

**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD AGENDA
Lebanon School District Office
485 S. 5th St. Lebanon, OR 97355
September 10, 2015**

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A. CALL TO ORDER/WELCOME/FLAG SALUTE– 6:00 p.m. District Office Board Room

Liz Alperin
Richard Borden
Jerry Williams
Michael Martin
Russ McUne

B. BOARD MEMBERS OATH OF OFFICE – Liz Alperin

1. Richard Borden

C. BOARD REORGANIZATION

1. **Action:** Election of Board Chair and Vice Chair for 2015-2016

D. AUDIENCE COMMENTS

This is a time for citizens to address the Board. The Chair will recognize speaker(s) at the designated time. All speakers should identify themselves and state their name before speaking. Speakers are asked to write their name, address, and phone number. Each speaker will be allowed 3 minutes.

E. GOOD NEWS

1. **Recognition:** Roseanne Hartness
2. **Report:** Foundation Mini Grant/Maureen Seifert
3.

F. PURSUING EXCELLENCE

1. **Report:** School Improvement Plan/Tonya Cairo (Enclosure F-1)
2. **Report:** School Improvement Plan/ Tami Volz (Enclosure F-2)

G. GENERAL BUSINESS

1. **Action:** Adopt Board Policies on 2nd Reading (Enclosures G-1)

- AC - Nondiscrimination
- GBK/JFCG/KGC - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
- JECB - Admission of Nonresident Students
- JEDA - Truancy
- JG - Student Discipline
- JGD – Suspension
- JGE - Expulsion
- JHCDA - Prescription Medication
- KGB - Public Conduct on District Property
- KGB/GBK/JFCG - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
- KL - Public Complaints

H. FINANCE

1. **Report:** Financial Update (Enclosure H-1)

I. HUMAN RESOURCES

J. OPERATIONS

K. CONSENT AGENDA

1. **Action:** Approve August 20, 2015 Board Minutes (Enclosure K-1)
2. **Action:** Approve Hiring Steven Hoke, Elective Teacher Seven Oak, Temporary 15-16
3. **Action:** Approve Hiring Mark Munger, Physical Ed. Cascades, .50 FTE
4. **Action:** Approve Hiring Brenda Geoghegan, Special Education, Seven Oak

L. BOARD OF EDUCATION TIME/DISCUSSION

M. BOARD COMMUNICATION

N. SUPERINTENDENT COMMUNICATION

O. ADJOURN INTO EXECUTIVE SESSION UNDER: ORS 192.660 (2)(d) – *To conduct deliberations with persons designated by the governing body to carry on labor negotiations. Since 1997, labor negotiations between the board and union have been held in open session unless both parties agree to executive sessions.*

The Lebanon Community School District Board of Directors welcomes you to our regular meeting. It is the Board's desire to hold an effective and efficient meeting to do the business of the District. In keeping with that objective the Board provides a place for AUDIENCE COMMENTS on each of its regular agendas. This is a time when you can provide statements or ask questions. The Board allows three minutes for each speaker. The following quote is instructive to the Board and its visitors.

"The Public Meetings Law is a public attendance law, not a public participation law. Under the Public Meetings Law, governing body meetings are open to the public except as otherwise provided by law. ORS 192.630 The right of public attendance guaranteed by the Public Meetings Law does not include the right to participate by public testimony or comment."

"Other statutes, rules, charters, ordinances, and bylaws outside the Public Meetings Law may require governing bodies to hear public testimony or comment on certain matters. But in the absence of such a requirement, a governing body may conduct a meeting without any public participation. Governing bodies voluntarily may allow limited public participation at their meetings."

Oregon Attorney General's Administrative Law Manual and Uniform and Model Rules of Procedure under the Administrative Procedures Act. Hardy Myers, Attorney General, March 27, 2000.

Pioneer School Improvement Plan

(Enclosure F-1)

SCHOOL IMPROVEMENT LITERACY GOAL
Pioneer 2015-16
Updated August 12, 2015

2014-15 SBAC Performance	Level	Percent or Percentile	Growth Percentile	2015-16 Target	Level	Percent or Percentile	Growth Target
Academic Achievement	N/A	48% (L3 M & L4 E) 30% (L2 NM) 22% (L1 N)	42%ile	Academic Achievement	N/A	53% (L3 M & L4 E) 30% (L2 NM) 17% (L1 N)	N/A
Academic Growth	N/A	N/A	N/A	Academic Growth	N/A	N/A	N/A
Subgroup Growth: Econ Disadvantage SPED Hispanic/Latino	N/A N/A N/A	42% 17% 71%	42%ile 37%ile 47%ile	Subgroup Growth: Econ Disadvantage SPED Hispanic/Latino	N/A N/A N/A	48% 22% 75%	N/A N/A N/A

Grade	% by:	% BM			% Strat			% Int			Target % BM		Target % Strat		Target % Int	
		Fall	Win	Spr	Fall	Win	Spr	Fall	Win	Spr	Win	Spr	Win	Spr	Win	Spr
K	Risk															
1	Risk															
2	Risk															
3	Risk															
4	Risk															
5	Risk															
6	Risk															
7	Risk															
8	Risk															

Desired percentages: Benchmark – 80%, Strategic – 15%, Intensive – 5%

guide the building's literacy work and review student achievement and team goals.	Feb. 3 Apr. 2 May 4 June 1	Teacher, Sped, Teacher	EasyCBM, MAPS, CPAS data. PD on feedback.		Learning) strategies while reviewing quarterly data.
Action 7: The RTI team will meet monthly to analyze K-5 data using easyCBM benchmarking, progress monitoring, screeners and diagnostic data and 6-8 MAP data and Skills Navigator progress monitoring to determine appropriate placement of students into small groups and intervention groups for reading instruction for students identified as strategic or intensive.	K-1 1 st Tuesday of the Month 2-3 2 nd Tuesday of the Month 4-5 3 rd Tuesday of the Month 6-8 4 th Tuesday of the Month	Administrati on, RTI Leader, Title, Sped, teachers	<ul style="list-style-type: none"> • SBAC, OAKs, EasyCBM K-5, MAP data for 6-8, RTI paperwork, • Easycbm training for Title and Title IA September 3 • Skills Navigator Training Aug. 25th • Maps Training 6th-8th Sept. 30th. 		<p>Meet with Skills Navigator for training on Aug. 25th (6-8).</p> <p>Train Title and Title IA in EasyCBM Sept. 3.</p> <p>Train 6th -8th grade teachers in MAPs.</p> <p>RTI Team trains classroom teachers K-5 for Tuesdays in September (Screener, EasyCBM fluency measures, Completing and uploading RTI paperwork..</p>
Action 8: Teachers will support students in developing student goals, communicating those goals to families at conferences (or mailed with report cards) and reviewing/adjusting those goals before and after each assessment period. <ul style="list-style-type: none"> • EasyCBM dates: <ul style="list-style-type: none"> ◦ Aug. 31 to Sept. 21 ◦ Jan. 19 to Feb. 22 ◦ April 2 to May 31 • MAP dates <ul style="list-style-type: none"> ◦ August ◦ Feb. 1 to Feb. 29 SBAC Incentive ELA: April	Quarterly	Teachers	<ul style="list-style-type: none"> • BIG 5 Posters, • Grade Level Student Goals record and reflection sheet 		Create grade level consistency with all staff in developing, reviewing, and communicating student goals/reflection /next steps while monitoring progress and implementation.
Action 9: Begin to implement AVID 6th-8th with a focus on Planners, Binders, and positive focused Feedback..	Daily	Principal, Assistant Principal,	Attend AVID conference in July and PD for 6-8 on district Early Release Days.		<ul style="list-style-type: none"> • Organized summer boot camp. (Gear-Up) - Aug. 31st • Create 5 year implementation plan.

SCHOOL IMPROVEMENT MATH GOAL
Pioneer 2015-16
Updated August 12, 2015

2014-15 SBAC Performance	Level	Percent or Percentile	Growth Percentile	2015-16 Target	Level	Percent or Percentile	Growth Target
Academic Achievement	N/A	43% (L3-M & L4-E) 33% (L2-NM) 24% (L1-N)	44%ile	Academic Achievement	N/A	50% (L3-M & L4-E) 30% (L2-NM) 20% (L1-N)	N/A
Academic Growth	N/A	N/A	N/A	Academic Growth	N/A	N/A	N/A
Subgroup Growth: Econ Disadvantage SPED Hispanic/Latino	N/A N/A N/A	37% 28% 41%	44%ile 35%ile 46%ile	Subgroup Growth: Econ Disadvantage SPED Hispanic/Latino	N/A N/A N/A	44% 32% 45%	N/A N/A N/A

Grade	% by:	% BM			% Strat			% Int.			Target % BM		Target % Strat		Target % Int.	
		Fall	Win	Sp	Fall	Win	Sp	Fall	Win	Sp	Win	Sp	Win	Sp	Win	Sp
K	Risk															
1	Risk															
2	Risk															
3	Risk															
4	Risk															
5	Risk															
6	Risk															
7	Risk															
8	Risk															

Desired percentages: Benchmark - 80%, Strategic - 15%, Intensive - 5%

groups for math instruction for students identified as strategic or intensive.	6-8 4 th Tuesday of the Month		Skills Navigator Training Aug. 25th Maps Training 6th-8th Sept. 30th. SBAC, EasyCBM, MAP data, RTI paperwork,		RTI Team trains classroom teachers K-5 for Tuesdays in September (Screener, EasyCBM fluency measures, Completing and uploading RTI paperwork.
Action 6: Teachers will support students in developing student goals, communicating those goals to families and reviewing/adjusting those goals before and after each assessment period. EasyCBM dates: <ul style="list-style-type: none"> • Aug. 31 to Sept. 21 • Jan. 19 to Feb. 22 • April 2 to May 31 MAP dates <ul style="list-style-type: none"> • August • Feb. 1 to Feb. 29 SBAC Incentive Days: May	Quarterly	Teachers/Title	<ul style="list-style-type: none"> • BIG 5 Posters, • Student Goals and Reflection record sheet 		Create grade level consistency with all staff in developing, reviewing, and communicating student goals/reflection /next steps while monitoring progress and implementation.
Action 7: Outside the core math time, teachers will utilize Kim Sutton, Digging into Math, IXL Adaptive Mind, Xtramath and Skills Navigator as supplements for math support and to enhance the core curriculum.	Daily	Teachers/Title staff and SPED staff	Kim Sutton, Digging into Math, IXL, Xtra Math, Skills Navigator • Skills Navigator Training Aug. 25th		• Skills Navigator Training Aug. 25th • Additional music will provide math support for grades 2-3 through math lyrics.

