSKI |
| 47265 | 342.42 | CIT |
| 47266 | 22483.5 | EDUCATIONAL EXCELLENCE LLC |
| 47267 | 50.95 | DAVID GORDON |
| 47268 | 0 | LANE ELECTRIC CO-OP |
| 47269 | 11679.5 | LANE ELECTRIC CO-OP |
| 47270 | 62.4 | GERALD MCCOOL |
| 47271 | 1439.14 | CITY OF OAKRIDGE |
| 47272 | 16554.5 | PIVOT ARCHITECTURE |
| 47273 | 192.84 | TIAA BANK |
| 47274 | 80.02 | VERIZON WIRELESS |
| 47275 | 166.66 | AMERICAN FIDELITY |
| 47276 | 799.85 | AMERICAN FIDELITY |
| 47277 | 876 | AMERIPRISE FINANCIAL, INC. |
| 47278 | 9 | MASA |
| 47279 | 465.48 | OSEA |
| 47280 | 32 | OSEA/OAKRIDGE CHAPTER 46 |
| 47281 | 166.66 | AMERICAN FIDELITY |
| 47282 | 869.85 | AMERICAN FIDELITY |
| 47283 | 1200 | AMERIPRISE FINANCIAL, INC. |
| 47284 | 100 | MATRIX TRUST COMPANY |
| 47285 | 9 | MASA |
| 47286 | 465.48 | OSEA |















| CHECK | TOTAL | VENDOR |
|-------|-------|--------|
|-------|-------|--------|

| | | |
|-------|---------|-----------------------------------|
| 47287 | 32 | OSEA/OAKRIDGE CHAPTER 46 |
| 47288 | 166.66 | AMERICAN FIDELITY |
| 47289 | 799.85 | AMERICAN FIDELITY |
| 47290 | 1200 | AMERIPRISE FINANCIAL, INC. |
| 47291 | 425.98 | OSEA |
| 47292 | 30 | OSEA/OAKRIDGE CHAPTER 46 |
| 47293 | 441.66 | AMERICAN FIDELITY |
| 47294 | 1399.1 | AMERICAN FIDELITY |
| 47295 | 295.83 | HEALTH SERVICES ADMINISTRATION |
| 47296 | 100 | MATRIX TRUST COMPANY |
| 47297 | 575 | HORACE MANN INSURANCE CO |
| 47298 | 57 | MASA |
| 47299 | 199.41 | OSEA |
| 47300 | 10 | OSEA/OAKRIDGE CHAPTER 46 |
| 47301 | 56.95 | BANNER BANK |
| 47302 | 53.42 | C & K MARKETS INC |
| 47303 | 1200.29 | CENTURYLINK |
| 47304 | 1065.6 | CENTURYLINK ACCESS |
| 47305 | 188.88 | EMERALD VALLEY BACKFLOW |
| 47306 | 31424 | EUGENE SD 4J |
| 47307 | 286.04 | FERRELLGAS |
| 47308 | 1525.34 | FOLLETT SCHOOL SOLUTIONS, INC. |
| 47309 | 2922.44 | HOME DEPOT PRO |
| 47310 | 12.5 | LANE COUNTY PUBLIC WORKS |
| 47311 | 1000 | MADALINE MAHER |
| 47312 | 375 | GERALD MCCOOL |
| 47313 | 9.55 | MINERS GRADUATE SERVICES |
| 47314 | 3162.88 | CITY OF OAKRIDGE |
| 47315 | 833.48 | OREGON DEPARTMENT OF REVENUE |
| 47316 | 198 | OREGON WATER SERVICES INC |
| 47317 | 3500 | OSBA |
| 47318 | 681.5 | RETA DOLAND |
| 47319 | 1627.83 | SCOFIELD ELECTRIC |
| 47320 | 17.98 | SIERRA SPRINGS |
| 47321 | 331 | WASHINGTON STATE SUPPORT REGISTRY |
| 47322 | 401 | AIDA FREDERIC |
| 47323 | 604.28 | BANNER BANK |
| 47324 | 152.04 | CHEVRON AND TEXACO CARD SERVICES |
| 47325 | 300 | HEATHER HARRISON |
| 47326 | 1075 | KRISTEN ROSENBLUM |
| 47327 | 137 | TINAMARIE MATHIS-STANDLEY |
| 47328 | 240 | RYAN SOKOLOWSKI |
| 47329 | 2235 | JILL DURHAM |
| 47330 | 2985.06 | AMAZON |
| 47331 | 14574 | EUGENE SD 4J |
| 47332 | 156.95 | INDUSTRIAL SOURCE |
| 47333 | 377.45 | BANNER BANK |
| 47334 | 29.95 | BANNER BANK |
| 47335 | 611.8 | MINERS GRADUATE SERVICES |
| 47336 | 36.9 | RETA DOLAND |
| 47337 | 9277.2 | BANNER BANK |
| 47338 | 41.14 | CENTURYLINK |
| 47339 | 390 | DAVTEUT, LLC |
| 47340 | 16920 | FIRST STUDENT, INC. |
| 47341 | 150.9 | HOME DEPOT PRO |
| 47342 | 84 | MID AMERICA SPORTS ADVANTAGE |
| 47343 | 911.7 | OAKRIDGE SANI-HAUL |
| 47344 | 1293.99 | CITY OF OAKRIDGE |
| 47345 | 116 | OREGON WATER SERVICES INC |




















| CHECK | TOTAL | VENDOR |
|-------|---------|---|
| 47346 | 44.12 | ACCESS INFORMATION HOLDINGS, LLC |
| 47347 | 13 | CRIMINAL INFORMATION SERVICES |
| 47348 | 1120 | EARLY CHILDHOOD - CARES |
| 47349 | 598.46 | EWING |
| 47350 | 2905.47 | FIRST STUDENT, INC. |
| 47351 | 716.83 | JOHNSON CONTROLS SECURITY SOLUTIONS |
| 47353 | 9675.56 | LANE ELECTRIC CO-OP |
| 47354 | 72533 | LANE ESD |
| 47355 | 259835 | MCKENZIE COMMERCIAL CONTRACTORS |
| 47356 | 443 | OREGON WATER SERVICES INC |
| 47357 | 136.41 | PACIFIC OFFICE AUTOMATION |
| 47358 | 585 | PACIFIC PLUMBING & ROOTER, INC. |
| 87863 | 2536.49 | XXXXXXXXXXXXXXXXXX |
| 87864 | 469.52 | XXXXXXXXXXXXXXXXXX |
| 87865 | 272.86 | XXXX  XXXXXXXXXXXX |
| 87866 | 793.2 | XXXXXXXXXXXXXXXXXX |
| 87867 | 3264.44 | XXXXXXXXXXXXXXXXXX |
| 87868 | 217.58 | XXXXXXXXXXXXXXXXXX |
| 87869 | 638.5 | XXXXXXXXXXXXXXXXXX |
| 87870 | 88.49 | XXXXXXXXXXXXXXXXXXXX |
| 87871 | 1243.38 | XXXXXXXXXXXXXXXXXX |
| 87872 | 1089.07 | XXXXXXXXXXXXXXXXXX |
| 87873 | 461.25 | XXXXXXXXXXXXXXXXXXXX |
| 87874 | 893.5 | XXXXXXXXXXXXXXXXXX |
| 87875 | 1255.95 | XXXXXXXXXXXXXXXXXXXX |
| 87876 | 793.2 | XXXXXX  XXXXXXXXXXXX |
| 87877 | 90.1 | XXXXXXXXXXXXXXXXXXXX |
| 87878 | 556.16 | XXXXXXXXXXXXXXXXXXXX |
| 87879 | 260.91 | XXXXXXXXXXXXXXXXXX |
| 87880 | 514.43 | XXXXXXXXXXXXXXXXXX |
| 87881 | 573.16 | XXXXXXXXXXXXXXXXXXXX |
| 87882 | 975.26 | XXXXXXXXXXXXXXXXXXXX |
| 87883 | 349.17 | XXXXXXXXXXXXXXXXXX |
| 87884 | 130.46 | XXXXXXXXXXXXXXXXXXXX |
| 87885 | 585.16 | XXXXXXXXXXXXXXXXXXXX |
| 87886 | 173.94 | XXXXXXXXXXXXXXXXXXXX |
| 87887 | 179.98 | XXXXXXXXXXXXXXXXXXXX |
| 87888 | 561.16 | XXXXXXXXXXXXXXXXXX |
| 87889 | 292.58 | XXXXXXXXXXXXXXXXXXXX |
| 87890 | 159.19 | XXXXXXXXXXXXXXXXXXXX |
| 87891 | 292.58 | XXXXXXXXXXXXXXXXXXXX |
| 87892 | 81.7 | XXXXXXXXXXXXXXXXXX |
| 87893 | 556.16 | XXXXXXXXXXXXXXXXXX |
| 87894 | 780.21 | XXXXXXXXXXXXXXXXXX |
| 87895 | 292.58 | XXXXXXXXXXXXXXXXXX |
| 87896 | 314.25 | XXXXXXXXXXXXXXXXXXXX |
| 87897 | 260.91 | XXXXXXXXXXXXXXXXXX |
| 87898 | 561.16 | XXXXXXXXXXXXXXXXXXXX |
| 87899 | 514.43 | XXXXXXXXXXXXXXXXXXXX |
| 87900 | 69.57 | XXXXXXXXXXXXXXXXXXXX |
| 87901 | 351.52 | XX  XXXXXXXXXXXX |
| 87902 | 585.16 | XXXXXXXXXXXXXXXXXXXX |
| 87903 | 184.31 | XXXXXXXXXXXXXXXXXXXX |
| 87904 | 13.39 | XXXXXXXXXXXXXXXXXXXX |

| CHECK | TOTAL | VENDOR |
|--------|---------|------------|
| 87905 | 371.11 | XXXXXXXXXX |
| 87906 | 371.11 | XXXXXXXXXX |
| 87907 | 252.22 | XXXXXXXXXX |
| 87908 | 173.94 | XXXXXXXXXX |
| 87909 | 585.16 | XXXXXXXXXX |
| 87910 | 107.08 | XXXXXXXXXX |
| 87911 | 579.16 | XXXXXXXXXX |
| 87912 | 385.33 | XXXXXXXXXX |
| 87913 | 62.79 | XXXXXXXXXX |
| 87914 | 54.96 | XXXXXXXXXX |
| 87915 | 975.26 | XXXXXXXXXX |
| 87916 | 975.26 | XXXXXXXXXX |
| 87917 | 433.48 | XXXXXXXXXX |
| 87918 | 97.53 | XXXXXXXXXX |
| 87919 | 675.33 | XXXXXXXXXX |
| 87920 | 935.91 | XXXXXXXXXX |
| 87921 | 514.43 | XXXXXXXXXX |
| 87922 | 585.16 | XXXXXXXXXX |
| 87923 | 585.16 | XXXXXXXXXX |
| 87924 | 260.91 | XXXXXXXXXX |
| 87925 | 286.58 | XXXXXXXXXX |
| 87926 | 75.38 | XXXXXXXXXX |
| 87927 | 556.16 | XXXXXXXXXX |
| 87928 | 269.56 | XXXXXXXXXX |
| 87929 | 243.51 | XXXXXXXXXX |
| 87930 | 11.6 | XXXXXXXXXX |
| 87931 | 741.21 | XXXXXXXXXX |
| 87932 | 585.16 | XXXXXXXXXX |
| 87933 | 573.16 | XXXXXXXXXX |
| 87934 | 918.74 | XXXXXXXXXX |
| 87935 | 200.04 | XXXXXXXXXX |
| 87936 | 573.16 | XXXXXXXXXX |
| 87941 | 390.11 | XXXXXXXXXX |
| 87942 | 585.16 | XXXXXXXXXX |
| V15559 | 1084.16 | XXXXXXXXXX |
| V15560 | 2557.27 | XXXXXXXXXX |
| V15561 | 2546.89 | XXXXXXXXXX |
| V15562 | 2406.78 | XXXXXXXXXX |
| V15563 | 1990.44 | XXXXXXXXXX |
| V15564 | 3181.02 | XXXXXXXXXX |
| V15565 | 2922.66 | XXXXXXXXXX |
| V15566 | 2041.17 | XXXXXXXXXX |
| V15567 | 1208.24 | XXXXXXXXXX |
| V15568 | 2542.01 | XXXXXXXXXX |
| V15569 | 3557.21 | XXXXXXXXXX |
| V15570 | 1528.04 | XXXXXXXXXX |
| V15571 | 2188.88 | XXXXXXXXXX |
| V15572 | 1775.29 | XXXXXXXXXX |
| V15573 | 2880.04 | XXXXXXXXXX |
| V15574 | 3230.6 | XXXXXXXXXX |
| V15575 | 977.88 | XXXXXXXXXX |
| V15576 | 2045.36 | XXXXXXXXXX |

