



Steve Spencer  
Superintendent

Rachel Alpert  
Assistant Superintendent

2024-2025  
**Board of Directors**  
Ed Dressel  
Lu Ann Meyer  
Rob Ogilvie  
Zach Steele  
Jon Woods

Juli Lichtenberger  
Board Secretary

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.*

**Our Vision**  
*Each student is known  
by name, strength, and  
need – pursuing a life  
of engagement,  
innovation, and  
success.*

**Tagline:**  
Ask yourself...Is it  
good for kids?

*Dallas School District  
111 SW Ash Street  
Dallas OR 97338  
503.623.5594 ph*

**Agenda**  
**Work Session at Morrison Campus – 2:45 p.m.**  
**Board Meeting at District Office – 3:45 p.m.**  
**November 25, 2024**  
**<https://dsd2-org.zoom.us/j/84855147461>**

**Work Session with Morrison Campus**

- **Introductions**
- **Showcase your School**
- **What are some challenges you face which the Board can help you overcome?**
- **Discussion**

**1.0 Welcome/Pledge of Allegiance**

**2.0 Approval of the Agenda**

**3.0 Good News**

- 3.1 Whitworth raised \$14,800 through their Jogathon! Students earned an ice cream treat day, a dunk tank at field day, KONA Ice Cream truck, and Mr. Button and Mr. Bruns will switch their colors and wear their rival's gear (Ducks and Beavers) for a day.
- 3.2 Oakdale staff participated in a Sammy & Friends safety training presented by author and trainer, Clair Marie.
- 3.3 Dallas Education Foundation has awarded over \$13,330 to Dallas High School teachers who applied for a grant.
- 3.4 Lyle's PTC hosted a successful Harvest Festival with many parent volunteers.
- 3.5 LaCreole's Veterans Day Letter from Dallas Retirement Village.

**4.0 Student Report – Annie Edmiston**

**5.0 Public Comment**

**6.0 Announcements**

- 6.1 November & December Calendars 471
  - 6.1.1 Next Board Meeting December 9, 2024 at 6:30 p.m.
  - 6.1.2 Citizens Oversight Committee Meeting January 7, 2025 at 5:30 p.m.
  - 6.1.3 District Equity Advisory Committee Meeting December 5, 2024 at 5:00 p.m.
  - 6.1.4 Finance Committee Meeting December 19, 2024 at 5:30 p.m.

**7.0 Consent Agenda**

- 7.1 Approval of the October 28, 2024 Board Minutes 473
- 7.2 Approval of the October 29, 2024 Board Minutes 476
- 7.3 Staffing Report 478
- 7.4 EFA – Local Wellness 479
- 7.5 GBDA – Expression of Milk or Breast-feeding in the Workplace 486
- 7.6 GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements 487

7.7	GBN/JBA – Sexual Harassment	490
8.0	<b>Financial Report – Tami Montague</b>	499
9.0	<b>Building Metrics Report – Tyler Lalack</b>	
10.0	<b>Policies First Read</b>	
10.1	JHCA/JHCB – Immunization and School Sports Participation	503
10.2	IGBAF – Special Education–Individualized Education Program (IEP)	506
10.3	IGBAG – Special Education–Procedural Safeguards	507
10.4	JBAA – Section 504-Students	510
10.5	JGAB – Use of Restraint or Seclusion	511
10.6	EBBA – Student Health Services	516
11.0	<b>Administrative Rules (Information Only)</b>	
11.1	JBAA-AR – Section 504-Students	518
12.0	<b>Oregon School Boards Association Election (Board Action)</b>	
12.1	Board of Directors Position 13	523
12.2	Resolution to Amend Oregon School Boards Association’s Dues Schedule	527
12.3	Resolution to Create the Oregon School Board Members PRIDE Caucus and designate a seat on the Oregon School Boards Association Board of Directors and Legislative Policy Committee	529
12.4	Resolution to Adopt the proposed amendments to the Oregon School Boards Association Bylaws	539
13.0	<b>Reports</b>	
13.1	Enrollment Report	556
13.2	Charter School Enrollment Reports	558
13.3	Charter School Financial Reports	560
13.4	Charter School Minutes and Agendas	574
13.5	Citizens Oversight Committee Draft Minutes	582
13.6	District Equity Advisory Committee Draft Minutes	585
14.0	<b>Executive Session per ORS 192.660</b> (2)(i) To Evaluate the Employment-Related Performance of District Personnel	
15.0	<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.

