

Steve Spencer  
Superintendent

Rachel Alpert  
Assistant Superintendent

**2023-2024  
Board of Directors**

Ed Dressel

Lu Ann Meyer

Rob Ogilvie

Zach Steele

Jon Woods

Board Secretary  
Juli Lichtenberger

Please join us at our  
school board meetings.  
Unless otherwise  
scheduled the board  
meets the second and  
fourth Mondays  
of the month.

District Office  
Board Room  
6:30 p.m.

**Mission Statement**  
*Dallas School District  
is centered on students,  
powered by  
collaboration, built on  
equity, and driven by  
excellence.*

*Dallas School District  
111 SW Ash Street  
Dallas OR 97338*

*503.623.5594 ph  
503.623.5597 fax*

**Agenda**  
**Work Session at LaCreole Middle School – 3:00 p.m.**  
**Board Meeting at District Office Board Room – 4:15 p.m.**  
**February 27, 2024**  
**<https://dsd2-org.zoom.us/j/84855147461>**

**Work Session with LaCreole Staff**

- **Introductions**
- **What are your successes, accomplishments or things that you are proud of this year?**
- **What are you currently struggling with or directing your resources to address?**
- **What are you focused on improving individually, in departments or grade levels, and as a building?**

**1.0 Welcome/Pledge of Allegiance**

**2.0 Approval of the Agenda**

**3.0 Good News**

- 3.1 Morrison student Olivia Gish is one of the winners of a City writing contest. Students wrote about “Why do I love Dallas and what am I doing to make it better.”
- 3.2 Recently Morrison held an assembly to celebrate student awards for academic accomplishments, citizenship and attendance.
- 3.3 Seth Jones is the Dallas High School Rotary/Dutch Bros. January 2024 Student of the Month. Congratulations.
- 3.4 Dallas High School Rotary Interact Club participated in the Special Olympics Polar Plunge. The club was able to raise \$3,400 for Special Olympics.
- 3.5 Dallas High School Boys Wrestling took first place at the district tournament and broke the team scoring record with 500.5 points. The team will take 29 wrestlers to the state tournament, 20 boys and 9 girls.
- 3.6 Austin Markee was named District Wrestling Coach of the Year.
- 3.7 Every swimmer broke their personal record at the district meet.
- 3.8 Lyle held their jogathon and students are currently fundraising for their laps.
- 3.9 Elementary teachers Brooke Cross and Malery Schleusner completed their apprenticeship to become district trainers for the elementary school constructing meaning program.

**4.0 Public Comment**

**5.0 Announcements**

- 5.1 February & March Calendars 606
  - 5.1.1 Next Board Meeting March 11, 2024 at 4:15 p.m. following a work session at Morrison at 3:00 p.m.
  - 5.1.2 Citizens Oversight Committee Meeting March 5, 2024 at 5:30 p.m.
  - 5.1.3 Finance Committee Meeting, March 14, 2024 at 5:30 p.m.

<b>6.0</b>	<b>Consent Agenda</b>	
6.1	Approval of the February 12, 2024 Board Minutes	608
<b>7.0</b>	<b>Special Education Annual Report – Autymn Galbraith</b>	610
<b>8.0</b>	<b>Strategic Plan Report – Tim Larson, Shannon Ritter &amp; Todd Baughman</b>	
<b>9.0</b>	<b>Budget Committee Member Appointments (Board Action)</b>	
9.1	Reappointment of Dave Morris, Jerry Boudreaux, and Jeffrey Laeng	
<b>10.0</b>	<b>Dallas High School Roof Renovation (Board Action) – Bob Archer</b>	612
<b>11.0</b>	<b>Transfers of Nonresident Students for the 2024-25 School Year (Board Action) – Steve Spencer</b>	
<b>12.0</b>	<b>Resolution #23-24-06 Recognizing Classified Appreciation Week, March 4-8, 2024 (Board Action)</b>	614
<b>13.0</b>	<b>Reports</b>	
13.1	Citizens Oversight Committee Draft Minutes	615
<b>14.0</b>	<b>Discussion Items</b>	
14.1	Fund Balance Policy DBDB and DBDB-AR	619
<b>15.0</b>	<b>Adjourn</b>	



## Public Participation in Board Meetings

During each school board meeting, the agenda has been set to include an item titled “public comment.” It is during this portion of the agenda the public can comment on any item that is or is not on the agenda.