| CHECK | TOTAL | VENDOR |
|-------|-------|--------|
|-------|-------|--------|

| | | |
|--------|---------|--|
| V15577 | 3000.73 | XXXXXXXXXX |
| V15578 | 2166.43 | XXXXXXXXXX |
| V15579 | 1425.78 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| V15580 | 1890.52 | XXXXXXXXXXXX |
| V15581 | 2705.26 | XXXXXXXXXX |
| V15582 | 1778.41 | XXXXXXXXXX |
| V15583 | 520.06 | XXXXXXXXXXXX |
| V15584 | 2063.41 | XXXXXXXXXXXXXXXXXXXX |
| V15585 | 2033.98 | XXXXXXXXXX |
| V15586 | 2293.42 | XXXXXXXXXXXXXXXXXX |
| V15587 | 2535.7 | XXXXXXXXXXXX |
| V15588 | 2356.6 | XXXXXXXXXXXX |
| V15589 | 2179.69 | XXXXXXXXXXXX |
| V15590 | 2747.78 | XXXXXXXXXXXX |
| V15591 | 2905.06 | XXXXXX  XXXXXXXXXXXX |
| V15592 | 2504.35 | XXXXXX  XXXXXXXXXXXX |
| V15593 | 2233.23 | XXXXXXXXXXXX |
| V15594 | 2511.14 | XXXXXXXXXXXX |
| V15595 | 2738.81 |  XXXXXXXXXXXXXXX |
| V15596 | 1997.37 |  XXXXXXXXXXXXXXX |
| V15597 | 3205.78 |  XXXXXXXXXXXXXXX |
| V15598 | 2575.64 |  XXXXXXXXXXXXXXX |
| V15599 | 2267.73 | XXXXXX  XXXXXXXXXXXXXXX |
| V15600 | 1458.8 | XXXXXXXXXXXXXXXXXXXX |
| V15601 | 3343.61 | XXXXXXXXXXXXXXXXXXXX |
| V15602 | 3456.06 | XXXXXXXXXXXX |
| V15603 | 3149.39 | XXXX  XXXXXXXXXXXXXXX |
| V15604 | 2581.81 | XXXXXX  XXXXXXXXXXXX |
| V15605 | 4171.86 | XXXXXXXXXXXXXXXXXXXX |
| V15606 | 3812.83 | XXXXXXXXXXXX |
| V15607 | 2986.66 | XXXXXXXXXXXXXXXXXXXX |
| V15608 | 1629.8 | XXXXXXXXXXXXXXXXXXXX |
| V15609 | 3328.34 | XXXXXXXXXXXXXXXXXXXX |
| V15610 | 4606.41 | XXXXXXXXXXXXXXXXXXXX |
| V15611 | 2545.71 | XXXXXXXXXXXX |
| V15612 | 2913.48 | XXXXXXXXXXXXXXXXXXXX |
| V15613 | 2168.72 | XXXXXXXXXXXXXXXXXXXX |
| V15614 | 3708.41 | XXXX  XXXXXXXXXXXX |
| V15615 | 4202.9 | XXXXXXXXXXXXXXXXXXXX |
| V15616 | 1643.5 | XXXXXXXXXXXXXXXXXXXX |
| V15617 | 2885.43 | XXXXXX  XXXXXXX |
| V15618 | 4020.86 | XXXXXXXXXXXX |
| V15619 | 2901.99 | XXXXXXXXXXXX |
| V15620 | 2129.08 | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| V15621 | 2630.9 | XXXXXXXXXXXXXXXXXXXX |
| V15622 | 3538.34 | XXXXXXXXXXXX |
| V15623 | 2369 | XXXXXXXXXXXX |
| V15624 | 827.16 | XXXXXX  XXXXXXX |
| V15625 | 2727.03 | XXXXXX  XXXXXXXXXXXXXXX |
| V15626 | 2789.95 | XXXXXXXXXXXX |
| V15627 | 2976.06 | XXXXXX  XXXXXXXXXXXX |
| V15628 | 3392.54 | XXXXXXXXXXXX |

| CHECK | TOTAL | VENDOR |
|-------|-------|--------|
|-------|-------|--------|

| | | |
|--------|---------|--|
| V15629 | 2977.82 | XXXXXXXXXXXX |
| V15630 | 2860.57 | XXXXXXXXXXXX |
| V15631 | 3611.49 | XXXXXXXXXXXX |
| V15632 | 3895.91 | XXXXXXXX  XXXXXXXXXX |
| V15633 | 3364.16 | XXXXXXXX  XXXXXXXXXX |
| V15634 | 2958.83 | XXXXXXXXXXXX |
| V15635 | 3368.22 | XXXXXXXXXXXX |
| V15636 | 3701.32 |  XXXXXXXXXX |
| V15637 | 2660.99 |  XXXXXXXXXX |
| V15638 | 4132.14 |  XXXXXXXXXX |
| V15639 | 3371.18 |  XXXXXXXXXX |
| V15640 | 2735.6 | XXXXXXXX  XXXXXXXXXX |
| V15641 | 1458.8 |  XXXXXXXXXX |
| V15642 | 3343.65 | XXXXXXXXXXXX |
| V15643 | 3456.03 | XXXXXXXXXXXX |
| V15644 | 3149.39 | XXXXXXXXXXXX |
| V15645 | 2581.81 | XXXXXXXXXXXXXXXXXXXX |
| V15646 | 4171.89 | XXXXXXXXXXXXXXXXXXXX |
| V15647 | 3812.8 | XXXXXXXXXXXX |
| V15648 | 2986.69 | XXXXXXXXXXXX |
| V15649 | 1629.75 | XXXXXXXXXXXX |
| V15650 | 3328.34 | XXXXXXXXXXXX |
| V15651 | 4606.37 | XXXXXXXXXXXX |
| V15652 | 2545.71 | XXXXXXXXXXXX |
| V15653 | 2913.44 | XXXXXXXXXXXX |
| V15654 | 2168.72 | XXXXXXXXXXXXXXXXXXXX |
| V15655 | 3708.44 | XX  XXXXXXXXXX |
| V15656 | 4202.93 | XXXXXXXXXXXXXXXXXXXX |
| V15657 | 2885.4 | XXXXXXXX  XXXXXXX |
| V15658 | 4020.92 | XXXXXXXXXXXX |
| V15659 | 2901.96 | XXXXXXXXXXXX |
| V15660 | 2129.08 | XXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| V15661 | 2630.93 | XXXXXXXXXXXX |
| V15662 | 3538.3 | XXXXXXXXXXXX |
| V15663 | 2369 | XXXXXXXXXXXX |
| V15664 | 827.16 | XXXXXXXXXXXX |
| V15665 | 2727.03 | XXXXXXXX  XXXXXXXXXX |
| V15666 | 2789.98 | XXXXXXXXXXXX |
| V15667 | 3109.53 | XXXXXXXXXXXXXXXXXXXX |
| V15668 | 3392.59 | XXXXXXXXXXXX |
| V15669 | 2977.79 | XXXXXXXXXXXX |
| V15670 | 2860.57 | XXXXXXXXXXXX |
| V15671 | 3611.53 | XXXXXXXXXXXX |
| V15672 | 3895.95 | XXXXXXXX  XXXXXXXXXX |
| V15673 | 3364.19 | XXXXXXXX  XXXXXXXXXX |
| V15674 | 2958.8 | XXXXXXXXXXXX |
| V15675 | 3368.18 | XXXXXXXXXXXX |
| V15676 | 3701.36 |  XXXXXXXXXX |
| V15677 | 2660.99 |  XXXXXXXXXX |
| V15678 | 4132.14 |  XXXXXXX  XXXXXXXXXX |
| V15679 | 3371.18 |  XXXXXXXXXX |
| V15680 | 2735.56 | XXXXXXXXXXXX  XXX |

| CHECK | TOTAL | VENDOR |
|--------|---------|----------------|
| V15681 | 1394.43 | Microsoft 微软公司 |
| V15682 | 925.36 | Microsoft 微软公司 |
| V15683 | 1216.96 | Microsoft 微软公司 |
| V15684 | 718.2 | Microsoft 微软公司 |
| V15685 | 819.59 | Microsoft 微软公司 |
| V15686 | 943.22 | Microsoft 微软公司 |
| V15687 | 854.17 | Microsoft 微软公司 |
| V15688 | 1008.02 | Microsoft 微软公司 |
| V15689 | 50.49 | Microsoft 微软公司 |
| V15690 | 804.4 | Microsoft 微软公司 |
| V15691 | 1026 | Microsoft 微软公司 |
| V15692 | 955.81 | Microsoft 微软公司 |
| V15693 | 1020.91 | Microsoft 微软公司 |
| V15694 | 878.3 | Microsoft 微软公司 |
| V15695 | 840.53 | Microsoft 微软公司 |
| V15696 | 1017.33 | Microsoft 微软公司 |
| V15697 | 942.53 | Microsoft 微软公司 |
| V15698 | 757.47 | Microsoft 微软公司 |
| V15699 | 994.17 | Microsoft 微软公司 |
| V15700 | 904.53 | Microsoft 微软公司 |
| V15701 | 905.74 | Microsoft 微软公司 |
| V15702 | 919.19 | Microsoft 微软公司 |
| V15703 | 756.87 | Microsoft 微软公司 |
| V15704 | 982.28 | Microsoft 微软公司 |
| V15705 | 1795.51 | Microsoft 微软公司 |
| V15706 | 1154.61 | Microsoft 微软公司 |
| V15707 | 1671.35 | Microsoft 微软公司 |
| V15708 | 978.88 | Microsoft 微软公司 |
| V15709 | 6391.33 | Microsoft 微软公司 |
| V15710 | 1049.46 | Microsoft 微软公司 |
| V15711 | 1141.99 | Microsoft 微软公司 |
| V15712 | 1095.89 | Microsoft 微软公司 |
| V15713 | 1338.35 | Microsoft 微软公司 |
| V15714 | 50.85 | Microsoft 微软公司 |
| V15715 | 1036.52 | Microsoft 微软公司 |
| V15716 | 5038.71 | Microsoft 微软公司 |
| V15717 | 1155.88 | Microsoft 微软公司 |
| V15718 | 1223.82 | Microsoft 微软公司 |
| V15719 | 1307.84 | Microsoft 微软公司 |
| V15720 | 1178.53 | Microsoft 微软公司 |
| V15721 | 1003.8 | Microsoft 微软公司 |
| V15722 | 1114.41 | Microsoft 微软公司 |
| V15723 | 1458.64 | Microsoft 微软公司 |
| V15724 | 1208.68 | Microsoft 微软公司 |
| V15725 | 1015.17 | Microsoft 微软公司 |
| V15726 | 1207.99 | Microsoft 微软公司 |
| V15727 | 1171.54 | Microsoft 微软公司 |
| V15728 | 1118.28 | Microsoft 微软公司 |
| V15729 | 1142.6 | Microsoft 微软公司 |
| V15730 | 988 | Microsoft 微软公司 |
| V15731 | 1178.87 | Microsoft 微软公司 |
| V15732 | 1154.64 | Microsoft 微软公司 |

| CHECK | TOTAL | VENDOR |
|--------|---------|----------------------|
| V15733 | 1671.35 | XXXXXXXXXXXX |
| V15734 | 978.88 | ABC DEF GHI |
| V15735 | 1049.5 | XXXXXXXXXXXXXXXXXXXX |
| V15736 | 1142.01 | XXXXXXXXXXXXXXXXXXXX |
| V15737 | 1095.88 | ABC DEF |
| V15738 | 1338.35 | XXXXXXXXXXXXXXXXXXXX |
| V15739 | 50.87 | XXXXXXXXXXXX |
| V15740 | 1036.56 | ABC DEF GHI JKL |
| V15741 | 1155.9 | XXXXXXXXXXXX |
| V15742 | 1223.87 | XXXXXXXXXXXX |
| V15743 | 1307.89 | ABC DEF GHI JKL |
| V15744 | 1178.54 | XXXXXXXXXXXXXXXXXXXX |
| V15745 | 1003.79 | XXXXXXXXXXXXXXXXXXXX |
| V15746 | 1458.65 | XXXXXXXXXXXXXXXXXXXX |
| V15747 | 1208.76 | XXXXXXXXXXXX ABC |
| V15748 | 1015.16 | XXXXXXXXXXXXXXXXXXXX |
| V15749 | 1207.96 | XXXXXXXXXXXXXXXXXXXX |
| V15750 | 1171.56 | XXXXXX ABCXXXXXXXX |
| V15751 | 1118.22 | XXXXXXXXXXXXXXXXXXXX |
| V15752 | 1142.59 | XXXXXXXXXXXXXXXXXXXX |
| V15753 | 988.02 | XXXXXXXXXXXX |
| V15754 | 1178.83 | ABCXXXXXXXXXXXX |
| V15755 | 507.71 | XXXXXXXXXXXXXXXX ABC |
| V15756 | 4545.76 | XXXXXXXXXXXXXXXXXXXX |
| V15757 | 6443.28 | XXXXXXXXXXXX |
| V15758 | 1105.36 | XXXXXXXXXXXXXXXXXXXX |
| V15759 | 1470.44 | XXXXXXXXXXXXXXXXXXXX |
| V15760 | 196.03 | XXXXXXXXXXXXXXXXXXXX |
| V15761 | 3634.52 | XXXXXXXXXXXX |
| V15762 | 1117.39 | ABC DEF GHI |
| V15763 | 3219.91 | XXXXXXXXXXXXXXXXXXXX |
| V15764 | 762.01 | XXXXXXXXXXXXXXXXXXXX |
| V15765 | 1336.45 | ABC DEF GHI |
| V15766 | 2917.04 | XXXXXXXXXXXXXXXXXXXX |
| V15767 | 2239.63 | XXXXXXXXXXXXXXXXXXXX |
| V15768 | 975.11 | XXXXXX ABCXXXX |
| V15769 | 1729.49 | XXXXXXXXXXXXXXXXXXXX |
| V15770 | 2152.57 | XXXXXXXXXXXXXXXXXXXX |
| V15771 | 88.59 | XXXXXXXXXXXXXXXXXXXX |
| V15772 | 464.59 | ABCXXXXXXXXXXXX |