Specific Measurable Aligned Results Driven Timely

Robin's new role as support for behavior,

Highlights

- Focus on CFAs
- Social Emotional Learning (Mindset) to increase student ownership & motivation
- Skills Navigator
- Music 2-3 to support math Fluency

meeting and determines students in need of Yellow Zone interventions (CICO) and reviews data monthly. (Lv 2)			{ClassDojo/Live School}		
Action 5: Behavior Team meets weekly to review SWIS data for strategic and intensive students (yellow/red zone) to monitor and adjust plans and communicate with students and families	Weekly Friday 8:15am	Administration and behavior specialists	SWIS, CICO, attendance, FBAs, and Behavior Plans		Establish meeting agenda: <ul style="list-style-type: none"> • SWIS CICO • SWIS 6+ last month • SWIS 6+ year
Action 6: Behavior Team determines students in need for Intensive support (FBAs, Behavior Plans, Support plans).	As needed	Administration and behavior specialists	SWIS, CICO, attendance, FBAs, and Behavior Plans		<ul style="list-style-type: none"> • Review Fall entrance plan for tutoring kids - mtg. est. Aug. 26th. • Set up CICO cards for returning red zone students.
Action 7: Staff determines regular incentive activities for all students. <ul style="list-style-type: none"> • Rewards for ClassDojo K-5/Live School 6-8 points • Scholar dollars • BINGO • Dance, movie night, scholar dollar store • Student of the month • Virtue winners of the week • Pioneer prides (announced daily) • Tokens 	Quarterly	All staff	<ul style="list-style-type: none"> • Incentive funds and staff support • Class/Grade Level Matrix 		<ul style="list-style-type: none"> • Est. in August: Class/Grade Level/BM: Matrix and PBIS Incentive Calendar
Action 8: Staff will celebrate student growth and success concerning behavior and attendance. <ul style="list-style-type: none"> • Individual daily celebrations with ClassDojo/LiveSchool Points, scholar dollars, pioneer pride. • Group daily and weekly celebrations with tokens. • Individual weekly Virtue Award. 	Monthly	All staff	Staff and student certificates, pride slips, scholar dollars, ClassDojo/LiveSchool points, student of the month, Holy Cow.		<ul style="list-style-type: none"> • Set up and train staff in the use of ClassDojo. • Create google document for teachers to enter names for awards.

Cascades School
Improvement Plan
Principal Tami Volz

(Enclosure F-2)

Action #	Action Details	Timeline	Staff Responsible	Resources Needed
1	All Teachers will collaboratively plan for instruction. This will be accomplished through a combination of professional development with all staff and the clear expectations of the Professional Learning Communities that will be refined during the 15-16 school year. We would like to adopt many of the strategies from Keating-Eaker	15-16 school year, planning for leadership team on: Aug. 24th, Oct. 9th, Jan.	Administrator and leadership team	Substitutes for visitation and planning for leadership team
2	We will hire additional IA staffing to support the Literacy intervention program.	15-16 school year	Administrator	\$20,000
3	Teachers will meet in PLC's and focus on common formative assessments at least once/month focusing on ELA instruction. 2.3 task 3, TL 4.2.task 1 & # and 4.3 task 1	2015-16 School year	Administration with support from ODE Coach	Grade level groups substitute
4	Create an agreed upon small group lesson plan that teachers create and IA's and teachers implement.	Fall, 2015	Building Literacy Team	Building Literacy Team time to create and monitor
5	Engagement strategies will be emphasized through walkthrough observations and feedback to teachers. Using the agreed upon walk-through form created during the 15-16 school year	By December 2015	Building Literacy Team	Time to meet
6	Hire a literacy coach to support all teachers in implementing sound reading strategies. Provide leadership support to the specialists (Title and Sped) and the administration.	Fall, 2015	Administration	\$11,000
7	Create a process for those students who are not meeting intervention outcomes by establishing an individual problem-solving team meeting that will identify a 4th level of intervention. Need to identify a Task.	Fall, 2015	Building Lit. Team	time during the Rtl data team meetings
8	Create and implement a Professional Development plan for the Instructional Assistants	Created- fall 2015 and fully implemented by Spring, 2016	Building Lit. Team	Time to work for the IA's.

Action #	Action Details	Timeline	Staff Responsible	Resources Needed
1	Create and/or identify, administer and analyze common formative assessments through the PLC process to plan and implement effective core math instruction. EE 2.4 task 5, TL 4.2 task 1 & 3, 4.3 task 1	2015 - 2016	All	Time for teachers to meeting in PLCs
2	Develop and systematically implement an RtI model for addressing student learning needs at tiers II & III, this includes extra time for learning through small group pull outs and Wed. Academy	Fall , 2015	Administrator, math interventionist and math IA	Salary
3	We will hire additional IA staffing to support the math intervention program. To ensure each grade level will have 30 minutes of differentiated math instruction in addition to the 60 minutes of whole group math instruction	fall, 2015	Administrator, math interventionist and math IA	\$20,000 grant funds
4	We will review the "Do the Math" program to expand to our yellow zone and non-sped Tier III students.	fall, 2015	Math Leadership Team	time for the MLT to meet and evaluate
5	In order to maximize our assessments and increase student's access to productive online learning, we will purchase chromebooks for the classrooms. Our goal is to have a chromecart/classroom. The students will be able to take the EasyCBM assessments and SBAC as well as work in differentiated math groups using DreamBox.	Fall 2015	Administrator, math interventionist and math IA	Approx. \$12,000 (for 2 chromecarts and computers
6	Purchase the Skills Navigator progress monitoring tool from NWEA. The students who are receiving specific instruction in math intervention groups will be progress monitored and the data will be shared at our regular RtI data team meetings.	Fall, 2015	Administrator	\$200.00
7	Oregon RtI Conference?	Spring	Leadership team	Lodging and Food

Action #	Action Details	Timeline	Staff Responsible	Resources Needed
1	Develop and systematically implement an RtI model for PBIS. The PBIS team and staff will establish a school-wide PBIS model that focuses on a tiered approach to behavior support. School-wide, classroom, and individual systems will be defined and effectively implemented over a one to three year period. EE 2.4 taks 5, 2.5 tasks 1 -2 & TL Task 1 & TL 4.4 Task 1	2015-16 school year	PBIS leadership team	Time for staff to meet and plan
	* Good behavior game Professional Development and implementation	Sept. 23, 2015	Sped director and Principal	Good Behavior Game Kits \$295.00
	* Using the Classroom management and playground supervision video resources to guide staff through meaningful conversations	During the Early Wed. once/month	PBIS leadership team	Professional development funds
	* Yellow zone guidelines and expectations resulting in consistent behavior intervention plans. Which includes supporting classroom behavior strategies and monitoring BIP's implementation and affectiveness	Weekly	Lisa, Wendi, Carmen, Maddie, Tami, SA and the representative teacher	Time for the yellow zone team to meet
	* Red Zone guidelines and expectations defined with the additional behavior support specialist	Bi-weekly or as needed	Counselor, district support and Behavior IA's	
2	The PBIS leadership team will meet during the summer to establish the expectations and professional development for the year.	Aug. 12th, 2015	PBIS leadership team	\$500.00 to compensate staff working on non-contract days
3	Create a meaningful Incentive program that encourages students to exhibit green zone behavior expectations of the school.	Review monthly	PBIS leadership team	
4	College and Career Readiness with AVID. The counselor and 5th grade teachers will ensure that our students have a successful transition plan from the 5th grade to the 6 the grade. These efforts will include some teacher observations and professional development provided by the district and materials to communicate with families.	2015-16 school year	5th grade teachers	2 substitute days for the middle school observations and visit to model schools
5	The Family Involvement Team (FIT) consisting of the Title Teacher, Family Liaison, Administration and PTO representative will ensure that all official documents will be officially reviewed and disseminated to families. Through the Tuesday folder there is two-way communication	2015-16 School year	PBIS Leadership team &	\$10,000

Lebanon Community Schools

Code: AC
Adopted: 6/16/09
Readopted: 2/4/10
Orig. Code(s): AC

Nondiscrimination

The district shall ~~promote~~ prohibits nondiscrimination and an environment free of harassment based on any basis protected by law, including but not limited to, an individual's perceived or actual race, color, religion, sex, sexual orientation¹, national or ethnic origin, marital status, age ~~or~~, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, ~~or~~ mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status of any other persons with whom the individual associates.

~~In keeping with requirements of federal and state law,~~ The district strives to remove any vestige of prohibits discrimination and harassment, including but not limited to, in employment, assignment and promotion of personnel; in educational opportunities and services offered students; in student assignment to schools and classes; in student discipline; in location and use of facilities; in educational offerings and materials; and in accommodating the public at public meetings.

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

The superintendent shall appoint and make known the individuals to contact on issues concerning the Americans with Disabilities Act of 1990 and Americans with Disabilities Act Amendments Act of 2008 (ADA), Section 504 of the Rehabilitation Act of 1973, Title VI, Title VII, Title IX and other civil rights or discrimination issues². The district will publish grievance/complaint procedures providing for prompt and equitable resolution of complaints from students, and employees and the public ~~complaints~~.

~~Federal civil rights laws~~ The district prohibits retaliation and discrimination against an individual because he/she who has opposed any discrimination act or practice; or because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and ADA further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising the any rights guaranteed under the ~~Act~~ state and federal law.

END OF POLICY

Legal Reference(s):

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

²Districts are reminded that the district is required to notify students and employees of the name, office address and telephone number of the employee or employees appointed.