Because of the nature of the Board’s work, it is typical that the Board will hear from a patron. Public participation is a time for the Board to listen, not a time for discussion or responding to questions, as the Board needs adequate time to process the information received to ensure proper steps are taken going forward. The Board may direct questions to district administrative staff to respond to after the meeting. If input is given related to an action item later in the agenda, the Board will use the input during their discussion or deliberation of that specific item. All public comment during a Board meeting is limited to 3 minutes for each individual. Up to 5 minutes may be granted to one person who represents a group of 3 or more with similar testimony. The Board Chairperson may adjust or extend allowable time limits, if necessary.

The Board cannot hear complaints about specific school personnel during an open meeting. If a patron has a specific complaint against district personnel, the board chair or the superintendent can direct the patron to the appropriate complaint process governed by board policy.

There are three ways to provide public comment at a Board meeting.

- 1) If you wish to address the Board in person during a Board meeting, please fill out the request for public comment form available outside the boardroom. If the meeting has started and you decide you would like to provide public comment, please alert the administrator who was the greeter or the board executive assistant with your request by simply handing them the public participation form. This will be directed to the board chair.
- 2) If you wish to address the Board remotely (via Zoom) during a Board meeting, please email Juli Lichtenberger, Executive Assistant to the Superintendent and Board, (juli.lichtenberger@dsd2.org) at least two hours prior to the start of the meeting. Clearly label the subject line as “Public Comment”. In the email state that you would like to address the board remotely during the meeting, and include the topic.

---

Steve Spencer, Superintendent

Rachel Alpert, Assistant Superintendent

Board of Directors: Ed Dressel • Lu Ann Meyer • Rob Ogilvie • Zach Steele • Jonathan Woods

- 3) If you wish to address the Board in hard copy or email please submit to Juli Lichtenberger, Executive Assistant to the Superintendent and Board, at [juli.lichtenberger@dsd2.org](mailto:juli.lichtenberger@dsd2.org) at least two hours prior to the start of the meeting. Clearly label the subject line or document as "Public Comment"

If you have questions about the district, we encourage you to contact our superintendent.

Thank you for your interest in Dallas School District.

All public meetings, assemblies and celebrations held by the Dallas School District 2 are required to be accessible to persons with disabilities under Title II of the Americans with Disabilities Act (ADA). Accommodations are available upon request to persons who require alternatively formatted materials or auxiliary aids to ensure effective communication and access to events. Please allow at least 10 business days to arrange for accommodations. All requests should be sent to:

DO Reception  
Dallas School District 2  
111 SW Ash Street  
Dallas, OR 97338  
503-623-5594

Or: e-mail [compliance.officer@dsd2.org](mailto:compliance.officer@dsd2.org)

# FEB 2024

SUN	MON	TUE	WED	THU	FRI	SAT
				01 Finance Committee Meeting 5:30 p.m.	02	03
04	05	06 Citizens Oversight Committee Meeting 5:30 p.m.	07	08	09	10
11	12 Board Meeting 6:30 p.m.	13	14	15 Finance Committee Meeting 5:30 p.m.	16 No School Inservice Day	17
18	19 No School Holiday	20 Technology Advisory Committee Meeting 3:00 p.m.	21	22	23	24
25	26	27 Board Work Session with LaCreole 3:00 p.m.  Board Meeting 4:15 p.m.	28	29		

# MAR2024

SUN	MON	TUE	WED	THU	FRI	SAT
					01	02
03	04	05 Citizens Oversight Committee Meeting 5:30 p.m.	06	07	08	09
10	11 Board Work Session with Morrison 3:00 pm.  Board Meeting 4:15 p.m.	12	13	14 Finance Committee Meeting 5:30 p.m.	15	16
17	18	19 Technology Advisory Committee Meeting 3:00 p.m.	20 K-3 Conferences	21 K-3 Conferences	22 K-12 Conferences	23
24	25 Spring Break	26 Spring Break	27 Spring Break	28 Spring Break	29 Spring Break	30
31						