\$ 2,246,554.74

SUNGARD PENTAMATION
DATE: 08/06/2020
TIME: 19:03:48

SELECTION CRITERIA: orgn.fund='100'
ACCOUNTING PERIOD: 13/20

OAKRIDGE SCHOOL DISTRICT 76
SUMMARY EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTALL

FUND - 100 - GENERAL FUND

| FUNCTION | TITLE | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE EXP | AVAILABLE BALANCE | YTD/ BUD |
|----------|--------------------------|--------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 1111 | PRIMARY, K-3 | 1,585,566.00 | .00 | .00 | 1,368,474.32 | 217,091.68 | 86.31 |
| 1112 | INTERMEDIATE PROGRAMS | .00 | .00 | .00 | .00 | .00 | .00 |
| 1121 | MIDDLE/JR. HIGH PROGRAMS | 449,618.00 | .00 | .00 | 403,915.22 | 45,702.78 | 89.84 |
| 1131 | HIGH SCHOOL PROGRAMS | 1,064,963.00 | .00 | .00 | 1,087,786.14 | -22,823.14 | 102.14 |
| 1132 | HIGH SCHOOL EXTRACURR. | 225,831.00 | .00 | .00 | 206,074.36 | 19,756.64 | 91.25 |
| 1140 | PRE-KINDERGARTEN PROGRAM | 9,287.00 | .00 | .00 | 2,742.51 | 6,544.49 | 29.53 |
| 1141 | PRE-K | .00 | .00 | .00 | 882.79 | -882.79 | .00 |
| 1210 | TALENTED AND GIFTED | 500.00 | .00 | .00 | .00 | 500.00 | .00 |
| 1221 | LEARN CENTERS/STRUC&INTE | 854,174.00 | 41,371.00 | .00 | 712,746.42 | 141,427.58 | 83.44 |
| 1250 | LESS RESTRICT.W/DISABILI | .00 | .00 | .00 | .00 | .00 | .00 |
| 1260 | EARLY INTERVENTION | 3,000.00 | .00 | .00 | .00 | 3,000.00 | .00 |
| 1271 | REMEDIATION | 21,191.00 | .00 | .00 | 4,453.26 | 16,737.74 | 21.01 |
| 1272 | EDUCATIONALLY DISADVANTA | 50,000.00 | .00 | .00 | .00 | 50,000.00 | .00 |
| 1280 | ALTERNATIVE EDUCATION | 177,203.00 | .00 | .00 | 168,958.99 | 8,244.01 | 95.35 |
| 1291 | ENGLISH LANGUAGE LEARNER | 1,815.00 | .00 | .00 | .00 | 1,815.00 | .00 |
| 1299 | OTHER PROGRAMS | 11,343.00 | .00 | .00 | 940.50 | 10,402.50 | 8.29 |
| 1460 | SPECIAL PROG. SUMMER SCH | 11,244.00 | .00 | .00 | 4,446.15 | 6,797.85 | 39.54 |
| 2112 | ATTENDANCE SERVICES | 127,508.00 | .00 | .00 | 133,991.44 | -6,483.44 | 105.08 |
| 2115 | STUDENT SAFETY | 20,000.00 | .00 | .00 | 2,294.70 | 17,705.30 | 11.47 |
| 2120 | GUIDANCE SERVICES | 215,636.00 | .00 | .00 | 158,907.19 | 56,728.81 | 73.69 |
| 2130 | HEALTH SERVICES | 1,075.00 | .00 | .00 | 149.75 | 925.25 | 13.93 |
| 2150 | SPEECH PATHOLOGY/AUDIO | 106,524.00 | .00 | .00 | 91,668.15 | 14,855.85 | 86.05 |
| 2160 | OTHER STUDENT TREATMT SV | .00 | .00 | .00 | .00 | .00 | .00 |
| 2190 | SERV.DIRECTION-STUD.SUPP | .00 | .00 | .00 | .38 | - .38 | .00 |
| 2213 | CURRICULUM DEVELOPMENT | .00 | .00 | .00 | .00 | .00 | .00 |
| 2222 | LIBRARY/MEDIA CENTER | 61,723.00 | .00 | .00 | 57,682.76 | 4,040.24 | 93.45 |

SUNGARD PENTAMATION
DATE: 08/06/2020
TIME: 19:03:48

SELECTION CRITERIA: orgn.fund= '100'
ACCOUNTING PERIOD: 13/20

OAKRIDGE SCHOOL DISTRICT 76
SUMMARY EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
EXPSTAIL

FUND - 100 - GENERAL FUND

| FUNCTION | - - - - TITLE - - - - | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE EXP | AVAILABLE BALANCE | YTD/ BUD |
|----------|---------------------------|------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 2223 | MULTIMEDIA SERVICES | .00 | .00 | .00 | .00 | .00 | .00 |
| 2230 | ASSESSMENT AND TESTING | 400.00 | .00 | .00 | .00 | 400.00 | .00 |
| 2240 | INSTRUCTIONAL STAFF DEVE | 16,500.00 | .00 | .00 | 44,457.64 | -27,957.64 | 269.44 |
| 2310 | BOARD OF ED SERVICES | 36,500.00 | .00 | .00 | 43,423.16 | -6,923.16 | 118.97 |
| 2321 | OFFICE OF SUPERINTENDENT | 324,724.00 | .00 | .00 | 317,113.36 | 7,610.64 | 97.66 |
| 2329 | OTHER EXECUTIVE ADMIN | 99,137.00 | .00 | .00 | 88,169.33 | 10,967.67 | 88.94 |
| 2410 | OFFICE OF PRINCIPAL SERV | 421,700.00 | .00 | .00 | 351,016.34 | 70,683.66 | 83.24 |
| 2520 | FISCAL SERVICES | 144,651.00 | .00 | .00 | 147,394.45 | -2,743.45 | 101.90 |
| 2541 | SERVICE AREA DIRECTION | .00 | .00 | .00 | .00 | .00 | .00 |
| 2542 | CARE,UPKEEP OF BLDGS SVC | 753,431.00 | .00 | .00 | 763,000.52 | -9,569.52 | 101.27 |
| 2543 | CARE,UPKEEP OF GROUNDS | 41,211.00 | .00 | .00 | 41,910.07 | -699.07 | 101.70 |
| 2551 | SERVICE AREA DIRECTION | 45,686.00 | .00 | .00 | 43,428.05 | 2,257.95 | 95.06 |
| 2552 | VEHICLE OPERATION SERVICE | 222,072.00 | .00 | .00 | 246,390.07 | -24,318.07 | 110.95 |
| 2553 | REIMBURSABLE FIELD TRIPS | 13,896.00 | .00 | .00 | 4,497.20 | 9,398.80 | 32.36 |
| 2554 | NON-REIMBURSABLE TRIPS | 41,041.00 | .00 | .00 | 18,801.04 | 22,239.96 | 45.81 |
| 2558 | SPECIAL ED TRANSPORT SVC | 155,000.00 | .00 | .00 | 99,117.85 | 55,882.15 | 63.95 |
| 2660 | TECHNOLOGY SERVICES | 200,729.00 | .00 | .00 | 238,339.94 | -37,610.94 | 118.74 |
| 2700 | SUPP. RETIREMENT PROGRAM | .00 | .00 | .00 | .00 | .00 | .00 |
| 3360 | WELFARE SERVICES | 2,559.00 | .00 | .00 | 2,041.41 | 517.59 | 79.77 |
| 3390 | COMMUNITY SAFETY NET | .00 | .00 | .00 | .00 | .00 | .00 |
| 4000 | FACILITIES | 10.00 | .00 | .00 | .00 | 10.00 | .00 |
| 5110 | LONG-TERM DEBT | 3,163.00 | .00 | .00 | 3,162.88 | .12 | 100.00 |
| 5215 | BUS REPLACEMENT TRANSFER | 57,382.00 | .00 | .00 | 15,368.82 | 42,013.18 | 26.78 |
| 5220 | FOOD SERVICE TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 |
| 6110 | OPERATING CONTINGENCY | 398,842.00 | .00 | .00 | .00 | 398,842.00 | .00 |

SUNGARD PENTAMATION
DATE: 08/06/2020
TIME: 19:03:48

SELECTION CRITERIA: orgn.fund='100'
ACCOUNTING PERIOD: 13/20

OAKRIDGE SCHOOL DISTRICT 76
SUMMARY EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
EXPSTALL

FUND - 100 - GENERAL FUND

| FUNCTION | TITLE | BUDGET | PERIOD EXPENDITURES | ENCUMBRANCES OUTSTANDING | YEAR TO DATE EXP | AVAILABLE BALANCE | YTD/ BUD |
|--------------|--------------------------|--------------|------------------------|-----------------------------|---------------------|----------------------|-------------|
| 7000 | UNAPPROP END FUND BALANC | .00 | .00 | .00 | .00 | .00 | .00 |
| TOTAL | GENERAL FUND | 7,976,835.00 | 41,371.00 | .00 | 6,873,747.16 | 1,103,087.84 | 86.17 |
| TOTAL REPORT | | 7,976,835.00 | 41,371.00 | .00 | 6,873,747.16 | 1,103,087.84 | 86.17 |