ORS 174.100
ORS 192.630
ORS 326.051(1)(e)
ORS 342.934(3)
ORS 659.805
ORS 659.815
ORS 659.850 to -860
ORS 659.865
ORS 659.870
ORS 659A.003
ORS 659A.006

ORS 659A.009
ORS 659A.029
ORS 659A.030
ORS 659A.04340
ORS 659A.103100 to -145
ORS 659A.109
ORS 659A.112 to -659A.139
ORS 659A.142
ORS 659A.145
ORS 659A.233
ORS 659A.236

ORS 659A.309
ORS 659A.321
ORS 659A.409

OAR 581-015-0054
OAR 581-021-0045
OAR 581-021-0046
OAR 581-021-0049
OAR 581-022-1140
OAR 839-003-0000

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2006).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2006); 29 C.F.R Part 1626 (2006).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2006).
Rehabilitation Act of 1973, 29 U.S.C. §§ 503, 791, 793-794 (2006).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2006); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2006).
Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2006).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2006).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Americans with Disabilities Act Amendments Act of 2008.
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, 38 U.S.C. § 4212.
Title II of the Genetic Information Nondiscrimination Act of 2008.

Lebanon Community Schools

Code: GBK/JFCG/KGC
Adopted: 8/1/05
Readopted: 9/16/10, 5/19/11
Orig. Code(s): GBK/JFCG/KGC

~~Tobacco-Free Environment~~ Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems (Version 2)

The Board recognizes its responsibility to promote the health, welfare and safety of students, staff and others on district property and at school-sponsored activities. ~~In light of scientific evidence that use of tobacco is hazardous to health, and to be consistent with district curriculum and Oregon law, it is the intent of the Board to establish a tobacco-free environment.~~ The Board wishes to establish a school and working environment that is free of smoke, aerosols and vapors containing inhalants. Consequently, ~~s~~Student possession, use, distribution or sale of tobacco products or inhalant delivery systems, including any smoking or use of an inhalant delivery device, on district premises, at school-sponsored activities on or off district premises, in district-owned, rented or leased vehicles, on all district grounds, including parking lots or otherwise, while the student is under the jurisdiction of the school district, is prohibited.

~~Tobacco~~ Use, distribution or sale of tobacco products or inhalant delivery systems by staff on district property, including parking lots, at district-sponsored events, in district-owned, rented or leased vehicles or otherwise while on duty on or off district premises is prohibited. ~~Tobacco~~ Use, distribution or sale of tobacco products or inhalant delivery systems by others on district property, in district vehicles or at district-sponsored events, on or off district premises, on all district grounds, including parking lots, is also prohibited. Staff and/or all others authorized to use any private vehicles to transport district students to school-sponsored activities are prohibited from using tobacco products or inhalant delivery systems in those vehicles while students are under their care.

For the purpose of this policy, "tobacco products" is defined to include, but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, also known as smokeless, dip, chew, or snuff, in any form, ~~nicotine or nicotine delivering devices, chemicals or devices that produce the physical effect of nicotine substances or any other tobacco substitute (e.g., e-cigarettes).~~

For the purpose of this policy "inhalant delivery system" means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device or a component of a device; or a substance in any form sold for the purpose of being vaporized or aerosolized by a device whether the component or substance is sold or not sold separately. This does not include USFDA-approved nicotine replacement tobacco products or other therapy products used marked and sold solely for the approved purpose of cessation.

Clothing, bags, hats and other personal items used by staff and students to display, promote or advertise tobacco or inhalant delivery system products are prohibited on all district grounds, including parking lots, at school-sponsored activities or in district vehicles. ~~Tobacco~~ Advertising is prohibited in all school-sponsored publications, in all school buildings, on district grounds, including parking lots, and at all

~~Tobacco-Free Environment~~ Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems - GBK/JFCG/KGC

school-sponsored events. District acceptance of gifts or funds from the tobacco products and inhalant delivery system industries is similarly prohibited.

Student violations of this policy will lead to disciplinary action up to and including expulsion. Students may also be subject to removal from any or all extracurricular activities and/or denial or forfeiture of school honors or privileges (e.g., valedictorian, salutatorian, student body, class or club office positions, field trips, senior trip, prom, etc.). School and/or community service may be required. A referral to law enforcement shall be made. Parents shall be notified of all violations involving their student and action taken by the school.

~~Staff violations of this policy will lead to disciplinary action up to and including dismissal.~~ When considering disciplinary action for a child with disabilities, the district must follow the requirements of Board policy JGDA/JGEA - Discipline of Students with Disabilities, including those involving functional behavioral assessment, change of placement, manifestation determination, and an interim alternative educational setting.

Staff violations of this policy will lead to disciplinary action up to and including dismissal.

Violations by others will result in appropriate sanctions as determined and imposed by the superintendent or the Board.

Information about community resources and/or cessation programs to help staff and students overcome tobacco use will be provided.

The district will promote cessation resources and other positive alternatives to discipline. Tobacco use cessation programs may be established at district schools. Attendance or completion of tobacco use cessation programs by students may be allowed as a substitute to, or as a part of student discipline for possession, use, distribution or sale of tobacco products or inhalant delivery systems at the discretion of the principal. Attendance at cessation programs not offered by the district is voluntary and related costs are the individual responsibility of the staff member, student and his/her parent and private health care system.

As part of the district's tobacco use prevention activities, the superintendent shall ensure that tobacco use instructional programs as recommended by the Oregon Department of Human Services, Health Services, Tobacco Prevention and Education Program and the Oregon Department of Education, are an integral part of its drug and alcohol prevention curriculum. Programs must be integrated within the health education program and age- and developmentally-appropriate instruction provided at every level, pre-kindergarten through grade 12, with particular emphasis on grades 6 through 8. It is the expectation of the Board that tobacco use prevention concepts will be integrated into the instruction of other subject areas as practicable.

Staff responsible for teaching tobacco use prevention will be encouraged to collaborate with agencies and groups that conduct tobacco use prevention education and to participate in ongoing professional development activities that provide basic knowledge about the effects of use of tobacco products, effective instructional techniques and program-specific activities.

The superintendent shall consult with local officials to promote enforcement of law that prohibits the use or possession of tobacco products or inhalant delivery systems by minors on or off district grounds.

This policy shall be enforced at all times. The superintendent will develop administrative regulations as necessary to implement this policy, including provisions for notification of the district's policy, through such means as student/parent and staff handbooks, newsletters, inclusion on school event programs, signs at appropriate locations; disciplinary consequences; and procedures for filing and handling complaints about violations of the district's policy.

The superintendent shall ensure that the district's ~~tobacco~~ use prevention program, policies, curricula, training and cessation programs are evaluated at regular intervals. The input of students, staff, parents and others from the community will be encouraged.

END OF POLICY

Legal Reference(s):

ORS 167.400
ORS 332.107
ORS 336.222
ORS 336.227
ORS 339.240
ORS 339.250
ORS 339.883

ORS 431.840
ORS 433.835 to -433.990

OAR 581-021-0050 to -0075
OAR 581-021-0110
OAR 581-022-0413
OAR 581-053-0015

OAR 581-053-0230(9)(s)
OAR 581-053-0330(1)(m)
OAR 581-053-0430(12)
OAR 581-053-0531(11)
OAR 581-053-0630

Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2006).

Admission of Nonresident Students

The district may enroll nonresident students as follows:

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

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

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

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

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

If the number of students seeking consent exceeds the number of spaces, the Board will use an equitable lottery selection process. The process may give priority to students who have siblings currently enrolled in the district; to students who previously received consent for admission and because of a change in legal residence; or to students who attended a public charter school located in the same district in which the student seeks to attend, for three consecutive years, completed the highest grade offered by the public charter school and did not enroll and attend school in another district following completion of that highest grade in the public charter school. ~~For the 2014-2015 school year only, this process may also give priority to nonresident students who received consent from the Board for the 2013-2014 school year.~~

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

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

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

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

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

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

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

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

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

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

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

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

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

END OF POLICY

Legal Reference(s):

ORS 109.056

ORS 327.006

ORS 329.485

ORS 335.090

ORS 339.115 to -339.133

ORS 339.141

ORS 339.250

ORS 343.221

ORS 433.267

Letter Opinions, Office of the OR Attorney General (March 15, April 18, June 30 1988).
OR. DEP'T OF EDUC., ODE EXECUTIVE MEMORANDA 23-1988-89, 42-1994-95.

Lebanon Community Schools

Code: JEDA
Adopted: 6/15/98
Readopted: 1/20/11
Orig. Code(s) JEDA

Truancy (Version 2)

Truancy is defined as absence from school without permission.

The district believes irregular attendance is one of the factors associated with student failure and frustration with the school experience. A fundamental purpose for insisting on punctual, regular school attendance is to help each student develop habits of responsibility.

With these beliefs in mind, the district will develop procedures that foster a partnership with parents in the early detection of truancy, related counseling and appropriate consequences¹.

END OF POLICY

Legal Reference(s):

ORS 339.040 to -339.090

ORS 339.240

ORS 339.250

OAR 581-021-0050 to -0075

R3/07/026/25/15 | MWPH

¹Expulsion may not be used to address truancy. (ORS 339.250(2)(b)(B))

Student Discipline**

Discipline in the district is based upon a philosophy designed to produce behavioral changes that will enable students to develop the self-discipline necessary to remain in school and to function successfully in their educational and social environments.

The major objectives of the district discipline program are to teach the following fundamental concepts for living:

1. Understanding and respect for individual rights, dignity and safety;
2. Understanding and respect for the law, Board policies, administrative regulations and school rules;
3. Understanding of and respect for public and private property rights.

The Board seeks to ensure a school climate which is appropriate for learning and which assures the safety and welfare of personnel and students. The superintendent will develop administrative regulations whereby those students who disrupt the educational setting or who endanger the safety of others, will be offered corrective counseling and be subject to disciplinary sanctions that are age appropriate, and to the extent practicable, that uses approaches that are shown through research to be effective.

The district shall enforce consistently, fairly and without bias all student conduct policies, administrative regulations and school rules.