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**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)

# NOV2024

SUN	MON	TUE	WED	THU	FRI	SAT
					01	02
					No School District Inservice Day	
03	04	05	06	07	08	09
		Citizens Oversight Committee Meeting 5:30 p.m.		District Equity Committee Meeting 5:00 p.m.  OSBA Annual Convention	OSBA Annual Convention	OSBA Annual Convention
10	11	12	13	14	15	16
	No School Holiday					
17	18	19	20	21	22	23
				Finance Committee Meeting 5:30 p.m.		
24	25	26	27	28	29	30
	K-12 Conferences  Board Work Session with Morrison 2:45 p.m.  Board Meeting 3:45 p.m.	K-12 Conferences	K-12 Conferences	No School Holiday	No School	

# DEC 2024

SUN	MON	TUE	WED	THU	FRI	SAT
01	02	03	04	05 District Equity Advisory Committee Meeting 5:00 p.m.	06	07
08	09 Board Meeting 6:30 p.m.	10	11	12	13	14
15	16	17	18	19 Finance Committee Meeting 5:30 p.m.	20	21
22	23 Winter Break	24 Winter Break	25 Winter Break	26 Winter Break	27 Winter Break	28
29	30 Winter Break	31 Winter Break				

**Minutes**  
**Board Meeting**  
**October 28, 2024**  
**6:30 p.m.**  
<https://dsd2-org.zoom.us/j/84855147461>  
**District Office Board Room**

**Present:** Lu Ann Meyer, Rob Ogilvie, Ed Dressel, Jon Woods, Zach Steele, Steve Spencer, Juli Lichtenberger, Rachel Alpert, Sean Johnson, Bob Archer, Liz Postlewait, Todd Baughman, Reed Langdon, Tyler Lalack, Tami Montague, Nick Ingalls

**Vistors:** Arriel Robinson, Zach Dindinger, Stacy Straight, Emilee Dindinger

**1.0 Welcome/Pledge of Allegiance**

**2.0 Approval of the Agenda**

Ed Dressel moved to approve the agenda, seconded by Rob Ogilvie. The motion passed unanimously.

**3.0 Good News**

- 3.1 LaCreole held an Open House recently which was well attended.
  - 3.2 Lyle's kindergarten enjoyed a field trip to EZ Orchards Pumpkin Patch and the first grade spent a day at the Oregon Zoo.
  - 3.3 Dallas High School was recognized by the House of Representatives in Washington DC as the first high school in Marion and Polk County to offer the College Civics Course.
- Good news was shared with the Board.

**4.0 Public Comment**

No public comment.

**5.0 Announcements**

- 5.1 October & November Calendars
  - 5.1.1 Board Work Session at Dallas High School October 29, 2024 at 8:00 a.m.
  - 5.1.2 No Board Meeting on November 11, 2024
  - 5.1.3 Next Board Meeting November 25, 2024 at 3:45 p.m. following a Work Session at Morrison Campus at 2:45 p.m.
  - 5.1.4 Citizens Oversight Committee Meeting November 5, 2024 at 5:30 p.m.
  - 5.1.5 District Equity Advisory Committee Meeting November 7, 2024 at 5:00 p.m.
  - 5.1.6 Finance Committee Meeting November 21, 2024 at 5:30 p.m.

**6.0 Consent Agenda**

- 6.1 Approval of the October 14, 2024 Board Minutes
- 6.2 GCBDA/GDBDA – Family Leave
- 6.3 EBBB – Injury or Illness Reports

- 6.4 DJC – Bidding Requirements
- 6.5 EBCB – Emergency Procedure Drills and Instruction  
Rob Ogilvie moved to approve the Consent Agenda, seconded by Ed Dressel. The motion passed unanimously.

**7.0 Technology & Innovation Annual Report – Sean Johnson**

Sean Johnson, Director of Technology and Innovation, shared highlights from the annual report. Highlights included implementation of FMX, increased use of PowerSchool reports, and enhanced security and usability. Technology device leases will be ending in a staggered fashion by 2026. Talks of replacement for these devices is a focus. Discussion was held.