per 12
1,366,081.03
1,407,452.03

| 2018 BOND Oakridge School District | | | Projects/Activities | | | | | |
|------------------------------------|---------------------|------------|------------------------------|----------------|-------------|----------------|----------------|-----------------------|
| | | | Bond Proceeds OSCIM Grant | | | | | |
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| Date paid | Vendor | Invoice | Interest | Closing Costs | Advertising | A/E Services | Construction | Misc Owner Expense |
| 11/21/2017 | Daily Journal | 743526386 | | | \$ (259.90) | | | \$ (259.90) |
| 11/21/2017 | Daily Journal | 743527547 | | | \$ (561.20) | | | \$ (561.20) |
| 1/10/2018 | Dead Mt. Echo | | | | \$ (66.00) | | | \$ (66.00) |
| 1/24/2018 | State of Oregon | Prepay | | \$ (200.00) | | | | \$ (200.00) |
| 2/27/2018 | Guard Publishing | | | | \$ (130.00) | | | \$ (130.00) |
| 3/7/2018 | Zions Bank | 6637551-1 | | \$ (8,050.00) | | | | \$ (8,050.00) |
| 3/7/2018 | Guard Publishing | 7184285 | | | \$ (425.00) | | | \$ (425.00) |
| 3/7/2018 | Daily Journal | 743635444 | | | \$ (115.00) | | | \$ (115.00) |
| 3/7/2018 | Daily Journal | 743659173 | | | \$ (400.20) | | | \$ (400.20) |
| 3/7/2018 | Pivot | 00001 | | | | \$ (7,438.28) | | \$ (7,438.28) |
| 3/22/2018 | Moody's | 266392 | | \$ (15,000.00) | | | | \$ (15,000.00) |
| 3/31/2018 | LGIP | March 2018 | \$ 8,763.37 | | | | | \$ 8,763.37 |
| 4/30/2018 | Pivot | 00003 | | | | \$ (24,243.46) | | \$ (24,243.46) |
| 4/30/2018 | LGIP | April 2018 | \$ 11,602.23 | | | | | \$ 11,602.23 |
| 5/17/2018 | Pivot | 00002 | | | | \$ (24,347.84) | | \$ (24,347.84) |
| 5/31/2018 | LGIP | May 2018 | \$ 11,682.59 | | | | | \$ 11,682.59 |
| 6/26/2018 | Amazon | | | | | | | \$ (65.00) |
| 6/6/2018 | Pivot | 00004 | | | | \$ (30,523.34) | | \$ (30,523.34) |
| 6/26/2018 | Pivot | 00005 | | | | \$ (17,209.84) | | \$ (17,209.84) |
| 6/30/2018 | LGIP | June 2018 | \$ 12,588.26 | | | | | \$ 12,588.26 |
| 6/30/2018 | Pivot | 00006 | | | | | | \$ (31,803.37) |
| 7/31/2018 | LGIP | Jul-18 | \$ 12,463.70 | | | \$ (31,803.37) | | \$ 12,463.70 |
| 8/20/2018 | McKenzie Commercial | 2 | | | | | \$ (14,443.00) | \$ (14,443.00) |
| 8/31/2018 | LGIP | Aug-18 | \$ 12,049.77 | | | | | \$ 12,049.77 |
| 9/30/2018 | LGIP | Sep-18 | \$ 12,351.99 | | | | | \$ 12,351.99 |
| 9/30/2018 | Pivot | 00007 | | | | \$ (13,479.30) | | \$ (13,479.30) |
| 9/30/2018 | Pivot | 00008 | | | | \$ (43,501.98) | | \$ (43,501.98) |
| 10/8/2018 | Brothers plumbing | 5106 | | | | | \$ (775.00) | \$ (775.00) |
| 10/13/2018 | McKenzie Commercial | | | | | | \$ (13,672.00) | \$ (13,672.00) |
| 10/22/2018 | Pivot | 00007B | | | | \$ (54,714.75) | | \$ (54,714.75) |
| 10/30/2018 | Pivot | 00009 | | | | \$ (36,750.62) | | \$ (36,750.62) |
| 10/31/2008 | LGIP | Oct-18 | \$ 13,891.96 | | | | | \$ 13,891.96 |
| 11/16/2018 | Pivot | 00010 | | | | \$ (69,961.62) | | \$ (69,961.62) |
| 11/30/2018 | LGIP | Nov-18 | \$ 13,459.38 | | | | | \$ 13,459.38 |
| 12/31/2018 | LGIP | Dec-18 | \$ 13,437.15 | | | | | \$ 13,437.15 |
| 12/11/2018 | Cascade Plumbing | 20642 | | | | | \$ (98.00) | \$ (98.00) |
| 12/19/2018 | Pivot | 00011 | | | | \$ (99,800.56) | | \$ (99,800.56) |
| 1/31/2019 | LGIP | Jan-19 | \$ 16,592.92 | | | | | \$ 16,592.92 |
| 1/31/2019 | McKenzie Commercial | 3 | | | | | \$ (2,285.00) | \$ (2,285.00) |
| 1/31/2019 | Pivot | 00012 | | | | \$ (68,456.45) | | \$ (68,456.45) |
| 2/28/2019 | LGIP | Feb-19 | \$ 13,087.78 | | | | | \$ 13,087.78 |
| 2/14/2019 | Pivot | 00013 | | | | \$ (69,354.01) | | \$ (69,354.01) |
| 2/28/2019 | Oakridge, City | | | | | | \$ (1,620.71) | \$ (1,620.71) |
| 2/28/2019 | Oakridge, City | | | | | | \$ (38,241.16) | \$ (38,241.16) |
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| 2018 BOND Oakridge School District | | Projects/Activities | | | | | | | Bond Proceeds OSCIM Grant | |
|------------------------------------|---------------------|---------------------|--------------|---------------|-------------|----------------|-------------------|-----------------------|------------------------------|----------------|
| | | | | | | | | | | |
| Date paid | Vendor | Invoice | Interest | Closing Costs | Advertising | A/E Services | Construction | Misc Owner Expense | | |
| 2/28/2019 | Oakridge, City | | | | | | \$ (57,698.97) | | \$ | (57,698.97) |
| 3/25/2019 | Pivot | 00014 | | | | \$ (16,281.87) | | | \$ | (16,281.87) |
| 3/31/2019 | LGIP | | \$ 13,852.69 | | | | | | \$ | 13,852.69 |
| 4/5/2019 | Oakridge, City | | | | | | \$ (5.48) | | \$ | (5.48) |
| 4/17/2019 | McKenzie Commercial | | | | | | \$ (62,148.00) | | \$ | (62,148.00) |
| 4/1/2019 | ODE | | | | | | | \$ (420.00) | \$ | (420.00) |
| 4/26/2019 | Pivot | 00015 | | | | \$ (31,237.47) | | | \$ | (31,237.47) |
| 4/30/2019 | LGIP | | \$ 13,496.68 | | | | | | \$ | 13,496.68 |
| 5/31/2019 | LGIP | | \$ 13,949.36 | | | | | | \$ | 13,949.36 |
| 5/31/2019 | ODE | | | | | | | \$ (325.00) | \$ | (325.00) |
| 5/20/2019 | PIVOT | 00016 | | | | \$ (15,162.35) | | | \$ | (15,162.35) |
| 6/30/2019 | LGIP | | \$ 13,605.95 | | | | | | \$ | 13,605.95 |
| 6/7/2019 | McKenzie Commercial | | | | | | \$ (82,539.00) | | \$ | (82,539.00) |
| 6/7/2019 | Amazon | | | | | | | \$ (1,020.17) | \$ | (1,020.17) |
| 6/10/2019 | Banner Bank | | | | | | | \$ (3,898.01) | \$ | (3,898.01) |
| 6/17/2019 | Pivot | | | | | \$ (20,712.44) | | \$ (215.00) | \$ | (20,927.44) |
| 6/30/2019 | McKenzie Commercial | | | | | | \$ (622,376.00) | | \$ | (622,376.00) |
| 6/30/2019 | McKenzie Commercial | | | | | | | \$ (3,292.00) | \$ | (3,292.00) |
| 6/30/2019 | Pivot | | | | | \$ (22,460.85) | | \$ (1,050.00) | \$ | (22,460.85) |
| 6/30/2019 | Western Mobile | | | | | | | \$ (1,050.00) | \$ | (1,050.00) |
| 7/31/2019 | LGIP | | \$ 11,048.01 | | | | | | \$ | 11,048.01 |
| 7/24/2019 | Crim Info Services | | | | | | | \$ (317.00) | \$ | (317.00) |
| 8/20/2019 | FEI | | | | | | | \$ (5,118.50) | \$ | (5,118.50) |
| 8/20/2019 | Crim Info Services | | | | | | | \$ (182.00) | \$ | (182.00) |
| 8/20/2019 | Office Depot | | | | | | | \$ (8.70) | \$ | (8.70) |
| 8/27/2019 | McKenzie Commercial | | | | | | \$ (1,093,147.00) | | \$ | (1,093,147.00) |
| 8/27/2019 | Pivot | | | | | \$ (22,482.74) | | | \$ | (22,482.74) |
| 8/27/2019 | PACE | | | | | | | \$ (17,018.00) | \$ | (17,018.00) |
| 8/31/2019 | ODE | | | | | | | \$ 40.00 | \$ | 40.00 |
| 8/31/2019 | LGIP INT | | \$ 12,981.70 | | | | | | \$ | 12,981.70 |
| 9/23/2019 | McKenzie Commercial | | | | | | \$ (2,778,199.00) | | \$ | (2,778,199.00) |
| 9/12/2019 | Crim Info Services | | | | | | | \$ (50.00) | \$ | (50.00) |
| 9/16/2019 | Pivot | | | | | \$ (33,323.61) | | | \$ | (33,323.61) |
| 9/30/2019 | FEI | | | | | | | \$ (88.00) | \$ | (88.00) |
| 9/30/2019 | Home Depot | | | | | | | \$ (1,142.85) | \$ | (1,142.85) |
| 9/30/2019 | LGIP | | \$ 6,308.83 | | | | | | \$ | 6,308.83 |
| 10/31/2019 | LGIP | | \$ 7,708.33 | | | | | | \$ | 7,708.33 |
| 10/11/2019 | Work Pointe | | | | | | | \$ (29,339.92) | \$ | (29,339.92) |
| 10/11/2019 | Crim Info Services | | | | | | | \$ (26.00) | \$ | (26.00) |
| 10/11/2019 | McKenzie Commercial | | | | | | \$ (605,852.00) | | \$ | (605,852.00) |
| 10/21/2019 | Pivot | | | | | \$ (21,252.80) | | | \$ | (21,252.80) |
| 10/31/2019 | ODE | | | | | | | \$ (15.00) | \$ | (15.00) |
| 11/30/2019 | LGIP | | \$ 7,319.01 | | | | | | \$ | 7,319.01 |
| 11/18/2019 | Pivot | | | | | \$ (11,524.43) | | | \$ | (11,524.43) |

| 2018 BOND Oakridge School District | | | | Projects/Activities | | | | | | | |
|------------------------------------|--------|------------|----------|---------------------|-------------|--------------|---|--------------------|-------------------------------|---------------|------------|
| | | | | Bond Proceeds | | | | \$ | 6,568,115.73 | | |
| | | | | OSCIM Grant | | | | \$ | 4,000,000.00 | | |
| Date paid | Vendor | Invoice | Interest | Closing Costs | Advertising | A/E Services | Construction | Misc Owner Expense | \$ | 10,568,115.73 | |
| 18-19 Int | \$ | 162,239.33 | | | | | Pivot contract balance remaining as of 6/2520 | | \$ | (93,769.16) | |
| 19-20 Int | \$ | 84,151.78 | | | | | Designs needed | | \$ | (25,000.00) | |
| | | | | | | | Furniture for portables | | \$ | (5,615.40) | |
| | | | | | | | FEI Contract balance | | \$ | (9,244.00) | |
| | | | | | | | Science lab furniture | | \$ | (35,000.00) | |
| | | | | | | | Background Checks | | \$ | (750.00) | |
| | | | | | | | Summer 2020 hired help wage costs | | \$ | (10,000.00) | |
| | | | | | | | Storage Containers | | \$ | (5,000.00) | |
| | | | | | | | | | Unallocated Bond Fund Balance | \$ | 716,591.31 |

Oakridge School District No. 76
SCHOOL LUNCH/BREAKFAST PROGRAM
School Year 2019-20
Oakridge Elementary School

1

| REVENUE | July | August | September | October | November | December | January | February |
|------------------------|----------|----------|--------------|--------------|--------------|--------------|--------------|--------------|
| Beginning Cash Balance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Cash Sales | \$ - | \$ - | \$ 43.65 | \$ 79.05 | \$ 231.80 | \$ 241.90 | \$ 84.70 | \$ 108.75 |
| State Reimbursement | \$ - | \$ - | \$ 17,793.15 | \$ 26,331.02 | \$ 16,065.90 | \$ 13,974.12 | \$ 16,316.51 | \$ 18,865.87 |
| CACFP Reimbursement | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Interest/Bank Account | \$ 0.010 | \$ 0.020 | \$ 0.015 | \$ 0.02 | \$ 0.04 | \$ 0.05 | \$ 0.06 | \$ 0.06 |
| School Match/other | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| REVENUE TOTALS | \$ 0.01 | \$ 0.02 | \$ 17,836.82 | \$ 26,410.09 | \$ 16,297.74 | \$ 14,216.07 | \$ 16,401.27 | \$ 18,974.68 |

| EXPENSES | September | October | November | December | January | February |
|--------------------------|--------------|--------------|--------------|-------------|--------------|--------------|
| Salaries/100's | \$ 2,322.74 | \$ 2,847.49 | \$ 3,011.45 | \$ 2,254.47 | \$ 2,205.59 | \$ 2,533.59 |
| Employee Benefits/200's | \$ 505.70 | \$ 563.63 | \$ 1,013.69 | \$ 889.36 | \$ 912.81 | \$ 977.72 |
| Other Purchases/300's | \$ - | \$ 1,329.12 | \$ 1,329.12 | \$ 1,329.12 | \$ 1,329.13 | \$ 1,329.13 |
| Materials/Supplies/400's | \$ 808.47 | \$ 792.57 | \$ 509.26 | \$ 309.56 | \$ 552.58 | \$ 523.11 |
| Food/450 | \$ 8,763.03 | \$ 15,783.53 | \$ 10,132.45 | \$ 4,190.80 | \$ 7,280.58 | \$ 7,566.01 |
| Commodities/416 | \$ 293.12 | \$ - | \$ 55.94 | \$ - | \$ 33.00 | \$ 117.98 |
| Dues/640 | \$ - | \$ 640.42 | \$ 168.00 | \$ - | \$ - | \$ 13.80 |
| EXPENSE TOTALS | \$ 12,693.06 | \$ 21,956.76 | \$ 16,219.91 | \$ 8,973.31 | \$ 12,313.69 | \$ 13,061.34 |

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|----------------|---------------|---------------|-------------|-------------|----------|-------------|-------------|-------------|
| Ending Balance | \$ (2,004.43) | \$ (7,055.19) | \$ 5,143.76 | \$ 4,453.33 | \$ 77.83 | \$ 5,242.76 | \$ 4,087.58 | \$ 5,913.34 |
|----------------|---------------|---------------|-------------|-------------|----------|-------------|-------------|-------------|

Beginning Fund Balance (estimated)
Current Month Program Balance
Fund Balance for current month
Spend Down Plan Expenses