**Minutes  
Board Meeting  
February 12, 2024  
6:30 p.m.  
<https://dsd2-org.zoom.us/j/84855147461>  
District Office Board Room**

**Present:** Jon Woods, Lu Ann Meyer, Rob Ogilvie, Ed Dressel, Zach Steele, Steve Spencer, Juli Lichtenberger, Rowan McDowell, Rachel Alpert, Sean Johnson, Liz Postlewait, Kas Knoll, Tami Montague, Nick Ingalls, Todd Baughman

**Visitors:** Mandy Straus, Craig Button, Kristine Blanchard, Kyle Diehm, Julia Shinkle

**1.0 Welcome/Pledge of Allegiance**

**2.0 Approval of the Agenda**

Zach Steele moved to approve the agenda, seconded by Ed Dressel. The motion passed unanimously.

**3.0 Good News**

- 3.1 LaCreole received a \$715.94 grant for yoga mats. A Yoga and Mindfulness for Mental Health project was funded through this grant from DonorsChoose.
- 3.2 Congratulations to Jose Romero who took first place at the Resers Tournament of Champions!
- 3.3 Lyle hosted OSU's Family Science & Engineering Night and had a great turnout.  
Kas Knoll, LaCreole Middle School Principal, and Liz Postlewait, Oakdale Heights Elementary School Principal, shared good news with the Board.

**4.0 Student Report – Rowan McDowell**

Rowan McDowell shared highlights of events at Dallas High School.

**5.0 Public Comment**

Mandy Straus shared concern about music played during the Snoball dance.

**6.0 Announcements**

- 6.1 February Calendar
  - 6.1.1 Next Board Meeting Tuesday, February 27, 2024 at 4:15 p.m. following a Work Session at LaCreole Middle School at 3:00 p.m.
  - 6.1.2 Citizens Oversight Committee Meeting March 5, 2024 at 5:30 p.m.
  - 6.1.3 Finance Committee Meeting February 15, 2024 at 5:30 p.m.

**7.0 Consent Agenda**

- 7.1 Approval of the January 22, 2024 Board Minutes
- 7.2 Staffing Report

Zach Steele moved to approve the Consent Agenda, seconded by Lu Ann Meyer. The motion passed unanimously.

#### **8.0 Financial Report – Tami Montague**

Tami Montague, Director of Fiscal Services, provided a report for month ending January 2024. The current projected ending fund balance is 5.44%. Discussion was held.

#### **9.0 Reports**

##### **9.1 2023 English Language Learner Legislative Report**

This is a report that is shared each year with the Board. Todd Baughman, Whole Child Administrator, shared some information regarding the data.

##### **9.2 Enrollment Report**

##### **9.3 Charter Schools Enrollment Reports**

##### **9.4 Charter Schools Financial Reports**

##### **9.5 Charter Schools Minutes and Agendas**

#### **10.0 Discussion Items**

##### **10.1 Board Self-Assessment**

The Board agreed to move forward with the self-assessment process.

Jon Woods, Board Chair, asked Board members to watch some current legislative bills. Discussion was held.

Discussion about the public comment heard earlier was held.

Board members would like to discuss the ending fund balance policy at a later meeting. Short discussion was held.