**8.0 Division 22 Standards Assurances – Nick Ingalls**

Nick Ingalls, Director of Teaching and Learning, shared an overview of Division 22 rules and categories. Dallas School District is compliant with the standards. Essential Skills Graduation Requirements are waived for students graduating through the end of the 2027-28 school year. One corrective plan was in place regarding universal dyslexia screenings. That area has now been corrected and is now compliant. New/revised rules and requirements were shared.

**9.0 2023-2024 At-a-Glance District Profile – Nick Ingalls**

Nick Ingalls shared the At-a-Glance report highlights. On-time graduation are actually at 89% however the report reflects a lower percent. Discussion was held.

**10.0 Building Metrics Report – Liz Postlewait, Reed Langdon & Darrick Bruns**

Liz Postlewait, Principal at Oakdale Elementary School, shared highlights from the building metrics report. Behavior data tracking is being recalibrated. Reed Langdon, Principal at Lyle Elementary School, shared highlights from the building metrics report. There slight increase in attendance. Principals are working towards aligning data between the two buildings. Phonics scope and sequence is being reviewed and some additional tools have been purchased for second grade. The buildings are coming together in a different way as they work together on the data. Reed Langdon shared highlights from the Whitworth Elementary School metrics report. Increased behavior reported this year.

**11.0 Finance Committee Application (Board Action)**

Tyler Ferrari applied to be a member of the Finance Committee. Steve Spencer, Superintendent, recommended approval of the application. Jon Woods made a motion to approve Tyler Ferrari as a member of the Finance Committee, seconded by Ed Dressel. The motion passed unanimously.

**12.0 Policies First Read**

- 12.1 EFA – Local Wellness
- 12.2 GBDA – Expression of Milk or Breast-feeding in the Workplace
- 12.3 GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements
- 12.4 GBN/JBA – Sexual Harassment

Rachel Alpert, Assistant Superintendent, shared highlights of the proposed changes in the policies. A few changes will be made prior to placing on the Consent Agenda at the next meeting.

**13.0 Administrative Rules (Information Only)**

13.1 JHFE/GBNAB-AR – Reporting of Suspected Abuse of a Child

13.2 KBA-AR – Public Records Request  
Reviewed by the Board.

**14.0 Reports**

14.1 Equity Committee Draft Minutes

Steve Spencer shared what a nice job Todd Baughman is doing working with the committee.

**15.0 Adjourn at 7:30 p.m.**

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**Board Chair / Lu Ann Meyer**

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**Date**

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**Board Secretary / Juli Lichtenberger**

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**Date**



**Minutes**  
**Work Session at Dallas High School**  
**October 29, 2024**  
**8:00 a.m.**  
<https://dsd2-org.zoom.us/j/84855147461>

**Present:** Lu Ann Meyer, Rob Ogilvie, Jon Woods, Ed Dressel, Zach Steele, Steve Spencer, Juli Lichtenberger, Rachel Alpert, Nick Ingalls, Bob Archer, Ron Snivley, Sean Johnson, Tim Larson, Shannon Ritter, Todd Baughman

**Visitors:** Dallas High School Staff

**1.0 Work Session with Dallas High School Staff**

- **Introductions**
  - The Board introduced themselves to the staff
  - Tim Larson, Principal, welcomed the Board
- **Showcase your School**
  - Play opens on Halloween
  - Band is projecting tripling numbers in the next five years
  - Band instruments are being donated and grants are being written
  - Staff pick up band and eighth grade invitational
  - Dragon Academy hit 100 students online with five teachers supporting the program
  - Dallas wrestling camp started this week with 100 participants
  - Art will be going up in the halls this week
  - National FFA Convention was recently attended
  - Leadership has been meeting with the City Youth Advisory Committee regarding safe paths to school
  - AP College Civics Course is new
  - New Spanish teacher was introduced
  - AP US History class won a competition against Central
  - Instructional Leadership Team growth
  - DHS Site Council has began again with several parents wanted to be involved
  - Media and communications for athletics
  - Business ideas and business mentors from the community, started a spirit wear store
  - Working closely with Morrison to find the right setting for students
  - Counseling staff is working hard to support students emotionally and academically
  - Shannon Ritter has been working on the high accreditation process
- **What are some challenges you face which the Board can help you overcome?**
  - Loss of two English teachers the last few years has been challenging
  - Large class sizes due to the loss of two math teachers
  - The ability for staff to get into the building when needed
  - Growing demographic of other language learners in our community without supports to be successful
    - Conversations have begun district wide to find supports
  - Has there been progress toward an AI Policy
    - Admin have been working with WESD on a policy