\$ 92,912.64
\$98,168.64
\$191,081.28

OES Program Balance
OES Last Year

-\$8,952.36
\$43,080.45

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\$7,066.98 Convection Oven/service table/cam chiller
\$3,026.79 StyroGenie/Composter
\$3,026.79 StyroGenie/Composter
\$2,500.00 S Delivery Fee
\$2,500.00 S Delivery Fee

Balance All Schools
Last year at this time

\$98,168.64
\$27,861.35

Oakridge School District No. 76
SCHOOL LUNCH/BREAKFAST PROGRAM
Oakridge Elementary School

Due to COVID - 19
School Closure 3/12/2020

| REVENUE | March | April | May | June | Total |
|------------------------|--------------|---------|---------|---------|---------------|
| Beginning Cash Balance | \$ - | \$ - | \$ - | \$ - | \$ - |
| Cash Sales | \$ 58.75 | \$ - | \$ - | \$ - | \$ 848.60 |
| State Reimbursement | \$ 10,190.39 | \$ - | \$ - | \$ - | \$ 119,536.96 |
| CACFP Reimbursement | \$ - | \$ - | \$ - | \$ - | \$ - |
| Interest/Bank Account | \$ 0.05 | \$ 0.04 | \$ 0.05 | \$ 0.04 | \$ 0.46 |
| School Match/other | \$ - | \$ - | \$ - | \$ - | \$ - |
| REVENUE TOTALS | \$ 10,249.19 | \$ 0.04 | \$ 0.05 | \$ 0.04 | \$ 120,386.02 |

| EXPENSES | March | April | May | June | Total |
|--------------------------|-------------|-------------|-------------|--------------|---------------|
| Salaries/100's | \$ 2,562.62 | \$ 2,292.43 | \$ 2,406.31 | \$ 4,691.59 | \$ 27,913.06 |
| Employee Benefits/200's | \$ 1,026.46 | \$ 953.12 | \$ 964.08 | \$ 1,982.79 | \$ 10,355.57 |
| Other Purchases/300's | \$ 1,329.13 | \$ 1,329.13 | \$ 1,329.13 | \$ 5,193.49 | \$ 19,813.86 |
| Materials/Supplies/400's | \$ 260.85 | \$ 471.23 | \$ - | \$ - | \$ 4,358.67 |
| Food/450 | \$ 3,928.94 | \$ 4,166.09 | \$ - | \$ - | \$ 65,169.19 |
| Commodities/416 | \$ 173.26 | \$ - | \$ - | \$ - | \$ 673.30 |
| Dues/640 | \$ - | \$ - | \$ - | \$ - | \$ 1,054.72 |
| EXPENSE TOTALS | \$ 9,281.26 | \$ 9,212.00 | \$ 4,699.52 | \$ 11,867.87 | \$ 129,338.37 |

| | | | | | |
|----------------|-----------|---------------|---------------|----------------|---------------|
| Ending Balance | \$ 967.93 | \$ (9,211.96) | \$ (4,699.47) | \$ (11,867.83) | \$ (8,952.36) |
|----------------|-----------|---------------|---------------|----------------|---------------|

Beginning Fund Balance (i
Current Month Program B:
Fund Balance for current r
Spend Down Plan Expendi

Oakridge School District No. 76
SCHOOL LUNCH/BREAKFAST PROGRAM
SCHOOL Year 2019-20

| REVENUE | July | August | September | October | November | December | January | February |
|------------------------|---------|---------|--------------|--------------|--------------|--------------|--------------|--------------|
| Beginning Cash Balance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Cash Sales | \$ - | \$ - | \$ 269.65 | \$ 563.60 | \$ 424.80 | \$ 478.30 | \$ 336.20 | \$ 495.50 |
| State Reimbursement | \$ - | \$ - | \$ 25,926.35 | \$ 39,165.72 | \$ 23,869.99 | \$ 21,221.86 | \$ 24,691.36 | \$ 28,160.15 |
| CACFP Reimbursement | \$ - | \$ - | \$ - | \$ 652.90 | \$ 682.08 | \$ 488.76 | \$ 736.79 | \$ 1,907.64 |
| Interest/Bank Account | \$ 0.02 | \$ 0.04 | \$ 0.03 | \$ 0.04 | \$ 0.07 | \$ 0.09 | \$ 0.11 | \$ 0.11 |
| School Match | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| REVENUE TOTALS | \$ 0.02 | \$ 0.04 | \$ 26,196.03 | \$ 40,382.26 | \$ 24,976.94 | \$ 22,189.01 | \$ 25,764.46 | \$ 30,563.40 |

| EXPENSES | July | August | September | October | November | December | January | February |
|--------------------------|---------------|----------------|--------------|---------------|---------------|--------------|--------------|--------------|
| Salaries/100's | \$ 784.78 | \$ 784.78 | \$ 4,081.09 | \$ 5,494.48 | \$ 5,919.12 | \$ 4,803.50 | \$ 4,596.22 | \$ 5,638.47 |
| Employee Benefits/200's | \$ 566.69 | \$ 566.47 | \$ 4,649.18 | \$ 5,080.26 | \$ 4,037.05 | \$ 3,776.29 | \$ 3,709.72 | \$ 4,028.17 |
| Other Purchases/300's | \$ 2,658.25 | \$ 5,316.50 | \$ - | \$ 2,658.25 | \$ 2,658.25 | \$ 2,658.25 | \$ 2,658.26 | \$ 2,658.26 |
| Materials/Supplies/400's | \$ - | \$ 250.49 | \$ 1,345.12 | \$ 1,374.79 | \$ 1,579.34 | \$ 977.12 | \$ 867.11 | \$ 951.12 |
| Food/450 | \$ - | \$ 7,266.54 | \$ 13,211.96 | \$ 26,934.72 | \$ 16,559.44 | \$ 9,484.03 | \$ 10,787.83 | \$ 15,814.30 |
| Commodities/416 | \$ - | \$ - | \$ 582.48 | \$ - | \$ 103.13 | \$ - | \$ 66.00 | \$ 227.16 |
| Dues/640 | \$ - | \$ 465.00 | \$ - | \$ 1,284.62 | \$ 357.00 | \$ - | \$ - | \$ 27.60 |
| EXPENSE TOTALS | \$ 4,009.72 | \$ 14,649.78 | \$ 23,869.83 | \$ 42,827.12 | \$ 31,213.33 | \$ 21,699.19 | \$ 22,685.14 | \$ 29,345.08 |
| ENDING BALANCE | \$ (4,009.70) | \$ (14,649.74) | \$ 2,326.20 | \$ (2,444.86) | \$ (6,236.39) | \$ 489.82 | \$ 3,079.32 | \$ 1,218.32 |

Oakridge School District No. 76
SCHOOL LUNCH/BREAKFAST PROGRAM
SCHOOL Year 2019-20

| REVENUE | March | April | May | June | Total |
|------------------------|--------------|--------------|---------------|--------------|---------------|
| Beginning Cash Balance | \$ - | \$ - | \$ - | \$ - | \$ - |
| Cash Sales | \$ 150.75 | \$ - | \$ - | \$ - | \$ 2,718.80 |
| State Reimbursement | \$ 15,188.49 | \$ - | \$ - | \$ - | \$ 178,223.92 |
| CACFP Reimbursement | \$ 1,575.72 | \$ - | \$ 39,502.42 | \$ 17,099.48 | \$ 62,645.79 |
| Interest/Bank Account | \$ 0.09 | \$ 0.08 | \$ 0.09 | \$ 0.08 | \$ 0.85 |
| School Match | \$ 11,057.59 | \$ 63,434.25 | \$ 73,923.94 | \$ 50,836.17 | \$ 199,251.95 |
| REVENUE TOTALS | \$ 27,972.64 | \$ 63,434.33 | \$ 113,426.45 | \$ 67,935.73 | \$ 442,841.31 |

| EXPENSES | March | April | May | June | Total |
|--------------------------|--------------|--------------|--------------|--------------|---------------|
| Salaries/100's | \$ 5,273.66 | \$ 7,635.84 | \$ 5,163.31 | \$ 10,758.43 | \$ 60,933.68 |
| Employee Benefits/200's | \$ 3,967.07 | \$ 4,890.59 | \$ 3,941.37 | \$ 9,647.25 | \$ 48,860.11 |
| Other Purchases/300's | \$ 2,658.26 | \$ 2,677.24 | \$ 2,768.65 | \$ 8,874.92 | \$ 38,245.09 |
| Materials/Supplies/400's | \$ 464.65 | \$ 1,602.63 | \$ 1,958.61 | \$ 843.69 | \$ 12,214.67 |
| Food/450 | \$ 12,060.00 | \$ 18,337.51 | \$ 35,091.86 | \$ 15,391.42 | \$ 180,939.61 |
| Commodities/416 | \$ 346.52 | \$ - | \$ - | \$ - | \$ 1,325.29 |
| Dues/640 | \$ - | \$ - | \$ 20.00 | \$ - | \$ 2,154.22 |
| EXPENSE TOTALS | \$ 24,770.16 | \$ 35,143.81 | \$ 48,943.80 | \$ 45,515.71 | \$ 344,672.67 |
| ENDING BALANCE | \$ 3,202.48 | \$ 28,290.52 | \$ 64,482.65 | \$ 22,420.02 | \$ 98,168.64 |

Oakridge School District No. 76
SCHOOL LUNCH/BREAKFAST PROGRAM
School Year 2019-20
Oakridge High School/Oakridge Junior High School

1

| REVENUE | July | August | September | October | November | December | January | February |
|------------------------|----------|----------|--------------|--------------|-------------|-------------|-------------|--------------|
| Beginning Cash Balance | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Cash Sales | \$ - | \$ - | \$ 226.00 | \$ 484.55 | \$ 193.00 | \$ 236.40 | \$ 251.50 | \$ 386.75 |
| State Reimbursement | \$ - | \$ - | \$ 8,133.20 | \$ 12,834.70 | \$ 7,804.09 | \$ 7,247.74 | \$ 8,374.85 | \$ 9,294.28 |
| CACFP Reimbursement | \$ - | \$ - | \$ - | \$ 652.90 | \$ 682.08 | \$ 488.76 | \$ 736.79 | \$ 1,907.64 |
| Interest/Bank Account | \$ 0.010 | \$ 0.010 | \$ 0.015 | \$ 0.02 | \$ 0.03 | \$ 0.04 | \$ 0.05 | \$ 0.05 |
| School Match/SFSP | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| REVENUE TOTALS | \$ 0.010 | \$ 0.020 | \$ 8,359.215 | \$ 13,972.17 | \$ 8,679.20 | \$ 7,972.94 | \$ 9,363.19 | \$ 11,588.72 |

| EXPENSES | July | August | September | October | November | December | January | February |
|--------------------------|-------------|-------------|---------------|--------------|--------------|--------------|--------------|--------------|
| Salaries/100's | \$ 392.39 | \$ 392.39 | \$ 1,758.35 | \$ 2,646.99 | \$ 2,907.67 | \$ 2,549.03 | \$ 2,390.63 | \$ 3,104.88 |
| Employee Benefits/200's | \$ 283.76 | \$ 283.19 | \$ 4,143.48 | \$ 4,516.63 | \$ 3,023.36 | \$ 2,886.93 | \$ 2,796.91 | \$ 3,050.45 |
| Other Purchases/300's | \$ 1,329.13 | \$ 2,658.26 | \$ - | \$ 1,329.13 | \$ 1,329.13 | \$ 1,329.13 | \$ 1,329.13 | \$ 1,329.13 |
| Materials/Supplies/400's | \$ - | \$ 119.45 | \$ 536.65 | \$ 582.22 | \$ 1,070.08 | \$ 667.56 | \$ 314.53 | \$ 428.01 |
| Food/450 | \$ - | \$ 3,908.78 | \$ 4,448.93 | \$ 11,151.19 | \$ 6,426.99 | \$ 5,293.23 | \$ 3,507.25 | \$ 8,248.29 |
| Commodities/416 | \$ - | \$ - | \$ 289.36 | \$ - | \$ 47.19 | \$ - | \$ 33.00 | \$ 109.18 |
| Dues/640 | \$ - | \$ 232.50 | \$ - | \$ 644.20 | \$ 189.00 | \$ - | \$ - | \$ 13.80 |
| EXPENSE TOTALS | \$ 2,005.28 | \$ 7,594.57 | \$ 11,176.770 | \$ 20,870.36 | \$ 14,993.42 | \$ 12,725.88 | \$ 10,371.45 | \$ 16,283.74 |

| | | | | | | | | |
|----------------|---------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|
| Ending Balance | \$ (2,005.27) | \$ (7,594.55) | \$ (2,817.555) | \$ (6,898.19) | \$ (6,314.22) | \$ (4,752.94) | \$ (1,008.26) | \$ (4,695.02) |
|----------------|---------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|

OHS/OJHS Program Balance \$107,121.00
OHS/OJHS Last Year (\$15,219.10)

Oakridge School District No. 76
SCHOOL LUNCH/BREAKFAST PROGRAM
Oakridge High School/Oakridge Junior High School