A student whose conduct or condition is seriously detrimental to the school's best interests may be suspended or expelled in accordance with Board policies and administrative regulations. Students may be expelled for any of the following circumstances: a) when a student's conduct poses a threat to the health or safety of students or employees; b) when other strategies to change the student's behavior have been ineffective, except that expulsion may not be used to address truancy; or c) when required by law. The district shall consider the age of the student and the student's past pattern of behavior prior to imposing the suspension or expulsion. Such policies and regulations. The district will ensure careful consideration of the rights and needs of the individual concerned, as well as the best interests of other students and the school program as a whole.

The use of out-of-school suspension or expulsion for discipline of a student in the fifth grade or below, is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator's observation or upon a report from an employee, the student's conduct poses a threat to the health or safety of students or employees; or

3. When the suspension or expulsion is required by law.

When an out-of-school suspension is imposed on a student, the district shall take steps to prevent the recurrence of the behavior that led to the out-of-school suspension, and return the student to a classroom setting to minimize the disruption of the student's academic instruction.

Parents, students and employees shall be notified by handbook, code of conduct or other document of acceptable behavior, behavior subject to discipline and the procedures to address behavior and the consequences of that behavior. These procedures will include a system of consequences designed to correct student misconduct and promote acceptable behavior.

END OF POLICY

Legal Reference(s):

ORS 243.650
ORS 332.061
ORS 332.072

ORS 332.107
ORS 339.115
ORS 339.240 to -339.280

OAR 581-021-0045
OAR 581-021-0050 to -0075

Lebanon Community Schools

Code: JGD
Adopted: 6/15/98
Readopted: 1/20/11
Orig. Code: JGD

Suspension**

The Board authorizes student suspension for one or more of the following reasons:

1. Willful violation of Board policies, administrative regulations or school rules;
2. Willful conduct which materially and substantially disrupts the rights of others to an education;
3. Willful conduct which endangers the student, other students or staff members;
4. Willful conduct which endangers damages or injures district property.

Students and parents are given notice of possible discipline actions resulting from student misconduct that may result in suspension in the *Student/Parent Handbook* code of conduct made available by the district.

Each suspension will include a statement of the reasons for suspension, the length of the suspension, and a plan for readmission and may include a plan for the student to make up school work. No suspension shall extend beyond 10 school days. Every reasonable and prompt effort must be made to notify the parents of suspended students. The district may require a student to attend school during nonschool hours as an alternative to suspension.

In emergency situations that are a result of risk to health and safety, the district may postpone the suspension notice process above until the emergency condition has passed.

Students who are suspended may not attend after-school activities and athletic events, be present on district property without a parent or participate in activities directed or sponsored by the district.

Suspensions may be appealed to the Board.

END OF POLICY

Legal Reference(s):

ORS 339.240
ORS 339.250

OAR 581-021-0050 to -0075
OAR 581-021-0065

R4/04/036/25/15 | MWPH

Suspension** - JGD

(Enclosure G-1)

1-1

Lebanon Community Schools

Code: JGE
Adopted: 8/20/01
Readopted: 1/20/11
Orig. Code(s): JGE

Expulsion**

A principal, after reviewing available information, may recommend to the superintendent that a student be expelled. Expulsion of a student shall not extend beyond one calendar year.

No student may be expelled without a hearing unless the student's parents, or the student if 18 years of age, waive the right to a hearing, either in writing or by failure to appear at a scheduled hearing. By waiving the right to a hearing, the student and parent agree to abide by the findings of a hearings officer.

When an expulsion hearing is not waived, the following procedure is required:

1. Notice will be given to the student and the parent by personal service¹ or by certified mail² at least [five] days prior to the scheduled hearing. Notice ~~will~~shall include:
 - a. The specific charge or charges;
 - b. The conduct constituting the alleged violation, including the nature of the evidence of the violation and reason for expulsion;
 - c. A recommendation for expulsion;
 - d. The student's right to a hearing;
 - e. ~~When and where the hearing will take place; and~~
 - f. The right to representation.
2. The Board may expel, or may delegate the authority to decide on an expulsion to the superintendent or superintendent's designee, ~~will~~ who may also act as the hearings officer. The district may contract with an individual who is not employed by the district to serve as the hearings officer. The hearings officer designated by the Board will conduct the hearing and will not be associated with the initial actions of the building administrators;
3. Expulsion hearings will be conducted in private and will not be open to the general public unless the student or the students' parents request an open session;
- ~~4.~~ 3. In case the parent or student has difficulty understanding the English language or has other serious communication disabilities, the district will provide a translator;
- ~~5.~~ 4. The student ~~will~~shall be permitted to have a representative present at the hearing to advise and to present arguments. The representative may be an attorney and/or parent. The district's attorney may be present;

¹The person serving the notice shall file a return of service. (OAR 581-021-0070)

²When "certified mail is given to a parent of a suspended student, the notice shall be placed in the mail at least five days before the date of the hearing." (OAR 581-021-0070)

6. ~~5.~~ The student ~~will~~ shall be afforded the right to present his/her version of the ~~charges~~ events underlying the expulsion recommendation and to introduce evidence by testimony, writings or other exhibits;
7. ~~6.~~ The student ~~will~~ shall be permitted to be present and to hear the evidence presented by the district;
8. The hearings officer or the student may record the hearing;
9. Strict rules of evidence shall not apply to the proceedings. However, this shall not limit the hearings officer's control of the hearing;
10. ~~7.~~ If the Board is conducting the expulsion hearing, the Board may designate the Board chair or a third party as the hearings officer. The hearings officer will determine the facts of each case on the evidence presented at the hearing. Evidence may include the relevant past history and student education records. The hearings officer will provide to the Board, ~~F~~ findings of as to the facts, ~~as to~~ the recommended decision and whether or not the student has committed the alleged conduct ~~will be submitted to the Board, along with the~~. This will include the hearings officer's recommended decision on disciplinary action, if any, including the duration of any expulsion. This ~~decision~~ material will be available in identical form to the Board, the student if age 18 or over and the students' parents at the same time. Following the review by the Board of the hearings officer's recommendation, the Board will make the final decision regarding the expulsion;
8. ~~The hearings officer or the student may make a record of the hearing;~~
11. ~~9.~~ If the Board has delegated authority to the superintendent or designee to act as the hearings officer, the superintendent may designate him or herself, or a third party, as the hearings officer. The hearings officer's decision is final; ~~h~~ However, ~~this~~ a decision of the hearings officer may be appealed by the parent or the student if age 18 or over to the Board for review. If the decision of the hearings officer is appealed to the Board for review, the findings as to the facts and the hearings officer's decision will be submitted to the Board, and will be available in identical form to the Board, the student and the students' parents at the same time. At its next regular or special meeting the Board will review the hearings officer's decision and will affirm, modify or reverse the decision. ~~Parents of students who wish to appeal the hearings officer's decision will have the opportunity to be heard at the time the Board reviews the decision;~~
12. ~~10.~~ Expulsion hearings will be conducted in private and A Board review of the hearings officer's decision will be conducted in executive session unless the student or the student's parent requests a public hearing. If an executive session is held by the Board or a private hearing held by the hearings officer, the following will not be made public:
- a. The name of the minor student;
 - b. The issues involved, including a student's confidential medical record and that student's educational program;
 - c. The discussion;
 - d. The vote of Board members, which may be taken in executive session when considering an expulsion.

Prior to expulsion, the district must propose alternative programs of instruction or instruction combined with counseling to a student subject to expulsion for reasons other than a weapons policy violation. The district must document to the parent of the student that proposals of alternative education programs have been made.

END OF POLICY

Legal Reference(s):

ORS 192.660
ORS 332.061
ORS 336.615 to -336.665

ORS 339.115
ORS 339.240
ORS 339.250

OAR 581-021-0050 to -0075
OAR 581-021-0070
OAR 581-021-0071

Prescription Medication**/*

The district recognizes that the administration of prescription medication to students and/or student self-medication may be necessary when the failure to take such medication during school hours would prevent the student from attending school, and recognizes a need to ensure the health and well-being of students who require regular doses or injections of medication as a result of experiencing a severe allergic reaction, or have a need to manage hypoglycemia, asthma or diabetes. When a licensed health care professional is not immediately available, a designated trained staff member may administer to a student, epinephrine, glucagon or other medications as prescribed and allowed by Oregon law.

When directed by a physician or other licensed health care professional, students in grades K-12 will be allowed to self-administer prescription medication, including medication for asthma or severe allergy as defined by state law, and subject to age-appropriate guidelines.

A written treatment plan for a student who self administers medication will be developed and signed by a physician¹ or other Oregon licensed health care professional and kept on file. A written request and permission form signed by a parent or guardian is required and will be kept on file. If the student is deemed to have violated Board policy or medical protocol by the district, the district may revoke the permission given to a student to self-administer medication.

A request for the district to administer prescription medication to a student shall include the written permission of the parent or guardian and shall be accompanied by written instruction from a physician, physician assistant or nurse practitioner. A prescription label prepared by a pharmacist will be deemed sufficient to meet the requirements for a physician's order.

The district reserves the right to reject a request to administer or allow self administration of a medication when such medication is not necessary for the student to remain in school.

A premeasured dose of epinephrine may be administered by designated, trained district staff to any student or other individual on school premises who the personnel believe, in good faith, is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

A process shall be established by which, upon parent written request, a backup prescribed autoinjectable epinephrine is kept at a reasonable, secured location in the student's classroom as provided by state law.

¹Added to Oregon Revised Statute 678.010 to -678.410: A registered nurse who is employed by a public or private school may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the school for not more than 90 days (House Bill 3149 (2015)). (This is to allow time for new students to find an Oregon licensed physician.)

Training shall be provided to designated staff as required by law in accordance with approved protocols as established by the Oregon Health Authority. Staff designated to receive training shall also receive bloodborne pathogens training. ~~A current first-aid and CPR cards will also be required~~ are strongly encouraged for designated staff.

Prescription medication will be handled, stored, monitored, disposed of and records maintained in accordance with established district regulations governing administering noninjectable or injectable, or prescription or nonprescription medicines to students including procedures for the disposal of sharps and glass.

The superintendent will ensure student health management plans are developed as required by training protocols, maintained on file and pertinent health information is provided to district staff as appropriate.