**Jon Woods read in a statement adjourning the Board into Executive Session.**

#### **11.0 Executive Session per ORS 192.660**

(2)(i) To Evaluate the Employment-Related Performance of District Personnel

**The Board adjourned back into regular session.**

#### **12.0 Adjourn at 8:01 p.m.**

\_\_\_\_\_  
Board Chair / Jon Woods

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary / Juli Lichtenberger

\_\_\_\_\_  
Date



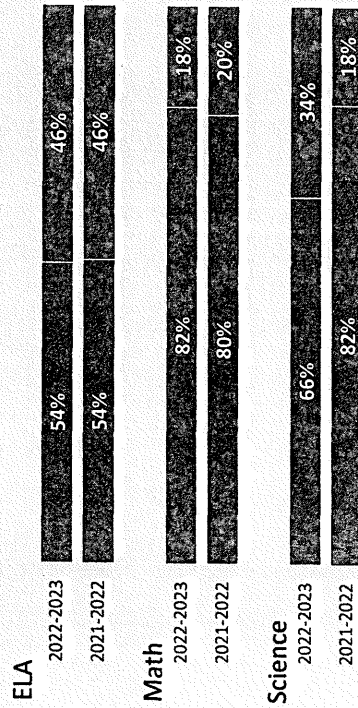


# Dallas High School

Data prepared by WESD staff



## OSAS Scores



## OSAS

There is not a significant difference between the outcomes in AY 22 and 23 in ELA and Math. This is based on a 40% participation rate. The difference in Science seems large, but only 20% of students participated the first year. By the second year, the participation was similar to ELA and Math.

## STAR

Fewer students achieved Spring reading benchmarks in AY 23 compared to AY 22. AY24 (Winter) scores are not yet available. Spring math benchmark rates were similar for AY 22 and 23. Fewer students had achieved benchmark in math by Winter AY 24. Note: the target increases each quarter, meaning some students may be gaining, but not to the point of meeting the new benchmark.

## Graduation Rates

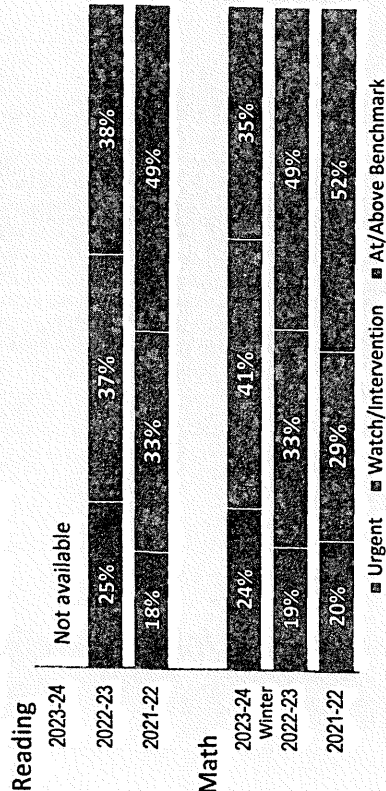
Four and five-year graduation rates have increased from AY 22 to 23, by 4 and 9% respectively.

## Regular Attender Rates

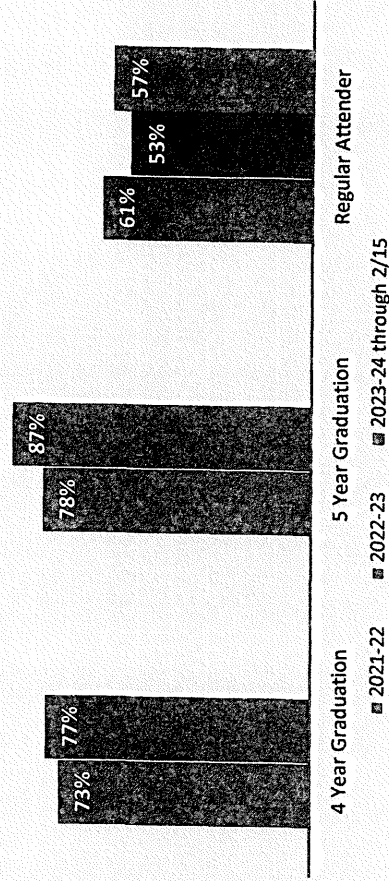
Regular attender rates decreased by 8% from AY 22 to 23. Rates to date (2/16) for the AY 24 are on the rise again by 4%.

## STAR Scores

(Spring unless otherwise noted.)