- Would like to have a policy ready for the Board by the end of the year
  - Turnitin has been purchased to help control plagiarism
- Band program is growing and wondered what the Board may like to see
- **Discussion**
  - There are community supports to help with some program needs
  - What recommendations do you have to increase attendance
    - All students phone poll to find out why they are or are not attending school
    - PowerSquare has been successful
    - Results from survey sent out last year
    - Attendance and truancy can only be enforced to a certain degree
    - Growing programs help keep them engaged
    - Strong desire of connection was a common theme when asking students
    - Additional CTE programs

**2.0 Adjourn at 8:52 a.m.**

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**Board Chair / Lu Ann Meyer**

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**Date**

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**Board Secretary / Juli Lichtenberger**

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**Date**

www.dallas.k12.or.us

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Staffing Report  
November 25, 2024

10/28/2024	Licensed	Julienne	Cornman	New Hire	Re Hire	10/28/2024	DO	Sped Teacher		8	1	190	Replaces Baylee Anderson
11/19/2024	Classified	Delaney	Osborn	Resignation	Resignation w/o DSD benefits	10/22/2024	DHS	EA Special Needs III DLC	E09H	7.5	0.9375	E1	Original hire 10/19/21
11/19/2024	Classified	Allena	Pinney	Resignation	Resignation w/o DSD benefits	11/22/2024	WW	Special Needs II	E05B	5.5	0.6875	E1	Original hire 3/3/22
11/19/2024	Classified	Danielle	Landis	Resignation	Resignation w/o DSD benefits	6/27/2025	DHS	Admin Sec Athletics	O08B	8	1	B1	Original hire 12/10/15
11/19/2024	Admin	Ann	Ziehl	Resignation	Resignation w/o DSD benefits	10/31/2024	DO	Director of Special Education		8	1	260	Original hire 8/12/24
11/19/2024	Classified	Madelon	Delaney	Resignation	Resignation w/o DSD benefits	11/12/2024	Lyle	EA Special Needs III DLC	E09H	5.5	0.6875	E1	Original hire 9/11/24
11/19/2024	Classified	Kristin	Allen	CoS	Moving from Lyle SLP to Lyle DLC	11/18/2024	Lyle	EA Special Needs III DLC	E09H	5.5	0.6875	E1	Employee requested change
11/19/2024	Classified	Becky	King	New Hire	Previous employee	11/18/2024	Lyle	EA Special Needs III SLP	E09H	5.5	0.6875	E1	Replaces Kristin Allen

Steve Spencer, Superintendent

Rachel Alpert, Assistant Superintendent

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

## Dallas School District 2

Code: EFA  
 Adopted: 7/11/17  
 Orig. Code: EFA

### Local Wellness

The district is committed to the optimal development of every student and believes that a positive, safe and health-promoting learning environment is necessary for students to have the opportunity to achieve personal, academic, developmental and social success.

To help ensure students possess the knowledge and skills necessary to make healthy choices for a lifetime, the superintendent shall prepare and implement a comprehensive district nutrition program consistent with state and federal requirements for districts sponsoring the National School Lunch Program (NSLP) and/or the School Breakfast Program (SBP). The program shall reflect the Board's commitment to providing adequate time for instruction that fosters healthy eating through nutrition education and promotion, serving healthy and appealing foods at district schools, developing food-use guidelines for staff and establishing liaisons with nutrition service providers, as appropriate.

The district superintendent or designee shall establish a Wellness Advisory Committee to advise the district in the development, review and update of the local wellness policy.

#### **POLICY IMPLEMENTATION, MONITORING, ACCOUNTABILITY AND COMMUNITY ENGAGEMENT**

The district shall manage and coordinate the implementation of this local wellness policy.