Such plans will include provisions for administering medication and/or responding to emergency situations while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before- or after-school care programs on school-owned property and in transit to or from school or school-sponsored activities.

This policy and administrative regulation shall not prohibit, in any way, the administration of recognized first aid to students by district employees in accordance with established state law, Board policy and procedures.

END OF POLICY

Legal Reference(s):

ORS 109.640
ORS 339.866 to -339.871
ORS 433.800 to -433.830
ORS 475.005 to -475.285

OAR 166-400-0010(17)
OAR 166-400-0060(29)
OAR 333-055-0000 to -0035
OAR 581-021-0037

OAR 581-022-0705
OAR 851-047-0030
OAR 851-047-0040

R2/26/15 ~~6/25/15~~ | PH

Public Conduct on District Property (Version 1)

No person on district property or grounds, including parking lots, will:

1. Injure or threaten to injure another;
2. Damage the property of another or of the district;
3. Initiate or circulate a report, one knows to be false, concerning an alleged hazardous substance, impending fire, explosion, catastrophe or other emergency that will take place in or upon a school;
4. Violate parking regulations;
5. Drive a vehicle in an unsafe manner;
6. Impede, delay or otherwise interfere with the orderly conduct of the district's educational program or any other activity taking place on district property which has been authorized by the Board, superintendent, principal or other authorized administrator;
7. Enter any portion of district premises at any time for purposes other than those which are lawful and authorized by district officials;
8. Bring, possess[, conceal] or use a weapon as prohibited by Board policy JFCJ - Weapons in the Schools and state and federal law;
9. Possess, consume, sell, give or deliver unlawful drugs and/or alcoholic beverages. Possess, sell, give or deliver drug paraphernalia;
10. ~~Smoke or u~~Use, distribute or sell tobacco products or inhalant delivery systems;
11. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other things which are evidence of membership or affiliation in any gang. Use speech or commit any act or omission in furtherance of the interests of any gang or gang activity. A "gang" is defined as a group that identifies itself through the use of a name, unique appearance or language including hand signs, claiming of geographical territory or the espousing of a distinctive belief system that frequently results in criminal activity;
12. Willfully violate Board policies, administrative regulations or school rules designed to maintain public order on district property.

Persons having no legitimate purpose or business on district property or violating or threatening to violate the above rules may be ejected from the premises and/or referred to law enforcement officials.

END OF POLICY

Legal Reference(s):

<u>ORS 161.015</u>	<u>ORS 166.210 to -166.370</u>	<u>ORS 806.060 to -806.080</u>
<u>ORS 164.245</u>	<u>ORS 336.109</u>	
<u>ORS 164.255</u>	<u>ORS 339.883</u>	<u>OAR 333-015-0025 to -0090</u>
<u>ORS 166.025</u>	<u>ORS 431.840</u>	<u>OAR 581-021-0110</u>
<u>ORS 166.155 to -166.165</u>	<u>ORS 433.835 to -433.990</u>	<u>OAR 584-020-0040(4)(e),(g)</u>

Gun-Free Schools Act, 20 U.S.C. 7151 (2006).
Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2006).
Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2006).

~~Tobacco-Free Environment~~
**Prohibited Use, Possession, Distribution or Sale of Tobacco Products and
Inhalant Delivery Systems (Version 2)**

The Board recognizes its responsibility to promote the health, welfare and safety of students, staff and others on district property and at school-sponsored activities. ~~In light of scientific evidence that use of tobacco is hazardous to health, and to be consistent with district curriculum and Oregon law, it is the intent of the Board to establish a tobacco-free environment.~~ The Board wishes to establish a school and working environment that is free of smoke, aerosols and vapors containing inhalants. Consequently, ~~s~~Student possession, use, distribution or sale of tobacco products or inhalant delivery systems, including any smoking or use of an inhalant delivery device, on district premises, at school-sponsored activities on or off district premises, in district-owned, rented or leased vehicles, on all district grounds, including parking lots or otherwise, while the student is under the jurisdiction of the school district, is prohibited.

~~Tobacco~~ Use, distribution or sale of tobacco products or inhalant delivery systems by staff on district property, including parking lots, at district-sponsored events, in district-owned, rented or leased vehicles or otherwise while on duty on or off district premises is prohibited. ~~Tobacco~~ Use, distribution or sale of tobacco products or inhalant delivery systems by others on district property, in district vehicles or at district-sponsored events, on or off district premises, on all district grounds, including parking lots, is also prohibited. Staff and/or all others authorized to use any private vehicles to transport district students to school-sponsored activities are prohibited from using tobacco products or inhalant delivery systems in those vehicles while students are under their care.

For the purpose of this policy, "tobacco products" is defined to include, but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, spit tobacco, also known as smokeless, dip, chew, or snuff, in any form, ~~nicotine or nicotine delivering devices, chemicals or devices that produce the physical effect of nicotine substances or any other tobacco substitute (e.g., e-cigarettes).~~

For the purpose of this policy "inhalant delivery system" means a device that can be used to deliver nicotine or cannabinoids in the form of a vapor or aerosol to a person inhaling from the device or a component of a device; or a substance in any form sold for the purpose of being vaporized or aerosolized by a device whether the component or substance is sold or not sold separately. This does not include USFDA-approved nicotine replacement tobacco products or other therapy products used marked and sold solely for the approved purpose of cessation.

Clothing, bags, hats and other personal items used by staff and students to display, promote or advertise tobacco or inhalant delivery system products are prohibited on all district grounds, including parking lots, at school-sponsored activities or in district vehicles. ~~Tobacco~~ Advertising is prohibited in all school-sponsored publications, in all school buildings, on district grounds, including parking lots, and at all

school-sponsored events. District acceptance of gifts or funds from the tobacco products and inhalant delivery system industries is similarly prohibited.

Student violations of this policy will lead to disciplinary action up to and including expulsion. Students may also be subject to removal from any or all extracurricular activities and/or denial or forfeiture of school honors or privileges (e.g., valedictorian, salutatorian, student body, class or club office positions, field trips, senior trip, prom, etc.). School and/or community service may be required. A referral to law enforcement shall be made. Parents shall be notified of all violations involving their student and action taken by the school.

~~Staff violations of this policy will lead to disciplinary action up to and including dismissal.~~ When considering disciplinary action for a child with disabilities, the district must follow the requirements of Board policy JGDA/JGEA - Discipline of Students with Disabilities, including those involving functional behavioral assessment, change of placement, manifestation determination, and an interim alternative educational setting.

Staff violations of this policy will lead to disciplinary action up to and including dismissal.

Violations by others will result in appropriate sanctions as determined and imposed by the superintendent or the Board.

Information about community resources and/or cessation programs to help staff and students overcome tobacco use will be provided.

The district will promote cessation resources and other positive alternatives to discipline. Tobacco use cessation programs may be established at district schools. Attendance or completion of tobacco use cessation programs by students may be allowed as a substitute to, or as a part of student discipline for possession, use, distribution or sale of tobacco products or inhalant delivery systems at the discretion of the principal. Attendance at cessation programs not offered by the district is voluntary and related costs are the individual responsibility of the staff member, student and his/her parent and private health care system.

As part of the district's tobacco use prevention activities, the superintendent shall ensure that tobacco use instructional programs as recommended by the Oregon Department of Human Services, Health Services, Tobacco Prevention and Education Program and the Oregon Department of Education are an integral part of its drug and alcohol prevention curriculum. Programs must be integrated within the health education program and age- and developmentally-appropriate instruction provided at every level, pre-kindergarten through grade 12, with particular emphasis on grades 6 through 8. It is the expectation of the Board that tobacco use prevention concepts will be integrated into the instruction of other subject areas as practicable.

Staff responsible for teaching tobacco use prevention will be encouraged to collaborate with agencies and groups that conduct tobacco use prevention education and to participate in ongoing professional development activities that provide basic knowledge about the effects of use of tobacco use products, effective instructional techniques and program-specific activities.

The superintendent shall consult with local officials to promote enforcement of law that prohibits the use or possession of tobacco products or inhalant delivery systems by minors on or off district grounds.

This policy shall be enforced at all times. The superintendent will develop administrative regulations as necessary to implement this policy, including provisions for notification of the district's policy, through such means as student/parent and staff handbooks, newsletters, inclusion on school event programs, signs at appropriate locations; disciplinary consequences; and procedures for filing and handling complaints about violations of the district's policy.

The superintendent shall ensure that the district's ~~tobacco~~ use prevention program, policies, curricula, training and cessation programs are evaluated at regular intervals. The input of students, staff, parents and others from the community will be encouraged.

END OF POLICY

Legal Reference(s):

ORS 167.400

ORS 332.107

ORS 336.222

ORS 336.227

ORS 339.240

ORS 339.250

ORS 339.883

ORS 431.840

ORS 433.835 to -433.990

OAR 581-021-0050 to -0075

OAR 581-021-0110

OAR 581-022-0413

OAR 581-053-0015

OAR 581-053-0230(9)(s)

OAR 581-053-0330(1)(m)

OAR 581-053-0430(12)

OAR 581-053-0531(11)

OAR 581-053-0630

Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2006).

R2/24/116/25/15 | RSPH

Public Complaints* (Version 1)

~~Complaints are handled and resolved as close to their origin as possible.~~

Although no community member will be denied the right to petition the Board for redress of a grievance, complaints will be referred through the proper administrative channels for ~~solution~~ resolution before investigation or action by the Board. Exceptions are complaints that concern superintendent or Board actions or Board operations.

The Board advises the public that the proper channeling of complaints ~~involving~~ including but not limited to, instruction, discipline or learning materials, ~~is as follows:~~ should be handled in the following order unless otherwise identified (See administrative regulation KL-AR - Public Complaint Procedure for specific procedures and timelines):

1. Teacher/Employee;
2. Principal;
3. Superintendent;
4. Board.

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the Board. The Board will not hear complaints against employees in open session unless an employee requests an open session.

Complaints against the principal may be filed with the superintendent. Complaints against the superintendent 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 should be made to the Board chair and may be referred to district counsel. Complaints against the Board chair may be made directly to the Board vice chair.