Due to COVID - 19
School Closure 3/12/2020

| REVENUE | March | April | May | June | Total |
|------------------------|--------------|--------------|---------------|--------------|---------------|
| Beginning Cash Balance | \$ - | \$ - | \$ - | \$ - | \$ - |
| Cash Sales | \$ 92.00 | \$ - | \$ - | \$ - | \$ 1,870.20 |
| State Reimbursement | \$ 4,998.10 | \$ - | \$ - | \$ - | \$ 58,686.96 |
| CACFP Reimbursement | \$ 1,575.72 | \$ - | \$ 39,502.42 | \$ 17,099.48 | \$ 62,645.79 |
| Interest/Bank Account | \$ 0.04 | \$ 0.04 | \$ 0.04 | \$ 0.04 | \$ 0.40 |
| School Match/SFSP | \$ 11,057.59 | \$ 63,434.25 | \$ 73,923.94 | \$ 50,836.17 | \$ 199,251.95 |
| REVENUE TOTALS | \$ 17,723.45 | \$ 63,434.29 | \$ 113,426.40 | \$ 67,935.69 | \$ 322,455.30 |

| EXPENSES | March | April | May | June | Total |
|--------------------------|--------------|--------------|--------------|--------------|---------------|
| Salaries/100's | \$ 2,711.04 | \$ 5,343.41 | \$ 2,757.00 | \$ 6,066.84 | \$ 33,020.62 |
| Employee Benefits/200's | \$ 2,940.61 | \$ 3,937.47 | \$ 2,977.29 | \$ 7,664.46 | \$ 38,504.54 |
| Other Purchases/300's | \$ 1,329.13 | \$ 1,348.11 | \$ 1,439.52 | \$ 3,681.43 | \$ 18,431.23 |
| Materials/Supplies/400's | \$ 203.80 | \$ 1,131.40 | \$ 1,958.61 | \$ 843.69 | \$ 7,856.00 |
| Food/450 | \$ 8,131.06 | \$ 14,171.42 | \$ 35,091.86 | \$ 15,391.42 | \$ 115,770.42 |
| Commodities/416 | \$ 173.260 | \$ - | \$ - | \$ - | \$ 651.99 |
| Dues/640 | \$ - | \$ - | \$ 20.00 | \$ - | \$ 1,099.50 |
| EXPENSE TOTALS | \$ 15,488.90 | \$ 25,931.81 | \$ 44,244.28 | \$ 33,647.84 | \$ 215,334.30 |

| | | | | | |
|----------------|-------------|--------------|--------------|--------------|---------------|
| Ending Balance | \$ 2,234.55 | \$ 37,502.48 | \$ 69,182.12 | \$ 34,287.85 | \$ 107,121.00 |
|----------------|-------------|--------------|--------------|--------------|---------------|

AUGUST

| 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 | 28 | 29 |
| 30 | 31 | | | | | |

SEPTEMBER

| 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 | 28 | 29 | 30 | | | |

OCTOBER

| 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 | 28 | 29 | 30 | 31 |

NOVEMBER

| 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 | 28 |
| 29 | 30 | | | | | |

DECEMBER

| 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 | 28 | 29 | 30 | 31 | | |

JANUARY

| 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 | 28 | 29 | 30 |
| 31 | | | | | | |

OAKRIDGE SCHOOL DISTRICT

2020-21

Official School Calendar Adopted: 3/9/2020,
8.10.2020 Revision Draft w/ Safe Schools
Training Days

31: CLASSIFIED/CERTIFIED
INSERVICE FULL DAY

1-2: CERT FULL DAYS INS

3: TEACHER WORK DAY

7: LABOR DAY

8-11: Grade K-12 Half-Days

8: CERT .5 INS PM

9-11: Staff Training

14-17: Grade K-12 Half-Days

14-17: Staff Training

25: TEACHER WORK DAY

9: STATE INSERVICE

16: CURRICULUM 1.0 CERT/
CLAS EA'S PROF DEV 1.0

5: END OF QUARTER

6: GRADING DAY

11: VETERANS DAY

23: ALL SCHOOLS DAY CONF

23: ALL SCHOOLS EVENING
CONFERENCES

24: ALL SCHOOLS DAY
CONFERENCES

25: CONF COMP DAY *

26: THANKSGIVING

21-31: WIN. BREAK

1: NEW YEARS

18: MLK DAY: non-paid

28: END OF QUARTER

29: GRADING DAY

5: CURRICULUM DAY CERT

15: PRESIDENTS' DAY

22-25: SPR. BREAK

8: END OF QUARTER

9: GRADING DAY

15: No School - OES DAY/
EVENING CONFERENCES

15: Student Day - OHS/OJH
PROJECT NIGHT

16: ALL SCHOOLS/ DAY
CONFERENCES

23: CURRICULUM DAY 1.0
CLAS EA'S/CERT PROF DEV

14: CURRICULUM DAY CERT

31: MEMORIAL DAY

12: GRADUATION

16: .5 Student AM

16: CLASSIFIED EA'S .5 AM

16: .5 CERT INSERVICE PM

16: END OF QUARTER

17: TEACHER WORK DAY

18: GRADING DAY

TEACHER WORK DAYS: 174 (Includes Flex day)

OHS CONTACT DAYS: 149

OJH CONTACT DAYS: 149

OES CONTACT DAYS: 148

FLEX DAY: 1

END OF QUARTER

1st Q - 36

2nd Q - 37

3rd Q - 37

4th Q - 39

February.

MAKE UP - 1st missed day is not made up, 2nd missed day
(teachers only make up) and any additional days will be made up
by students and all staff on the next available Friday starting in
February.

FEBRUARY

| 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 |
| 28 | | | | | | |

MARCH

| 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 |
| 28 | 29 | 30 | 31 | | | |

APRIL

| 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 | 28 | 29 | 30 | |

MAY

| 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 |
| 23/30 | 24/31 | 25 | 26 | 27 | 28 | 29 |

JUNE

| 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 | 28 | 29 | 30 | | | |

TEACHER "WORK DAYS": 3

INSERVICE DAYS: 3

INSERVICE .5 DAYS: 2

GRADING DAYS: 4

HOLIDAYS: 6

CURRICULUM DAYS: 4

CONFERENCE COMP: 1

AUGUST

| 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 | 28 | 29 |
| 30 | 31 | | | | | |

SEPTEMBER

| 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 | 28 | 29 | 30 | | | |

OCTOBER

| 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 | 28 | 29 | 30 | 31 |

NOVEMBER

| 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 | 28 |
| 29 | 30 | | | | | |

DECEMBER

| 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 | 28 | 29 | 30 | 31 | | |

JANUARY

| 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 | 28 | 29 | 30 |
| 31 | | | | | | |

OAKRIDGE SCHOOL DISTRICT 2020-21 Official School Calendar Adopted: 3/9/2020

31: CLASSIFIED/CERTIFIED
INSERVICE FULL DAY

1-2: CERT FULL DAYS INS
3: TEACHER WORK DAY
7: LABOR DAY
8: Grade K-12 Half-Day
8: CERT .5 INS PM
9: Grades 1-12 Full-Day
9: Grade K Half-Day
25: TEACHER WORK DAY

9: STATE INSERVICE

16: CURRICULUM 1.0 CERT/
CLAS EA'S PROF DEV 1.0

5: END OF QUARTER

6: GRADING DAY
11: VETERANS DAY
23: ALL SCHOOLS DAY CONF
23: ALL SCHOOLS EVENING
CONFERENCES
24: ALL SCHOOLS DAY
CONFERENCES
25: CONF COMP DAY *
26: THANKSGIVING

21-31: WIN. BREAK

1: NEW YEARS

18: MLK DAY: non-paid
28: END OF QUARTER
29: GRADING DAY

5: CURRICULUM DAY CERT

15: PRESIDENTS' DAY

22-25: SPR. BREAK

8: END OF QUARTER

9: GRADING DAY

15: No School - OES DAY/
EVENING CONFERENCES

15: Student Day - OHS/OJH
PROJECT NIGHT

16: All SCHOOLS/ DAY
CONFERENCES

23: CURRICULUM DAY 1.0
CLAS EA'S/CERT PROF DEV

12: GRADUATION

16: .5 Student AM

16: CLASSIFIED EA'S .5 AM

16: .5 CERT INSERVICE PM

16: END OF QUARTER

17: TEACHER WORK DAY

18: GRADING DAY

TEACHER WORK DAYS: 174 (Includes Flex day)

OHS CONTACT DAYS: 149

OJH CONTACT DAYS: 149

OES CONTACT DAYS: 148

FLEX DAY: 1

END OF QUARTER

1st Q - 36

2nd Q - 37

3rd Q - 37

4th Q - 39

February.

MAKE UP - 1st missed day is not made up, 2nd missed day
(teachers only make up) and any additional days will be made up
by students and all staff on the next available Friday starting in
February.

FEBRUARY

| 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 |
| 28 | | | | | | |

MARCH

| 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 |
| 28 | 29 | 30 | 31 | | | |

APRIL

| 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 | 28 | 29 | 30 | |

MAY

| 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 |
| 23/30 | 24/31 | 25 | 26 | 27 | 28 | 29 |

JUNE

| 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 | 28 | 29 | 30 | | | |

TEACHER "WORK DAYS": 3

INSERVICE DAYS: 3

INSERVICE .5 DAYS: 2

GRADING DAYS: 4

HOLIDAYS: 6

CURRICULUM DAYS: 4

CONFERENCE COMP: 1

Oakridge School District 76

Code: AC-AR
Adopted: 8/12/19

Discrimination Complaint Procedure

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

Step 1: Complaints may be oral or in writing and must be filed with the principal. The principal shall investigate and determine the action to be taken, if any, and reply in writing, to the complainant within 10 school days of receipt of the complaint.

Any staff member that receives a written or oral complaint shall report the complaint to the principal.

Step 2: If the complainant wishes to appeal the decision of the principal, they may submit a written appeal to the superintendent or designee within five school days after receipt of the principal's response to the complaint.

The superintendent or designee may review the principal's decision and may meet with all parties involved. The superintendent or designee will review the merits of the complaint and the principal's decision and respond in writing to the complainant within 10 school days.

Step 3: If the complainant is not satisfied with the decision of the superintendent or designee, a written appeal may be filed with the Board within five school days of receipt of the superintendent's or designee's response to Step 2. The Board may decide to hear or deny the request for appeal. ~~If the Board decides to hear the appeal, the~~ The Board may meet with the concerned parties and their representative at the next regular or special Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing or electronic form within 10 days of this meeting.

If the principal is the subject of the complaint, the individual may start at step 2 and file a complaint with the superintendent or designee.

If the superintendent is the subject of the complaint, the complaint may start at step 3 and should be referred to the Board chair. The Board may refer the investigation to a third party.

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

~~Timelines may be extended based upon mutual consent of both parties in writing.~~

~~If the complainant, is a person who resides in the district, is a parent or guardian of a student who attends school in the district or is a student, is not satisfied after exhausting local complaint procedures or 90 days,~~

whichever occurs first, they may appeal in writing to the Superintendent of Public Instruction under Oregon Administrative Rule (OAR) 581-021-0049.

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

The complainant, if a person who resides in the district, a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initialing filing of the complaint, may appeal¹ the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

Charter Schools of which the District Board is a Sponsor

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

OR

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

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

DISCRIMINATION COMPLAINT FORM

| | | |
|---------------------------------|------|--------------------|
| Name of Person Filing Complaint | Date | School or Activity |
|---------------------------------|------|--------------------|

Student/Parent ☐ Employee ☐ Nonemployee ☐ (Job applicant) Other ☐ _____

Type of discrimination:

| | | |
|---|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Color | <input type="checkbox"/> Religion |
| <input type="checkbox"/> Sex | <input type="checkbox"/> National Origin | <input type="checkbox"/> Disability |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> Age | <input type="checkbox"/> Sexual Orientation |
| <input type="checkbox"/> Other _____ | | |

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

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

Suggested solution/resolution/outcome: _____

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

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

Oakridge School District 76

Code: EEA
Adopted: 12/08/14
Revised/Readopted: 11/04/19
Orig. Code: 910

Student Transportation Services

School transportation services will be provided for students to and from school and for transporting student to and from curricular and extracurricular activities sponsored by the district. Transportation will be provided for homeless students to and from the student's school of origin as required by the Every Student Succeeds Act (ESSA). These services shall be provided through the regularly scheduled year and during the regular school day as determined by the Board.

Elementary students (grades K-8) who live more than one mile from school will be transported. Secondary students (grades 9-12) who live more than one and one-half miles from school will be transported. Mileage exceptions for health, safety or disability will be made in accordance with the district's approved supplemental plan.

Miles from school will be determined by the transportation supervisor in accordance with Oregon Administrative Rule (OAR) 581-023-0040(1)(e).

The district may use Type 10 School Activity vehicles to transport students from home to school, school to home and form district-sponsored activities.