## Graduation, Completion & Regular Attender Rates







**2023-2024**  
February 27, 2024 (First Semester Report)

	2023-2024	2022-2023
Credits earned/Credits attempted	257.755/317.63 = 81%	607.79/724.245 = 84%
Students "on track" to graduate (earning 5 credits or more in semester and/or having 5 or fewer credits remaining to graduate)	54%	N/A
4-year Graduates	9	39
5-year Graduates	2	4
Other Completion	N/A	N/A
Regular Attenders (Percent of students attending 90% or more of classes)	58%	26%
Discipline Information	6 incidents (all vaping related)	N/A
Continuous Improvement Plan	<p>MCAP Goal: All Morrison students will complete and/or graduate high school. MCAP contributes to the Dallas High School student achievement goal for student 4-year graduation rate. MCAP also contributes to student achievement of 5th-year graduation and high school completion.</p> <p>Metrics for Progress Monitoring:</p> <ul style="list-style-type: none"> <li>• Credits needed at student entry</li> <li>• Individual credits earned/attempted</li> <li>• Individual Student Attendance</li> </ul> <p>Actions Leading to Goal Achievement:</p> <ul style="list-style-type: none"> <li>• Student attendance self-tracking (daily)</li> <li>• Student transcript review (monthly)</li> <li>• Advisory groups (daily)</li> <li>• MORR intervention time (daily/monthly)</li> <li>• PLC review of student data and concerns (weekly)</li> <li>• Positive Behavior Supports (ongoing)</li> <li>• Mental and physical health supports (ongoing)</li> </ul>	

 		Association of Educational		Weatherproofing Technologies, Inc. 3735 Green Road · Beachwood, Ohio 44122 · 216-292-5000	
		Valid for 60 days. After that time, project conditions are subject to reassessment.		Effective 01/01/2023	
WEATHERPROOFING TECHNOLOGIES, INC. LINE ITEM PRICING		Contract #:		IFB #021-D	
PROJECT COST PROPOSAL THROUGH INTER-MOUNTAIN ESD/AEPA IFB #021-D		PROPOSAL		5057403	
CUSTOMER	Dallas School District 2408 SW HALSEY, TROUTDALE OREGON 97060		DATE	9/11/2023	
PROJECT	2023-2024 DallasHigh School Restoration 1/3				
Bid Item Number	Description of Cost Factors	Unit of Measure	Price	Quantity	Project Amount
351719T800	ALPHAGUARD BIO TOPCT SAFETY YLW 3.1GLKIT	KIT	426.94	7	\$ 2,988.57
000000000000290400	PERMAFAB 40 X 324' ROLL	ROL	490.16	66	\$ 32,350.30
494105P	GEOGARD PRIMER 5 GAL	EA	641.71	3	\$ 1,925.12
230012R	PERMAFAB 12" X 300' ROLL	ROL	161.94	6	\$ 971.65
351710T800	ALPHAGUARD BIO TOPCOAT- WHITE 3.1 GL KIT	KIT	381.04	400	\$ 152,416.00
351700 800	ALPHAGUARD BIO BASECOAT A & B 4 GL KIT	KIT	462.44	660	\$ 305,213.04
400	Additional and occasional services Roofing supplies Discount off Retail Price List	% of Discount	13.4%		\$ 495,864.67
533	Installer	Per Hour	\$ 164.65	2,560	\$ 421,504.00
521	Construction Distributor Material For Repair Work METAL WALL PANELS GRANULES	Multiplier	1.15	\$ 9,400.00	\$ 10,810.00
				\$ 8,500.00	
				\$ 900.00	
387	Project site is located 65 or more miles from the contractor's/subcontractor's yard/home location	SF	\$ 0.73	59,380.00	\$ 43,347.40
455	10 year Restoration Warranty Over 10,000 Square Feet, Standard	EA	\$ 0.08	59,380	\$ 4,750.40
455	10 year Restoration Warranty Over 10,000 Square Feet, Standard	EA	\$ 0.08	59,380	\$ 4,750.40
511	Multiplier/factor to be applied to the R.S. Means costs for the National Cooperative Contractor Network	% To Be Applied	92%	\$ 76,665.92	\$ 70,532.65
FREIGHT PREPAID & ADD:					
					\$ 1,051,559.52
509	Performance and payment bond - bonding rate (percent of project)	%	0%		\$ 4,206.24
TOTAL PROJECT COST					\$ 1,055,765.76
* The pricing contained in this proposal is based in part on individual site-specific conditions and unique circumstances presented on each individual project, where applicable.					
* Multiple proposals may not be combined into one Purchase Order or Contract due to Prevailing Wage Laws.					