~~The Board will not hear charges against employees in open session unless an employee requests an open session.~~

If a complaint alleges a violation of state standards and is not resolved at the local level, then the district will supply the complainant with appropriate information in order to file a direct appeal to the State Superintendent of Public Instruction as outlined in Oregon Administrative Rules (OAR) 581-022-1940.

END OF POLICY

Legal Reference(s):

ORS 192.610 to -192.690

ORS 332.107

OAR 581-022-1940

OAR 581-022-1941

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).

Connick v. Myers, 461 U.S. 138 (1983).

Business Report

By: Linda Darling, Business Director

September 10, 2015

Financial Report: (enclosure H-1)

The 2015-2016 Financial Board report included in this Board packet reflects all of projected revenue and expenditures for 2014-2015 along with the budgeted and spent or encumbered amounts for 2015-2016. The projected Ending Fund Balance for 2014-2015 is \$3,979,140. This figure will continue to change until audit in October. The amounts in 2015-2016 salaries and benefits will continue to change as employees are hired and all employees select new benefit plans during September.

Oregon Economic and Revenue Forecast:

The September 2015 Oregon Economic and Revenue Forecast was released August 26, 2015. The overall change wasn't anything unanticipated. The following is a few highlights:

- Individual Kicker is (smaller than three months ago) \$402 Million or \$124 for typical (median) tax return filer.
- Corporate kicker will also occur, \$60-80 million.
- General Fund carve outs will need to be determined.
- Revenues came in lower than expected. Collections slowed at end of filing season. The 2015-17 Forecast is \$47.9 million lower than May forecast.
- Ending balance less than previously projected by approximately \$50 million. Generally stable forecast compared to May.
- Lottery income up 10% over previous years - why is debatable.
- Projecting 9-10% growth per biennium going forward.

Audit:

The week of Oct 12th, Accuity will be in the district testing our financial data; during their February visit they tested internal controls, grant processes, and many other things. With the information that they will gather and the testing our 2014-2015 audit report will be completed in November.

2015-2016 General Fund Summary Report

	11/12 Actual	12/13 Actual	13/14 Actual	14/15 Project 9/2/2015	15/16 Budget	9-2-15 YTD & Enc	9-2-15 Balance
General Fund - Revenue							
SSF Formula	28,932,900	30,017,096	33,010,958	34,975,410	35,975,000	6,790,215	29,184,785
SSF Adjustment	784,064	337,479	354,709	48,130	-	-	-
Federal Ed Jobs	11,974	-	-	-	-	-	-
School Year SubAccount	898,088	-	-	-	-	-	-
Loan Receipts	119,000	-	-	-	-	-	-
Interest	62,615	59,860	55,090	62,600	40,000	4,184	35,816
Third Party Billing	31,047	50,472	35,680	25,180	50,000	-	50,000
TMR	187,235	176,000	189,021	154,930	175,000	-	175,000
JROTC	61,985	62,358	44,877	64,220	62,000	10,860	51,140
Other	360,139	422,445	493,650	377,550	367,400	9,342	358,058
Interfund Transfer	20,123	60,000	680,000	60,000	60,000	-	60,000
BFB	3,062,267	2,596,141	1,065,336	3,162,460	3,500,000	-	3,500,000
Total	34,531,437 =====	33,781,852 =====	35,929,322 =====	38,930,480 =====	40,229,400 =====	6,814,600 =====	33,414,800 =====
General Fund - Expenses							
Salaries	15,883,359	16,090,527	15,946,123	16,263,410	17,309,590	15,820,638	1,488,952
Benefits	9,459,887	9,467,455	9,750,259	10,020,670	11,260,053	525,212	10,734,841
P. Services	4,076,037	4,635,957	4,781,674	5,112,790	6,235,965	1,278,519	4,957,446
Supplies	1,376,729	1,165,368	1,123,636	1,478,690	1,696,562	593,050	1,103,512
Capital Outlay	16,030	23,301	-	6,780	30,000	-	30,000
Other Objects	260,076	240,048	262,806	309,000	337,230	232,659	104,571
Transfers	863,180	1,093,860	902,369	1,760,000	2,360,000	-	2,360,000
Contingency	-	-	-	-	1,000,000	-	1,000,000
Total	31,935,297 =====	32,716,516 =====	32,766,866 =====	34,951,340 =====	40,229,400 =====	18,450,079 =====	21,779,321 =====
				3,979,140			

2015-2016 General Fund Revenue Report

	11/12 Actual	12/13 Actual	13/14 Actual	14/15 Project 9/2/2015	15/16 Budget	9-2-15 YTD	9-2-15 Balance
SSF Formula							
Taxes	7,533,685	7,841,946	7,903,432	8,284,010	8,170,000	-	8,170,000
Federal Forest Fees	233,611	226,617	270,219	264,680	-	-	-
Common School	325,406	348,692	390,784	410,000	405,000	-	405,000
County School	-	-	-	-	-	-	-
State Timber	27,968	53,044	210,996	405,150	100,000	-	100,000
School Support Fund	20,812,230	21,546,797	24,235,526	25,578,280	27,300,000	6,790,215	20,509,785
Adjustments to SSF Payments							
Adj for HC Disability Grant	10,520	8,476	44,585	33,290	-	-	-
Adj for 11/12 payment	-	329,004	-	-	-	-	-
Adj for 12/13 payment	-	-	310,123	-	-	-	-
Adj for 13/14 payment	-	-	-	48,130	-	-	-
Adj for 14/15 payment	-	-	-	-	-	-	-
State Fiscal Stabilization Fund	-	-	-	-	-	-	-
Federal Ed Jobs	11,974	-	-	-	-	-	-
School Year SubAccount	898,088	-	-	-	-	-	-
Total SSF Formula	30,627,026	30,354,576	33,365,667	35,023,540	35,975,000	6,790,215	29,184,785
Loan Receipts	119,000	-	-	-	-	-	-
Interest of Investments	62,615	59,860	55,090	62,600	40,000	4,184	35,816
Third Party billing - Medicaid	31,047	50,472	35,680	25,180	50,000	-	50,000
TMR	187,235	176,000	189,021	154,930	175,000	-	175,000
JROTC reimbursement	61,985	62,358	44,877	64,220	62,000	10,860	51,140
Other							
Outdoor School	2,641	-	-	-	-	-	-
Rental Fees	23,055	24,695	24,989	27,830	24,000	1,085	22,915
Fees Charged to Grants	36,491	53,440	-	-	50,000	-	50,000
Miscellaneous	243,065	278,595	396,771	281,000	233,400	610	232,790
E-Rate reimbursement	54,886	65,715	71,891	68,720	60,000	7,647	52,353
Interfund Transfer - Athletics	20,123	60,000	680,000	60,000	60,000	-	60,000
Beginning Fund Balance	3,062,267	2,596,141	1,065,336	3,162,460	3,500,000	-	3,500,000
Total	34,531,437	33,781,852	35,929,322	38,930,480	40,229,400	6,814,600	33,414,800

2015-2016 General Fund Expenditure Report

Obj	Description	9/2/2015				15/16 Budget	9-2-15 YTD	9-2-15 Encumb	9-2-15 Balance
		11/12 Actual	12/13 Actual	13/14 Actual	14/15 Project				
111	Certified salaries	9,660,974	9,691,110	9,312,212	9,311,150	9,848,605	71,367	9,346,258	430,980
112	Classified salaries	3,400,585	3,570,418	3,821,771	4,164,520	4,550,655	265,263	4,094,625	190,767
113	Administrative salaries	1,403,982	1,356,839	1,409,054	1,464,910	1,668,123	271,273	1,356,364	40,486
114	Managerial - classified	201,463	124,134	92,856	94,710	96,608	29,498	147,488	(80,377)
116	Retirement stipends	112,059	98,858	99,065	76,120	51,135	9,377	41,757	1
118	Retirement Support Program	158,650	159,600	159,600	-	-	-	-	-
119	Confidential salaries	144,538	146,195	125,872	125,780	132,974	12,091	60,454	60,429
121	Certified subs	314,409	337,851	364,590	373,350	381,400	-	-	381,400
122	Classified subs	100,730	109,047	147,575	148,820	127,625	157	-	127,468
123	Temp certified	71,639	51,529	61,461	62,030	53,500	-	-	53,500
124	Temp classified	-	-	3,775	980	500	-	-	500
127	Student helpers salaries	3,405	2,884	12,466	11,770	6,000	750	-	5,250
131	Overtime	15,248	-	-	-	-	-	-	-
132	Compensation time	14,077	12,822	19,026	23,860	20,500	-	-	20,500
133	Extra duty	113,359	174,502	149,434	254,380	207,565	84,761	9,583	113,220
134	Classified extra hrs	111,939	127,482	123,909	142,980	135,000	19,572	-	115,428
135	Vacation Payoff	18,341	31,234	17,384	4,380	24,000	-	-	24,000
136	Mentor teacher pay	3,456	2,438	1,568	990	-	-	-	-
137	Personal Leave Payout	26,297	25,750	22,057	80	-	-	-	-
138	Department Head Extra Duty	6,810	2,300	2,122	2,160	4,000	-	-	4,000
140	Salary Settlements	-	64,867	-	-	-	-	-	-
142	Taxable Meal Reimbursement	1,398	667	328	440	1,400	-	-	1,400
	Total Salaries	15,883,359	16,090,527	15,946,123	16,263,410	17,309,590	764,109	15,056,530	1,488,952
210	PERS	3,690,522	3,708,868	3,955,693	3,976,410	4,378,647	187,485	43,492	4,147,670
220	Social Security	1,162,516	1,173,990	1,183,575	1,207,540	1,303,449	57,431	13,980	1,232,038
231	Worker's Comp	115,962	130,637	119,163	136,820	183,311	12,251	1,514	169,546
241	Employee Ins - Admin	164,096	163,789	168,641	177,950	217,470	30,000	11,827	175,644
242	Employee Ins - Certified	2,043,638	2,038,405	2,146,033	2,307,420	2,601,416	4,785	5,452	2,591,179
243	Employee Ins - Classified	1,457,700	1,691,683	1,721,374	1,874,830	2,223,221	82,823	20,655	2,119,743
244	Employee Ins - Other	29,739	31,766	20,636	20,700	38,729	1,300	6,464	30,965
245	Employee Ins - Retired	623,207	472,809	389,149	276,090	270,000	41,935	-	228,065
246	Classified Insurance Pool	123,906	4,979	-	-	-	-	-	-
247	TSA	48,601	50,530	45,996	42,910	43,810	3,119	700	39,991
	Total Benefits	9,459,887	9,467,455	9,750,259	10,020,670	11,260,053	421,128	104,083	10,734,841