The district may also provide transportation using federal funds or through cooperative agreements with local victims assistance units for a student to attend a safe district school out of the student's attendance area for any student who is a victim of a violent criminal offenses occurring in or on the grounds to the school the student attends or the student attends a school identified as persistently dangerous.

If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for student who transfer for such purposes will be provided in accordance with the agreement.

Students attending any private, parochial or public charter school under the compulsory school attendance laws will, where the private, parochial or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students.

Transportation will be provided for students whose parent or guardian voluntarily placed the child outside the child's home with a public or private agency and who is living in a licensed, certified or approved substitute care program, and whose residency is established pursuant to Oregon Revised Statute (ORS) 839.134.

Preschool students with disabilities who have transportation as a related service and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation.

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Oregon Department of Transportation under ~~Oregon Revised Statute~~ (ORS) ~~ORS~~ 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until he/she is they are four feet nine inches tall or age eight and the adult belt properly fits. A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles in

excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus or school activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus driver to the supervisor. The transportation supervisor will, as soon as possible, inform the appropriate principal of such occurrence. Violators may be denied use of transportation for a period of time as deemed proper by the principal and/or transportation supervisor.

The principal or designee shall ensure transportation officials and drivers receive notification of students having special medical or behavioral protocols identified in student records.

Appropriate training related to specific protocols, including confidentiality requirements, will be provided to drivers.

The school bus or vehicle driver will be responsible for the school bus or vehicle at all times from departure until return. The driver will not participate in any activities that might impair his/her/their driving abilities.

Aides or assistants that ride a school bus shall receive training on emergency procedures and their role in the safe transportation of all students on the bus.

The district will comply with all state and federal laws and regulations pertaining to school bus transportation.

END OF POLICY

Legal Reference(s):

| | | |
|--------------------------------|----------------------------------|-------------------------|
| <u>ORS 327.006</u> | <u>ORS 815.080</u> | <u>OAR 581-053-0040</u> |
| <u>ORS 327.033</u> | <u>ORS 820.100 to -820.190</u> | <u>OAR 581-053-0053</u> |
| <u>ORS 327.043</u> | | <u>OAR 581-053-0060</u> |
| <u>ORS 332.405</u> | <u>OAR 581-021-0050 to -0075</u> | <u>OAR 581-053-0070</u> |
| <u>ORS 332.415</u> | <u>OAR 581-022-2345</u> | <u>OAR 581-053-0210</u> |
| <u>ORS 339.240 to -339.250</u> | <u>OAR 581-023-0040</u> | <u>OAR 581-053-0220</u> |
| <u>ORS 343.155 to -343.246</u> | <u>OAR 581-053-0002</u> | <u>OAR 581-053-0230</u> |
| <u>ORS 343.533</u> | <u>OAR 581-053-0003</u> | <u>OAR 581-053-0240</u> |
| <u>ORS 811.210</u> | <u>OAR 581-053-0004</u> | <u>OAR 735-102-0010</u> |
| <u>ORS 811.215</u> | <u>OAR 581-053-0010</u> | |
| <u>ORS 815.055</u> | <u>OAR 581-053-0031</u> | |

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6315, 7912 (2012).

McKinney-Vento Homeless Assistance Act, 42 U.S.C. §§ 11431-11435 (2012).

Cross Reference(s):

ECAC - Video Surveillance

EEAB - School Bus Scheduling and Routing

EEAC - School Bus Safety Program

EEACC - Student Conduct on School Buses

OSBA Model Sample Policy

Code: GBEA
Adopted:

Workplace Harassment *

Workplace harassment is prohibited and shall not be tolerated. This includes workplace harassment that occurs between district employees or between a district employee and the district in the workplace or at a work-related event that is off district premises and coordinated by or through the district, or between a district and a district employee off district premises. Elected school board members, volunteers and interns are subject to this policy.

Any district employee who believes they have been a victim of workplace harassment may file a report with the district employee designated in the administrative regulation GBEA-AR - Workplace Harassment Reporting and Procedure, may file a report through the Bureau of Labor and Industries' (BOLI) complaint resolution process or under any other available law. The reporting of such information is voluntary. The district employee making the report is advised to document any incidents of workplace harassment.

“Workplace harassment” means conduct that constitutes discrimination prohibited by Oregon Revised Statute (ORS) 659A.030 (discrimination in employment based on race, color, religion, sex, sexual orientation, national origin, marital status, age, or expunged juvenile record), including conduct that constitutes sexual assault¹ or that constitutes conduct prohibited by ORS 659A.082 (discrimination against person in uniformed service) or 659A.112 (discrimination in employment based on disability).

The district, upon receipt of a report from a district employee who believes they are a victim of workplace harassment, shall provide information about legal resources and counseling and support services, including any available employee assistance services. The district employee receiving the report, whether a supervisor of the employer or the district employee designated to receive reports, is advised to document any incidents of workplace harassment, and shall provide a copy of this policy and accompanying administrative regulation to the victim upon their disclosure about alleged workplace harassment.

All incidents of behavior that may violate this policy shall be promptly investigated.

Any person who reports workplace harassment has the right to be protected from retaliation.

The district may not require or coerce a district employee to enter into a nondisclosure² or nondisparagement³ agreement.

¹ “Sexual assault” means unwanted conduct of a sexual nature that is inflicted upon a person or compelled through the use of physical force, manipulation, threat or intimidation.

² A “nondisclosure” agreement or provision prevents either party from disclosing the contents of or circumstances surrounding the agreement.

³ A “nondisparagement” agreement or provision prevents either party from making disparaging statements about the other party.

The district may not enter into an agreement with an employee or prospective employee, as a condition of employment, continued employment, promotion, compensation, or the receipt of benefits, that contains a nondisclosure provision, a nondisparagement provision or any other provision that has the purpose or effect of preventing the employee from disclosing or discussing workplace harassment that occurred between district employees or between a district employee and the district, in the workplace or at a work-related event that is off district premises and coordinated by or through the district, or between a district employee and employer off district premises.

The district may enter into a settlement agreement, separation or severance agreement that includes one or more of the following provisions only when a district employee claiming to be aggrieved by workplace harassment requests to enter into the agreement: 1) a nondisclosure or nondisparagement provision; 2) a provision that prevents disclosure of factual information relating to the claim of workplace harassment; or 3) a no-rehire provision that prohibits the employee from seeking reemployment with the district as a term or condition of the agreement. The agreement must provide the district employee at least seven days after signing the agreement to revoke it.

If the district determines in good faith that an employee has engaged in workplace harassment, the district may enter into a settlement, separation or severance agreement that includes one or more of the provisions described in the previous paragraph.

It is the intent of the Board that appropriate corrective action will be taken by the district to stop workplace harassment, prevent its recurrence and address negative consequences. Staff members in violation of this policy shall be subject to discipline, up to and including dismissal and/or additional workplace harassment awareness training, as appropriate. Other individuals (e.g., board members, witnesses, and volunteers) 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.

The district shall make this policy available to all district employees and shall be made a part of district orientation materials provided and copied to new district employees at the time of hire.

The superintendent will establish a process of reporting incidents of workplace harassment and the prompt investigation.

END OF POLICY

Legal Reference(s):

| | | |
|------------------------------|------------------------------|----------------------------------|
| ORS 659A.001 | ORS 659A.082 | OAR 584-020-0040 |
| ORS 659A.003 | ORS 659A.112 | OAR 584-020-0041 |
| ORS 659A.006 | ORS 659A.820 | |
| ORS 659A.029 | ORS 659A.875 | Senate Bill 479 (2019) |
| ORS 659A.030 | ORS 659A.885 | |

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

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

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2019).

Bartsch v. Elkton School District, FDA-13-011 (March 27, 2014).

OSBA Model Sample Policy

Code: GBEA-AR
Revised/Reviewed:

Workplace Harassment Reporting and Procedure

Any district employee who believes they have been a victim of workplace harassment may file an oral or written report consistent with this administration regulation, may file a report through the Bureau of Labor and Industries' (BOLI) complaint resolution process, or under any other available law.

Additional information regarding the filing of a report may be obtained through the principal, compliance officer or superintendent.

A complaint alleging an unlawful employment practice as described in ORS 659A.030, 659A.082 or 659A.112 or section 4 of Senate Bill 479 (2019) must be filed no later than five years after the occurrence of the alleged unlawful employment practice.

All documentation related to workplace harassment complaints may become part of the personnel file of the employee who is the alleged harasser, as appropriate. Additionally, a copy of all workplace harassment reports, complaints, and documentation will be maintained by the district as a separate confidential file and stored in the district office.

Investigation Procedure

The [position title(s)] [is] [are] responsible for investigating reports concerning workplace harassment. The investigator(s) shall be a neutral party having had no involvement in the report presented. If the alleged workplace harassment involves [position title(s)], the employee may report to [alternative position title(s)]. All reports of alleged workplace harassment behavior shall be investigated.

The investigator shall:

1. Document the alleged, reported incident of workplace harassment;
2. Provide information about legal resources and counseling and support services, which may include district-provided assistance services available to the district employee;
3. Provide a copy of the district's Board policy GBEA - Workplace Harassment and this administrative regulation to the district employee; and
4. Complete the following steps:

Step 1 Promptly initiate an investigation. The investigator will arrange such meetings as may be necessary to discuss the issue with all concerned parties within [five] working days after receipt of the report. The parties will have an opportunity to submit evidence and a list of witnesses. All findings of the investigation, including the response of the alleged harasser, shall be reduced to writing. The investigator shall notify the complainant in writing that the

investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

[A copy of the report, complaint, or other documentation about the incident, and the date and details of notification to the complainant of the results of the investigation, together with any other documentation related to the workplace harassment incident, including disciplinary action taken or recommended, shall be forwarded to the [superintendent] [human resources office].]

Step 2 If a complainant is not satisfied with the decision at step 1, the complainant may submit a written appeal to the [superintendent] [or designee]. Such appeal must be filed within [10] working days after receipt of the step 1 decision. The [superintendent] [or designee] shall review the investigators report and findings. The [superintendent] [or designee] will arrange such meetings with the complainant and other affected parties as deemed necessary by the [superintendent] [or designee] to discuss the appeal. The [superintendent] [or designee] shall provide a written decision to the complainant within [10] working days after receipt of the appeal.

[Step 3] If a complainant is not satisfied with the decision at Step 2, the complainant may submit a written appeal to the Board. Such appeal must be filed within [10] working days after receipt of the Step 2 decision. The Board will review the findings and conclusion of the [superintendent] [or designee] in a public meeting to determine what action is appropriate. Appropriate action may include, but is not limited to, holding a hearing, requesting additional information, and adopting the [superintendent's] [or designee's] decision as the district's final decision.

If the Board conducts a hearing, the complainant shall be given an opportunity to present the appeal at a Board meeting. The Board may hold the hearing in executive session if the subject matter qualifies under Oregon law. The parties involved may be asked to attend such hearing for the purposes of making further explanations and clarifying the issues. The Board shall decide, within [20] days, in open session what action, if any, is warranted. The Board shall provide a written decision to the complainant within [10] working days following completion of the hearing.

If the Board chooses not to hear the appeal, the [superintendent's] decision in Step 2 is final.]

Reports involving the superintendent should be referred to the Board chair on behalf of the Board. The Board chair will cause the information¹ required to be issued to the complainant as described in this administrative regulation. The Board chair shall present the complaint to the Board at a Board meeting. 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. The Board may hold the hearing in executive session if the subject matter qualifies under Oregon law. The Board shall decide, within [30] days, in open session what action if any is warranted. The Board chair shall notify the

¹ Provide information about legal resources and counseling and support services, which may include district-provided assistance services available to the district employee, and a copy the district's Board policy GBEA - Workplace Harassment and this administrative regulation to the district employee.

complainant in writing within [10] days that the investigation is concluded and if a violation of the policy was found to have occurred to the extent allowable by law.

Follow-up Procedures

The [position title] will follow up with the district employee of the alleged harassment once every three months for the calendar year following the date on which the [position title] received a report of harassment, to determine whether the alleged harassment has stopped or if the employee has experienced retaliation. The [position title] will document the record of this follow-up. The [position title] will continue follow-up in this manner until and unless the employee directs the [position title] in writing to stop.

Other Reporting Options and Filing Information

Nothing in this policy prevents an employee from filing a formal grievance in accordance with a collective bargaining agreement (CBA) or a formal complaint with BOLI or the Equal Employment Opportunity Commission (EEOC); or if applicable, the U.S. Department of Labor (USDOL) Civil Rights Center. Review the CBA for any provision that requires an employee to choose between the complaint procedure outlined in the CBA and filing a BOLI or EEOC complaint.

Nothing in Board policy GBEA - Workplace Harassment or this administrative regulation prevents any person from seeking remedy under any other available law, whether civil or criminal.

An employee or claimant must provide advance notice of claim against the employer as required by ORS 30.275.

Filing a report with the U.S. Department of Labor (USDOL) Civil Rights Center.