 		Weatherproofing Technologies, Inc. 3735 Green Road · Beachwood, Ohio 44122 · 216-292-5000			
		Effective 01/01/2023			
		Valid for 60 days. After that time, project conditions are subject to reassessment.			
WEATHERPROOFING TECHNOLOGIES, INC. LINE ITEM PRICING		Contract #: IFB #021-D			
PROJECT COST PROPOSAL THROUGH INTER-MOUNTAIN ESD/AEPA IFB #021-D		PROPOSAL	5057403		
CUSTOMER	Dallas School District 2408 SW HALSEY, TROUTDALE OREGON 97060	DATE	9/11/2023		
PROJECT	DALLAS HIGH SCHOOL RESTORATION ALTERNATE				
Bid Item Number	Description of Cost Factors	Unit of Measure	Price	Quantity	Project Amount
351710T800	ALPHAGUARD BIO TOPCOAT- WHITE 3.1 GL KIT	KIT	\$ 381.04	130	\$ 49,535.20
230012R	PERMAFAB 12" X 300' ROLL	ROL	\$ 161.94	2	\$ 323.88
290400	PERMAFAB 40 X 324' ROLL	ROL	\$ 490.16	21	\$ 10,293.28
49410SP	GEOGARD PRIMER 5 GAL	EA	\$ 641.71	2	\$ 1,283.41
351719T800	ALPHAGUARD BIO TOPCT SAFETY YLW 3.1GLKIT	KIT	\$ 426.94	2	\$ 853.88
351700 800	ALPHAGUARD BIO BASECOAT A & B 4 GL KIT	KIT	\$ 462.44	215	\$ 99,425.46
400	Additional and occasional services Roofing supplies Discount off Retail Price List	% of Discount	13.4%		\$ 161,715.11
533	Installer	Per Hour	\$ 164.65	736	\$ 121,182.40
521	Construction Distributor Material For Repair Work	Multiplier	1.15	\$ 240.00	\$ 276.00
	GRANULES			\$ 240.00	
387	Project site is located 65 or more miles from the contractor's/subcontractor's yard/home location	SF	\$ 0.73	19,390.00	\$ 14,154.70
540	Per diem rate - meals and lodging per 24 hour period	Per Day	\$ 143.00	20.00	\$ 2,860.00
455	10 year Restoration Warranty Over 10,000 Square Feet, Standard	EA	\$ 0.08	19,390	\$ 1,551.20
455	10 year Restoration Warranty Over 10,000 Square Feet, Standard	EA	\$ 0.08	19,390	\$ 1,551.20
546	R.S. Means Multiplier/Factor - Normal Hours - Prevailing Wage Rates	Percent	92%	\$ 25,555.29	\$ 23,510.87
FREIGHT PREPAID & ADD:					
SUBTOTAL					\$ 326,801.47
509	Performance and payment bond - bonding rate (percent of project)	%	0%		\$ 1,307.21
TOTAL PROJECT COST					\$ 328,108.68
* The pricing contained in this proposal is based in part on individual site-specific conditions and unique circumstances presented on each individual project, where applicable.					
* Multiple proposals may not be combined into one Purchase Order or Contract due to Prevailing Wage Laws.					

**DALLAS SCHOOL DISTRICT #2  
DALLAS, OREGON  
February 27, 2024**

**RESOLUTION NO. 23-24-06  
RECOGNIZING CLASSIFIED EMPLOYEE APPRECIATION WEEK  
MARCH 4 - 8, 2024**

**WHEREAS**, the education of youth is essential to the future of our community, state, country and world; and

**WHEREAS**, classified employees are the backbone of our public education system; and

**WHEREAS**, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

**WHEREAS**, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

**WHEREAS**, our community depends upon and trusts classified employees to serve students; and

**WHEREAS**, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

**NOW, THEREFORE, BE IT RESOLVED** that the Dallas School District Board of Directors proclaims March 6-10, 2023, to be **CLASSIFIED EMPLOYEE APPRECIATION WEEK**; and

**BE IT FURTHER RESOLVED** that the Dallas School District Board of Directors strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Adopted this 27<sup>th</sup> day of February, 2024.