2015-2016 General Fund Expenditure Report

Obj	Description	9/2/2015							
		11/12 Actual	12/13 Actual	13/14 Actual	14/15 Project	15/16 Budget	9-2-15 YTD	9-2-15 Encumb	9-2-15 Balance
311	Instructional Services	466	300	69,272	152,860	260,800	-	-	260,800
312	Instr Prog Improve Service	329	8,800	18,733	43,470	32,000	-	-	32,000
319	Other Instr-Prof-Tech SVCS	4,498	20,884	14,977	21,870	15,000	-	-	15,000
322	Repairs & Maintenance	101,144	87,245	101,489	163,580	107,300	1,635	38,039	67,626
323	Radio Service	2,441	1,188	-	-	-	-	567	(567)
324	Rentals	94,807	137,321	121,204	135,310	144,350	6,416	111,597	26,336
325	Electricity	403,126	414,837	440,338	467,900	472,100	62,353	-	409,747
326	Fuel	198,605	159,642	187,486	177,760	236,000	3,895	-	232,105
327	Water & Sewer	101,759	130,496	112,986	139,260	145,900	12,614	-	133,286
328	Garbage	81,112	82,910	77,676	86,320	95,600	8,458	-	87,142
329	Other Property Services	4,124	675	420	13,000	11,400	-	-	11,400
330	Reimb. Student Transportation	-	-	4,204	6,950	8,800	-	-	8,800
340	Travel	75,073	62,436	65,317	114,590	176,565	20,197	818	155,550
343	Travel - Student - Out of Dist.	-	191	1,665	-	2,700	-	-	2,700
346	Meals/Transportation	265	228	148	100	500	-	-	500
348	Staff Tuition	9,821	15,033	30,645	49,580	41,000	877	-	40,124
351	Telephone	54,376	66,659	67,513	82,620	71,300	4,169	123	67,008
353	Postage	20,143	17,610	25,894	23,610	29,250	798	-	28,452
354	Advertising	2,147	1,316	1,874	4,420	4,700	425	-	4,275
355	Printing & Binding	22,633	14,735	13,897	68,860	83,800	908	5,825	77,068
360	Charter School Payments	1,658,152	1,800,976	1,954,971	2,064,400	2,423,000	571,210	-	1,851,790
362	Insurance Reimbursement	366	643	-	-	-	-	-	-
371	Tuitions Payments to Other Dist.	-	32,878	37,250	40,570	175,000	-	-	175,000
373	Tuition Pay Private School	-	-	-	-	5,000	-	-	5,000
374	Other Tuition	471,836	906,502	782,257	605,950	811,000	-	-	811,000
381	Audit Services	25,800	21,950	27,150	27,650	30,000	-	-	30,000
382	Legal Services	6,265	6,776	9,011	2,030	25,000	531	-	24,469
384	Negotiation Services	2,444	5,449	14,344	5,930	10,000	-	-	10,000
385	Management Services	3,700	-	-	-	-	-	-	-
386	Data Processing SVCS	122,699	53,576	57,261	59,790	100,300	11,764	120	88,416
387	Statistical Services	6,300	1,000	-	-	-	-	-	-
388	Election Services	-	6,410	-	4,570	-	-	-	-
389	Other Non_instr Pro/Tech	571,302	543,914	510,398	515,890	675,200	7,269	397,813	270,119
391	Physical Exams - Drivers	2,530	2,540	2,175	2,380	3,700	285	2,215	1,200
392	Drug Tests Drivers	2,576	1,535	1,110	1,110	3,000	110	-	2,890
393	Child Care Services	18,900	22,000	22,000	22,000	25,000	-	-	25,000
394	Sub calling service	5,132	5,464	5,536	5,560	6,800	7,489	-	(689)
396	Criminal History checks	181	1,440	2,332	2,550	2,900	-	-	2,900
398	Fingerprinting	986	400	138	350	1,000	-	-	1,000
	Total P. Services	4,076,037	4,635,957	4,781,674	5,112,790	6,235,965	721,402	557,117	4,957,446

2015-2016 General Fund Expenditure Report

Obj	Description	11/12	12/13	13/14	9/2/2015	15/16	9-2-15	9-2-15	9-2-15
		Actual	Actual	Actual	Project	Budget	YTD	Encumb	Balance
406	Gas Oil & Lubricants	196,328	202,584	189,904	152,810	231,000	2,339	180,278	48,382
410	Supplies & Materials	314,876	359,880	356,317	457,670	465,630	48,522	44,186	372,922
413	Vehicle repair parts	47,675	41,968	54,783	50,200	63,000	7,968	30,950	24,082
414	Transportation operations	5,025	4,379	5,262	5,670	5,300	566	3,752	983
420	Textbooks	240,848	120,737	173,653	240,680	261,500	14,584	48,422	198,495
430	Library Books	11,506	10,819	6,636	9,930	13,000	-	-	13,000
440	Periodicals	2,964	4,440	3,753	6,010	5,320	389	1,085	3,846
460	Equipment under 5K	167,151	141,047	122,132	126,690	221,880	17,773	6,599	197,509
470	Computer software	143,181	118,839	139,153	173,510	230,648	83,599	16,866	130,183
480	Computer hardware	247,175	160,675	72,041	255,520	199,284	59,538	25,635	114,111
	Total Supplies & Materials	1,376,729	1,165,368	1,123,636	1,478,690	1,696,562	235,278	357,773	1,103,512
540	Equipment	16,030	23,301	-	6,780	30,000	-	-	30,000
	Total Capital Outlay	16,030	23,301	-	6,780	30,000	-	-	30,000
621	Regular Interest	-	-	-	-	500	-	-	500
640	Dues & Fees	78,723	50,998	51,933	92,490	103,130	13,270	750	89,110
650	Insurance & Judgments	171,353	189,050	210,873	216,460	233,600	218,639	-	14,961
659	Settlements	10,000	-	-	-	-	-	-	-
670	Taxes & Licenses	-	-	-	50	-	-	-	-
	Total Other Objects	260,076	240,048	262,806	309,000	337,230	231,909	750	104,571
710	Transfer - Technology	50,000	50,000	50,000	175,000	200,000	-	-	200,000
711	Transfer - Classroom Furniture	-	-	-	50,000	50,000	-	-	50,000
712	Transfer - Textbook Adoption	128,000	200,000	50,000	350,000	350,000	-	-	350,000
713	Transfer - Capital Improvement	-	200,000	150,000	225,000	250,000	-	-	250,000
714	Transfer - Track and Turf Fund	100,000	100,000	100,000	110,000	110,000	-	-	110,000
715	Transfer - Athletic Fund	336,000	336,000	336,000	365,000	365,000	-	-	365,000
716	Transfer - Bus Replacement	156,000	150,000	150,000	250,000	250,000	-	-	250,000
717	Transfer - Unemploy Ins	20,000	-	50,000	25,000	50,000	-	-	50,000
	Transfer - OHC Fund	-	-	-	-	500,000	-	-	500,000
718	PERS Reserve	-	-	-	150,000	-	-	-	-
719	Transfer - Food Service	17,180	17,860	16,369	50,000	235,000	-	-	235,000
730	Transfer - Debt Service	56,000	30,000	-	-	-	-	-	-
731	Transfer - Academic Achievemer	-	10,000	-	10,000	-	-	-	-
	Total Transfers	863,180	1,093,860	902,369	1,760,000	2,360,000	-	-	2,360,000
810	Reserve/Contingency	-	-	-	-	1,000,000	-	-	1,000,000
	Grand Total	31,935,297	32,716,516	32,766,866	34,951,340	40,229,400	2,373,826	16,076,253	21,779,321

2015-2016 All Fund Summary Report

All Funds

Fund	Description	11/12	12/13	13/14	14/15	9/2/2015	15/16	9-2-15	9-2-15	9-2-15
		Actual	Actual	Actual	Proj. Actual	14/15 Proj EFB	Adopted Budget	Y-T-D	Encumb	Balance
100	General Fund	31,935,297	32,716,516	32,766,866	34,951,300	3,979,140	40,229,400	2,373,826	16,076,253	21,779,321
200	Grant Funds	2,692,584	3,903,906	2,663,753	2,591,880	1,800	5,200,000	132,762	1,089,515	3,977,723
205	Senate Bill 1149	-	-	-	185,000	9,650	83,700	-	-	83,700
212	Academic Achievement	-	-	1,500	-	18,650	28,650	-	-	28,650
230	Bus Replacement	-	452,440	-	100,740	304,900	550,000	-	-	550,000
232	Classroom Furniture	-	-	-	48,950	-	53,000	28,392	-	24,608
240	Textbook Adoption	58,948	180,885	107,421	18,550	410,500	761,000	16,657	534,634	209,709
272	Capital Improvments	473,040	1,164,624	319,070	284,540	-	250,000	7,163	115,751	127,086
274	Technology	-	76,157	52,899	124,500	71,400	271,445	-	-	271,445
277	Track and Turf Replacement	564,979	-	100,000	100,000	56,500	200,000	-	-	200,000
279	Student Activity	503,023	550,340	593,221	590,050	467,000	1,120,000	23,089	62,372	1,034,540
286	High School Athletics	409,536	439,681	445,218	445,060	77,000	517,000	10,257	39,186	467,557
296	Nutrition Services	1,826,382	1,946,080	1,683,116	1,596,140	233,500	2,006,350	72,471	472,314	1,461,565
299	PERS Reserve	-	-	630,000	-	150,000	650,000	-	-	650,000
300	Debt Service	3,314,370	3,276,831	3,359,330	3,442,480	175,000	3,528,482	-	-	3,528,482
310	Debt Service / SB 1149	61,016	-	5,151	-	-	-	-	-	-
311	2011 Non-Bonded Debt	174,940	223,547	223,547	223,550	152,500	349,715	-	-	349,715
400	Capital Projects	-	-	-	-	-	-	-	-	-
601	Unemployment	36,285	47,106	37,166	37,540	91,200	100,000	350	-	99,650
	Grand Total	42,050,400	44,978,112	42,988,258	44,740,260	6,198,740	55,898,742	2,664,966	18,390,024	34,843,752

LEBANON COMMUNITY SCHOOLS
Lebanon, Linn County, Oregon
August 20, 2015

A Regular Meeting of the Board of Directors was held in the District Office Board Room. Vice Chairman Liz Alperin called the meeting to order at 5:58 p.m. Those present included:

Liz Alperin	Director	Rob Hess	Superintendent
Jerry Williams	Director	Jennifer Meckley	HR Director
Mike Martin	Director	Linda Darling	Business Director
Russ McUne	Director		

Richard Borden was absent from this meeting.