An employee whose agency receives federal financial assistance from the USDOL under the Workforce Innovation and Opportunity Act, Mine Safety and Health Administration, Occupational Safety and Health Administration, or Veterans' Employment and Training Service, may file a complaint with the state of Oregon Equal Opportunity Officer or directly through the USDOL Civil Rights Center. The complaint must be written, signed and filed within 180 days of when the alleged discrimination or harassment occurred.

[Name of District]
[Address] | [Phone]

WORKPLACE HARASSMENT REPORTING OR COMPLAINT FORM

Name of person making report/complainant: _____

Position of person making report/complainant: _____

Date of complaint: _____

Name of alleged harasser: _____

Date and place of incident or incidents: _____

Description of alleged misconduct: _____

Name of witnesses (if any): _____

Evidence of workplace harassment, i.e., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

[Name of District]
[Address] | [Phone]

WITNESS DISCLOSURE FORM

Name of Witness: _____

Position of Witness: _____

Date of Testimony/Interview: _____

Description of Instance Witnessed: _____

Any Other Information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

OSBA Model Sample Policy

Code: GBNAA/JHFF

Adopted:

Reporting Requirements for Suspected Sexual Conduct with Students *

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is not tolerated. All district employees, contractors, agents, and volunteers are subject to this policy.

“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating, hostile or offensive educational environment. “Sexual conduct” does not include touching that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

Any district employee [⁴], contractor, agent or volunteer] who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the [⁵]designated licensed administrator or the alternate designated licensed administrator for their school building. If the superintendent is the alleged perpetrator the report shall be submitted to the [licensed administrator position title] who shall report the suspected sexual conduct to the Board chair.

¹ “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

² “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

³ “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

[⁴ The following language in brackets, i.e., [, contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.]

[⁵ Senate Bill 155 (2019) requires the district to designate a licensed administrator to receive reports of suspected sexual conduct, and designate an alternate licensed administrator for each school building.]

[If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.]

When the designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) as appropriate, for investigation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will post in each school building the names and contact information of the employees^[6] designated for the school building to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;

^[6] Senate Bill 155 (2019) requires the district to designate a licensed administrator and an alternate licensed administrator for each school building.]

2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is ~~[[strongly] [discouraged]~~ [prohibited].

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 332.107
ORS 339.370 - 339.400

ORS 419B.005 - 419B.045

Senate Bill 155 (2019)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

OSBA Model Sample Policy

Code: GBNAA/JHFF-AR
Revised/Reviewed:

Suspected Sexual Conduct Report Procedures and Form *

When the designee receives a report of suspected sexual conduct that may have been committed by a person licensed¹ through Teacher Standards and Practices Commission (TSPC), the designee shall notify TSPC as soon as possible. When the designee receives a report of suspected sexual conduct that may have been committed by a person who is not licensed through TSPC, the designee shall notify the Oregon Department of Education (ODE) as soon as possible.

The district posts in each school building the names and contact information of the employees [2] in each school building designated to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

If the superintendent is the alleged perpetrator the report shall be submitted to the [licensed administrator position title] who shall refer the report to the Board chair.

When the designee receives a report of suspected sexual conduct by a district employee, and there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave³ and take necessary actions to ensure the student's safety. The employee shall remain on leave until TSPC or ODE determines that the report is substantiated and the district takes appropriate employment action against the employee, or cannot be substantiated or is not a report of sexual conduct and the district determines either: 1) an employment policy was violated and the district will take appropriate employment action against the employee; or 2) an employment policy has not been violated and an employment action against the employee is not required. The district will investigate all reports of suspected sexual conduct by persons who are licensed by the TSPC, unless otherwise requested by TSPC, and all reports of suspected sexual conduct by persons who are not licensed by TSPC, unless otherwise requested by ODE.

When the designee receives a report of suspected sexual conduct by a contractor [4], an agent or a volunteer, the district [may] [shall] prohibit the contractor, agent or volunteer from providing services to the district. If the district determines there is reasonable cause to support a report of suspected sexual conduct, the district shall prohibit the contractor, agent or volunteer from providing services. [The district may reinstate the contractor, agent or volunteer, and such reinstatement may not occur until such time as a report of suspected sexual conduct has been investigated and a determination has been made by TSPC or ODE that the report is unsubstantiated.]

¹ "License" includes a license, registration or certificate issued by the Teacher Standards and Practices Commission.

² Senate Bill 155 (2019) requires the district to designate a licensed administrator and an alternate licensed administrator for each school building.]

³ The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

⁴ The district is encouraged to duplicate this language in the contract. If the contract is with a company and the person assigned to do the work is the alleged perpetrator, the district shall notify the company and request another company employee be assigned to complete the work.]

Upon request from ODE or TSPC the district will provide requested documents or materials to the extent allowed by state and federal law.

The name, address and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

[An “investigation” means a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the person who initiated the report, the person who may have been subjected to sexual conduct, witnesses and the person who is the subject of the report, and results in a finding that the report is a substantiated report, cannot be substantiated, or is not a report of sexual conduct. If the subject of the report is a district employee represented by a contract or a collective bargaining agreement, the investigation must meet any negotiated standards of such employment contract or agreement.]

Nothing prevents the district from conducting its own investigation, unless another agency requests to lead the investigation or requests the district to suspend the investigation or taking an employment action based on information available to the district before an investigation conducted by another agency is completed. The district will cooperate with agencies assigned to conduct such investigations.

[A “substantiated report” means a report of sexual conduct that TSPC or ODE determines is founded.]

If, following the investigation, the district decides to take an employment action, the district will inform the district employee of the employment action to be taken and provide information about the appropriate appeal process. [The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement.] [The employee may appeal the employment action taken through an appeal process administered by a neutral third party.]

If the district is notified that the employee decided not to appeal the employment action or if the determination of an appeal sustained the employment action, the district shall create a record of the findings of the substantiated report and the employment action taken by the district will be placed in the records on the school employee maintained by the district. Such records created are confidential and not public records as defined in Oregon Revised Statute (ORS) 192.311, however the district may use the record as a basis for providing information required to be disclosed about a district employee under ORS 339.378(1). The district will notify the employee that information about substantiated reports may be disclosed to a potential employer.

Training

The district shall provide training each school year to district employees on the following:

1. Prevention and identification of sexual conduct;
2. Obligations of district employees under ORS 339.388 and 419B.005 - 419B.050 and under adopted board policies to report suspected sexual conduct; and
3. Appropriate electronic communications with students.

The district shall make available each school year the training described above to contractors, agents, volunteers and to parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees.

The district shall provide to contractors, agents and volunteers each school year information on the following:

1. Prevention and identification of sexual conduct;
2. Obligations of district employees under adopted board policies to report suspected sexual conduct; and
3. Appropriate electronic communications with students.

The district shall make available each school year training that is designed to prevent sexual conduct to students attending district-operated schools.

[Name of School District]

SUSPECTED SEXUAL CONDUCT REPORT FORM

Name of person making report: _____

Position of person making report: _____

Name of person suspected of sexual conduct: _____

Date and place of incident or incidents: _____

Description of suspected sexual conduct: _____

Name of witnesses (if any): _____

Evidence of suspected sexual conduct, e.g., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

[Name of School District]

WITNESS DISCLOSURE FORM

Name of witness: _____

Position of witness: _____

Date of testimony/interview: _____

Description of instance witnessed: _____

Any other information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

OSBA Model Sample Policy

Code: JHFF/GBNAA
Adopted:

Reporting Requirements for Suspected Sexual Conduct with Students *

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is not tolerated. All district employees, contractors, agents, and volunteers are subject to this policy.

“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating, hostile or offensive educational environment. “Sexual conduct” does not include touching that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

Any district employee [⁴], contractor, agent or volunteer] who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the [⁵]designated licensed administrator or the alternate designated licensed administrator for their school building. If the superintendent is the alleged perpetrator the report shall be submitted to the [licensed administrator position title] who shall report the suspected sexual conduct to the Board chair.

¹ “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

² “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

³ “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

[⁴ The following language in brackets, i.e., [, contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.]

[⁵ Senate Bill 155 (2019) requires the district to designate a licensed administrator to receive reports of suspected sexual conduct, and designate an alternate licensed administrator for each school building.]

[If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.]

When the designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) as appropriate, for investigation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will post in each school building the names and contact information of the employees^[6] designated for the school building to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;

[⁶ Senate Bill 155 (2019) requires the district to designate a licensed administrator and an alternate licensed administrator for each school building.]

2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is ~~[[strongly] [discouraged]~~ [prohibited].

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

ORS 332.107
ORS 339.370 - 339.400

ORS 419B.005 - 419B.045

Senate Bill 155 (2019)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

OSBA Model Sample Policy

Code: JHFF/GBNAA-AR
Revised/Reviewed:

Suspected Sexual Conduct Report Procedures and Form *

When the designee receives a report of suspected sexual conduct that may have been committed by a person licensed¹ through Teacher Standards and Practices Commission (TSPC), the designee shall notify TSPC as soon as possible. When the designee receives a report of suspected sexual conduct that may have been committed by a person who is not licensed through TSPC, the designee shall notify the Oregon Department of Education (ODE) as soon as possible.

The district posts in each school building the names and contact information of the employees^[2] in each school building designated to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

If the superintendent is the alleged perpetrator the report shall be submitted to the [licensed administrator position title] who shall refer the report to the Board chair.

When the designee receives a report of suspected sexual conduct by a district employee, and there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave³ and take necessary actions to ensure the student's safety. The employee shall remain on leave until TSPC or ODE determines that the report is substantiated and the district takes appropriate employment action against the employee, or cannot be substantiated or is not a report of sexual conduct and the district determines either: 1) an employment policy was violated and the district will take appropriate employment action against the employee; or 2) an employment policy has not be violated and an employment action against the employee is not required. The district will investigate all reports of suspected sexual conduct by persons who are licensed by the TSPC, unless otherwise requested by TSPC, and all reports of suspected sexual conduct by persons who are not licensed by TSPC, unless otherwise requested by ODE.

When the designee receives a report of suspected sexual conduct by a contractor^[4], an agent or a volunteer, the district [may] [shall] prohibit the contractor, agent or volunteer from providing services to the district. If the district determines there is reasonable cause to support a report of suspected sexual conduct, the district shall prohibit the contractor, agent or volunteer from providing services. [The district may reinstate the contractor, agent or volunteer, and such reinstatement may not occur until such time as a report of suspected sexual conduct has been investigated and a determination has been made by TSPC or ODE that the report is unsubstantiated.]

¹ "License" includes a license, registration or certificate issued by the Teacher Standards and Practices Commission.

^[2] Senate Bill 155 (2019) requires the district to designate a licensed administrator and an alternate licensed administrator for each school building.]

³ The district employee cannot be required to use any accrued leave during the imposed paid administrative leave.

^[4] The district is encouraged to duplicate this language in the contract. If the contract is with a company and the person assigned to do the work is the alleged perpetrator, the district shall notify the company and request another company employee be assigned to complete the work.]

Upon request from ODE or TSPC the district will provide requested documents or materials to the extent allowed by state and federal law.

The name, address and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

[An “investigation” means a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the person who initiated the report, the person who may have been subjected to sexual conduct, witnesses and the person who is the subject of the report, and results in a finding that the report is a substantiated report, cannot be substantiated, or is not a report of sexual conduct. If the subject of the report is a district employee represented by a contract or a collective bargaining agreement, the investigation must meet any negotiated standards of such employment contract or agreement.]

Nothing prevents the district from conducting its own investigation, unless another agency requests to lead the investigation or requests the district to suspend the investigation, or taking an employment action based on information available to the district before an investigation conducted by another agency is completed. The district will cooperate with agencies assigned to conduct such investigations.

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If, following the investigation, the district decides to take an employment action, the district will inform the district employee of the employment action to be taken and provide information about the appropriate appeal process. [The employee may appeal the employment action taken through the appeal process provided by the applicable collective bargaining agreement.] [The employee may appeal the employment action taken through an appeal process administered by a neutral third party.]

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The district shall make available each school year the training described above to contractors, agents, volunteers and to parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees.

The district shall provide to contractors, agents and volunteers each school year information on the following:

1. Prevention and identification of sexual conduct;
2. Obligations of district employees under adopted board policies to report suspected sexual conduct;
and
3. Appropriate electronic communications with students.

The district shall make available each school year training that is designed to prevent sexual conduct to students attending district-operated schools.

[Name of School District]

SUSPECTED SEXUAL CONDUCT REPORT FORM

Name of person making report: _____

Position of person making report: _____

Name of person suspected of sexual conduct: _____

Date and place of incident or incidents: _____

Description of suspected sexual conduct: _____

Name of witnesses (if any): _____

Evidence of suspected sexual conduct, e.g., letters, photos, etc. (attach evidence if possible): _____

Any other information: _____

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

[Name of School District]

WITNESS DISCLOSURE FORM

Name of witness: _____

Position of witness: _____

Date of testimony/interview: _____

Description of instance witnessed: _____

Any other information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____