By: \_\_\_\_\_  
Chair, Jon Woods, School District Board of Directors

Attest:

By: \_\_\_\_\_  
Superintendent, Steve Spencer

**Minutes**  
**Citizens Oversight Committee**  
**February 6, 2024**  
**District Office Board Room**  
**5:30 pm**

- **Present:** Jerry Boudreaux, Bob Archer, Steve Spencer, Sean Johnson, Candy Posey, Gary Suderman, Jennifer Reinhardt, Marlene Gillis, Clara Woolsey, Bill Masei, Tami Montague, Deena Loughary, Tara Townley

- **Guests:** Matt Woolsey, Greg Hiebert

**1.0 Welcome** - Meeting called to order at 5:31 p.m.

**2.0 Approval of Minutes –**

- Motion made by Tara Townley to approve minutes from January 2, 2024, meeting, motion seconded by Bill Masei, motion carried, minutes are approved.
- Steve discussed the management of the conversation that occurred in the January 2<sup>nd</sup> meeting. There were some things said that he felt that he could have managed better. He passed out Every Student Belongs Policy as a reminder of the totality of the responsibility that the COC has as a committee. It is state law, and the policy has been adopted by the school board.

**3.0 Financial Update – Presented by Tami Montague**

- Tami and Bob have been working to create a Financial Update that is more of a condensed version of what HMK sends the district. The report is the same report for the COC, the board report and what is going out to the community. Tami explained what the rows and columns mean in the new report. The report also shows what the expenditures for the Seismic projects at the high school and middle school were. The district has a responsibility to spend 85% of the funding in the first three years after the Bonds are sold. To date we have spent \$5,700,404 on Bond specific projects and \$3,513,830 on Seismic projects. The district is planning on a second Bond issuance in June of this year.

**4.0 Old Business –**

- 4.1 LaCreole Gym –** The building will be a Pre-engineered Metal Building (PEMB), it is the most cost effective and no matter where the building is located, it will be attached to the existing building, it will not be an unattached building

with exterior entries. It will be a competition-size gym but will not have seating for hundreds of people, it will have some pull-out bleachers, restrooms, storage. Both buildings will have the same “amenities” no matter which option is selected. There will be no additional parking added, what is already there is adequate. The cost from Emerick has gone up because there was not a contingency listed in the last estimate. There is now a 20% contingency listed in the estimate and their cost to do the work, the prices in the estimate are construction costs only, it does not include owner costs. If the gym is put on the South side of the middle school, it will include taking some of the band room and office space from that program to create an interior corridor for better flow and circulation. The doors located on the southeast side could be used for after-hours access. There will be an additional firewall and paving that will need to be added to get fire trucks in and out and we will have to replace any parking that is removed. The trash compactor would need to be moved; the commodities freezer would stay where it is. Jen stated that the South side would be easier for managing kids, having the gym on the west side would be disruptive for the teachers in the hall that the PE classes would have to walk by. Community access would continue to be on the South side of the building. Jerry suggested that the committee get staff members that would be affected by putting the gym on the South side of the building involved in the discussion to get their thoughts regarding proposed changes. Sending a survey out to the community was brought up, again, since the community are the ones that voted for the Bond and are paying for it. The survey would have to be very concise, to the point and only give the community bullets points, otherwise it gets too convoluted. It was suggested that the new gym building be put in the field where the backstop is. Making a free-standing building on that site could be more cost effective, however the cost of getting utilities and services to the building could become a concern. Soderstrom will put something together regarding placing the gym in the field.

## **5.0 New Business**

**5.1 Project Update** – The steel work and framing are complete at LaCreole. The roof will hopefully be put in place the next time we get two consecutive days without rain. The project remains on budget. Added drop ceiling as discussed and we are currently working with Energy Trust of Oregon and looking at about 90% payback on LED lighting upgrades. District Office/Morrison vestibule and the vestibule at the high school are on track for this summer. Demolition in the restrooms at the District Office/Morrison is scheduled to begin during Spring Break. The lock contractor is also going to be starting to cut into door frames for

access controls that will be completed this summer. Intercom is being completed at the middle school, Whitworth will be next, then the high school and the other buildings will follow during the spring and summertime. The last two sections of the roof at the high school will be replaced and then that building will be 100% replacement on the roof of that building. Siding quotes are being obtained for various structures throughout the district. We are working towards more HVAC upgrades; the majority will be component replacement (compressors, motors, existing parts) within the existing boxes, not full unit replacements.