BOARD MEMBERS OATH OF OFFICE – Liz Alperin

1. Richard Borden
2. Russ McUne

Vice Chair Liz Alperin gave the Oath of Office to Russ McUne
Richard Borden was absent. Richard's Oath of Office will be tabled until the September 10 meeting.

BOARD REORGANIZATION

-
1. **Action:** Election of Board Chair and Vice Chair for 2015-2016

The consensus of the Board was to table the election of the Board Chair and Vice Chair until the September 10 meeting so all Board members could be present.

AUDIENCE COMMENTS

Retired teacher Jennifer Walter shared that she had e-mailed Board Members a document regarding student random drug testing.

Jennifer Walter also spoke with her concern that clothing bearing any racist logo not be worn by students.

GOOD NEWS

1. **Report:** Lebanon Foundation Mini Grant/ Lisa Richards

Pioneer Teacher Lisa Richards shared how she used her Lebanon Foundation Mini Grant monies. She conducted a class "Go Fly a Kite" symbolizing simple pleasures. She purchased 58 kite kits. She incorporated science, writing, and art in the class. One day was taken to allow students to go out and fly their kites.

Two students shared their kite projects with the Board.

(Enclosure K-1)

PURSUING EXCELLENCE

- 1. Report:** Alternative Education Program/Mike Hillman (Enclosures D-1)

Alternative Education Teacher Mike Hillman shared information on the Alternative Education Program. He

shared a Power Point Presentation speaking to the following:

1. Essential skills/Skill building
2. High School & Middle School students
3. Individualized plans for students
4. Classes offered
5. Enrollment
6. GED Data
7. Work Readiness Program
8. MAPS Testing
9. Exit program with academic program
10. Cumulative Data

- 2. Information:** 6th – 8th Grading Handbook/Dawn Baker (Enclosure D-2)

Director of Federal Programs Dawn Baker reported to the Board on the 6th-8th grading handbook. Dawn explained the background work on the Handbook. Dawn explained that the grading handbook is now consistent across the District. She pointed out that the grading rubric is the backbone to the handbook. Dawn explained the rubric to the Board.

GENERAL BUSINESS

- 1. Action:** Board Resolution – 1516-01 Representatives and Authorizations (Enclosure E-1)

Russ McUne made a motion to approve the Board Resolution -1516-01 Representatives and Authorizations. Jerry Williams seconded.

Mike Martin would like the wording to indicate Board notice “prior to” borrowing 5M in Item “P”.

Russ McUne adjusted his motion to include “prior to”. Jerry Williams seconded. The motion carried by majority.

- 2. Action:** Appoint Board Members to Classified Negotiations Team

Liz Alperin and Jerry Williams volunteered and were appointed to the Classified Negotiation Team.

- 3. Information:** SRP - Standard Response Protocol/Bo Yates (Enclosures E-3)

Rob Hess explained that the Standard Response Protocol is a new program that is a standard way to react to a crisis. Every employee will receive training at their worksite. This program is indorsed by our insurance carrier.

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Liz Alperin asked if school doors are locked when the school day begins.

Kraig Hoene shared that a school safety audit was done for security a couple of years ago with feedback given to the SRO. As a result, several schools changed their practice for locking some access doors.

- 4. Action: Approve Board Policies on First Reading (Enclosures E-4)**
- AC - Nondiscrimination (Required)
 - GBK/JFCG/KGC - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
 - JECB - Admission of Nonresident Students
 - JEDA - Truancy
 - JG - Student Discipline
 - JGD - Suspension
 - JGE - Expulsion
 - JHCDA - Prescription Medication
 - KGB - Public Conduct on District Property
 - KGB/GBK/JFCG - Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
 - KL - Public Complaints

Russ McUne made a motion to approve these policies on first reading as presented. Mike Martin seconded.

Liz Alperin questioned JECB. She wondered if an expulsion student who wanted to attend our district had to be an automatic denial, or whether the Superintendent could make the decision to allow the student to attend or not.

Liz Alperin asked about adding that "language not be used for discrimination" on Policy AC.

Russ McUne asked that the motion remain, but asked Administration to check with OSBA.

The Motion carried by majority.

- 5. Information Only: AR Policy Revisions (Enclosure E-5)**
- AC-AR - Discrimination Complaint Procedure (Required)
 - EEACC-AR - Discipline Procedures for District-Approved Student Transportation
 - JEA-AR - Compulsory Attendance Notices and Citations
 - JECB-AR (1) - Admission of Nonresident Students
 - JHCD/JHCDA-AR Prescription/Nonprescription Medication
 - KL-AR - Public Complaint Procedure

Jerry Williams asked that administration fill in the timeline on policy AC-AR.

FINANCE

- 1. Report: Financial Update (Enclosure F-1)**

Linda Darling pointed out that the projected Ending Fund Balance for 2014-2015 is \$3,892,060. This figure will

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(Enclosure K-1)

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continue to change until the audit in October. The PERS letter was included in the Board packet concerning changes to the PERS rate. There are still questions on how that will impact the District.

CONSENT AGENDA

1. **Action:** Approve June 11, 2015 Board Minutes (Enclosure I-1)
2. **Action:** Approve Hiring Jordon Ford, Assistant Principal, Seven Oak
3. **Action:** Approve Hiring Amelia White, Special Ed, Seven Oak, Temp 8/25/15 – 10/27/15
4. **Action:** Approve Hiring Rob Zornow, Student Support/Tutor, Seven
5. **Action:** Approve Hiring Jeremy Gibson, Social Studies, LHS, Temp 8/28/15 – 11/26/15
6. **Action:** Approve Hiring Catherine Broadhurst – Speech Therapist
7. **Action:** Approve Hiring Matt Larcombe – Secondary ELL, LHS
8. **Action:** Approve Hiring Sean Leingang – Language Arts, LHS
9. **Action:** Approve Hiring Donna Rose, Health Occupations, .50 FTE, LHS
10. **Action:** Approve Hiring Peter Kuhns – Social Studies, SOK
11. **Action:** Approve Hiring Laura Kingzett Biology, LHS
12. **Action:** Approve Hiring April Feldman, 2nd Grade, Temp 15-16, Riverview
13. **Action:** Approve Hiring Devina Sindhu, Language Arts, Seven Oak
14. **Action:** Approve Hiring Richard Vaughn, Special Education, LHS
15. **Action:** Approve Hiring Susan Kish, Special Education, LHS
16. **Action:** Approve Hiring Madeline Conway, Special Education, Cascade
17. **Action:** Approve Hiring Curtis Gault, Integrated Science, LHS
18. **Action:** Approve Hiring Kristoffer “Kris” Cook, Adv. Math, LHS
19. **Action:** Approve Hiring Marcia Hara, Culinary Arts, LHS, TEMP 15-16
20. **Action:** Approve Hiring Martha Calderon, Social Worker, Green Acres School
21. **Action:** Approve Hiring Kelly Csepcsanyi, 5th Grade, Pioneer, TEMP 15-16
22. **Action:** Approve Hiring Cole Samuel, Special Education, LHS
23. **Action:** Approve Hiring Troy Barry, Social Studies/Lang. Arts 6th, SOK

Russ moved. Jerry seconded. Motion married by majority.

BOARD COMMUNICATION

Jerry Williams reported that the State is looking into selling federal forest lands as it is costing too much to pay BLM to manage them. This would impact the revenue that school districts receive.

Mike Martin congratulated Russ McUne on his reelection to the Board.

Liz Alperin said maybe the Board should look at the dress policy, in addressing the concerns that were shared during Audience Comments.

Rob Hess said that a School Climate Committee has recently been formed and could look at the topic of a dress code. The Committee could then give a report to the Board. Rob pointed out that AVID also address cultural training. AVID was attended by 30 staff members.

SUPERINTENDENT COMMUNICATION

1. Report: Summer Update

Rob Hess reported:

- 1) Over 50 people went to AVID training this summer.
- 2) ELA adoption K-12 done.
- 3) Training for ELA was done.
- 4) All schools has same adoption across the district.
- 5) Springboard training done.
- 6) 41 new teachers have been hired and District has been working with them on training.
- 7) Association gave each teacher a toolbox.
- 8) 5th year program from state - will begin work with committee.

Jennifer Meckley shared that she has been working on community relations. Letters were sent asking the community to put up signs regarding "back to school" to help support and encourage kids. She said that she will be working on attendance next. She has had some great support from businesses and community members.

Rob Hess reported that the District received a couple of big grants to help support education. Rob is excited about where we are going this year. He reported that there are more housing starts in Lebanon which could influence our enrollment numbers. Rob will bring the enrollment numbers to the next meeting.

ADJOURN INTO EXECUTIVE SESSION

The meeting adjourned at 7:35 p.m. into Executive Session under ORS 192.660 (2) (d) – *To conduct Deliberations with persons designated by the governing body to carry on labor negotiations. Since 1997, labor negotiations between the board and union have been held in open session unless both parties agree to Executive sessions.*

(Recorded by Kathy Schurr)

Liz Alperin, Board Vice Chair

Rob Hess, Superintendent