**5.2 Long Range Planning** – The district has another \$20,000 TAP Grant through the Department of Education to continue Long Range Facility Assessments and to update our planning. The district will be putting a group together possibly sometime in March with a diverse group of citizens from the community.

**5.3 HMK Contract** – The district is in the process of bringing the financial and budgetary piece back to the district for us to oversee directly. The reports that we receive from them are cumbersome, hard to read, hard to follow and it is expensive to pay for them every month. There has been turnover within the HMK firm, and we decided that we would take on the financial aspect within the district rather than pay someone else to play catch up. We will still be utilizing them in the direct project management capacity, but we are working on things to try to minimize the cost of using them. Invoices for contractors were getting held up for weeks at a time while waiting for HMK to get them to the district.

## **6.0 Public Input –**

- Matt Woolsey spoke regarding 4.0 and the location of the new gym.

## **7.0 Next Meeting – March 5, 2024, 5:30 pm at the District Office Boardroom**

- Jerry asked for members to think about others in the community that might be interested in joining the COC.

## **8.0 Adjourn**

- It was asked that if committee members have ideas for others who might be interested in joining the committee to please forward names to Bob.
- Motion made by Gary Suderman; motion seconded by Tara Townley. Meeting adjourned at 7:11 p.m.



---

**Committee Chair**

**Jerry Boudreaux**

---

**Date**

---

**Committee Secretary**

**Natalie Castillo**

---

**Date**

DRAFT

## Dallas School District 2

Code: DBDB  
 Adopted: 6/11/19  
 Revised/Readopted: 10/10/22  
 Orig. Code(s): DBDB

### Fund Balance

The Board recognizes its responsibility to establish an unrestricted fund balance in an amount sufficient to:

1. Protect the district from unnecessary borrowing in order to meet cash-flow needs;
2. Provide prudent reserves to meet unexpected emergencies and protect against catastrophic events;
3. Meet the uncertainties of state and federal funding; and
4. Help ensure a district credit rating that would qualify the district for lower interest costs and greater marketability of bonds that may be necessary in the construction and renovation of school facilities.

Consequently, the Board directs the superintendent to manage the currently adopted district budget in such a way to ensure an ending fund cash balance of at least 8 percent of total general fund adopted revenues. Should the unrestricted ending fund balance be projected to drop below 5 percent of total general fund adopted revenues the superintendent will direct an immediate budget and planning review.

In determining an appropriate unrestricted fund balance, the Board will consider a variety of factors with potential impact on the district's budget including the predictability and volatility of its expenditures<sup>1</sup>; the availability of resources in other funds as well as the potential drain upon general fund resources from other funds<sup>2</sup>; liquidity<sup>3</sup>; and designations<sup>4</sup>. Such factors will be reviewed annually or when deemed necessary.

END OF POLICY

---

#### Legal Reference(s):

ORS 294.311(18)

ORS 294.398

ORS 332.107

---

<sup>1</sup> Higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile.

<sup>2</sup> The availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the general fund, just as deficits in other funds may require that a higher level of unrestricted fund balance be maintained in the general fund.

<sup>3</sup> The disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained.

<sup>4</sup> The need to maintain a higher level of unrestricted fund balance to compensate for any portion of unrestricted fund balance already designated for a special purpose.

Code: DBDB-AR  
Adopted: 4/23/19  
Revised/Readopted: 10/10/22  
Orig. Code(s): DBDB-AR

## Restoration of Low Funds Balance

The Board recognizes the unrestricted general fund ending fund balance has diminished over recent years as state and federal funding has been increasingly inadequate to carry out the mission of the district.

In order to restore the unrestricted general fund ending fund balance to comply with Board policy DBDB – Fund Balance, the Board directs the superintendent to implement a formal plan to add a minimum one percent of general fund adopted revenue each year to the general fund ending fund balance that carries forward to the next fiscal year. This action will continue until the ending fund balance meets 8 percent.

END OF POLICY

---

### Legal Reference(s):

ORS 294.311(18)

ORS 294.371

ORS 332.107