1. Implementation will consist of, but not be limited to, the following: Delineating roles, responsibilities, actions and timelines specific to each school;
2. Generating and disseminating information about who will be responsible to make what change, by how much, where and when;
3. Establishing standards for all foods and beverages provided (but not sold) to students during the school day on participating school campuses;
4. Establishing standards and nutrition guidelines for all foods and beverages sold to students during the school day on participating school campuses that meet state and federal nutrition standards for NSLP and SBP, competitive foods, permit marketing of same that meets the competitive food nutrition standards, and promotes student health and reduces child obesity; and
5. Establishing specific goals for nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness.

The Board designates the district principals as the people who will be responsible for ensuring each school meets the goals outlined and complies with this policy.

#### **Notification of Policy**

The district will inform the public about the content and implementation of the local wellness policy, and post the policy and any updates to the policy on the district website annually. Included will be, if available,

the most recent assessment of the implementation, and a description of the progress being made in attaining the goals of the policy. The district will publicize the name and contact information of the district or school official(s) leading and coordinating the policy and information on how the public can get involved with the local wellness policy. This information will be published on the district's website and in district communications.

### **Triennial Progress Assessments**

At least once every three years, the district will evaluate the implementation of this policy and its progress with a triennial assessment and produce a progress report that will include:

1. The extent to which schools under the jurisdiction of the district are in compliance with the policy;
2. The extent to which the district's policy compares to model local school wellness policy; and
3. A description of the progress made in attaining the goals of the district's policy.

The district will publish the triennial progress report on the district website when available. The district will update or modify the policy based on results of the triennial assessment.

### **Community Involvement, Outreach and Communications**

The district will actively communicate ways in which the community can participate in the development, implementation and periodic review and update of the local wellness policy. The district will communicate information about opportunities in community news, on the district's website, on school websites, and/or in district or school communications. The district will ensure that communications are culturally and linguistically appropriate to the community.

Parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the Board, school administrators, and the general public will be solicited to participate in the periodic review and update of the local school wellness policy.

### **Nutrition Promotion and Nutrition Education**

Nutrition promotion and nutrition education positively influence lifelong eating behaviors by using evidence-based strategies and techniques and nutrition messages and by creating food environments that support healthy nutrition choices.

To promote nutrition education in the schools, the principal is responsible for ensuring the following goals are implemented:

1. Students and staff will receive consistent nutrition messages throughout the school environment;
2. Nutrition education is provided throughout the student's school years as part of the district's age-appropriate, comprehensive nutrition program[ (which includes the benefits of healthy eating, essential nutrients, nutritional deficiencies, principles of healthy weight management, the use and misuse of dietary supplements, safe food preparation, and handling and storage related to food and eating)], and is aligned and coordinated with the Oregon Health Education Standards and school health education programs;

3. Nutrition education will include culturally relevant, participatory activities that include social learning strategies and activities that are aligned and coordinated with the Oregon Health Education Standards and school health education programs;
4. Teachers will receive curriculum-specific training;
5. Parents and families are encouraged through school communications to send healthy snacks/meals and reusable water bottles with their student to school;
6. Families and community organizations are involved, to the extent practicable, in nutrition education;
7. Materials on how to assess one's personal eating habits, set goals for improvement and achieve those goals.

Nutrition promotion, including marketing and advertising nutritious foods and beverages to students, will be implemented consistently through a comprehensive and multi-channel approach, (e.g., in the classroom, cafeteria and at home) by staff, teachers, parents, students and the community.

To ensure adequate nutrition promotion, the following goals will be implemented:

1. Information about available meal programs is distributed prior to or at the beginning of the school year and at other times throughout the school year;
2. Information about availability and location of a Summer Food Service Program (SFSP) is distributed;
3. Nutrition promotion materials are sent home with students, published on the district website, and distributed at parent-teacher conferences;
4. Families are invited to attend exhibitions of student nutrition projects or health fairs;
5. Physical activity is encouraged to be part of all school-community events.

### **School Meals**

All schools within the district participate in U.S. Department of Agriculture (USDA) child nutrition programs, administered through the Oregon Department of Education (ODE), including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), Summer Food Service Program (SFSP), and other programs.

The district's available meal program(s) will operate to meet meal pattern requirements and dietary specifications in accordance with the Healthy, Hunger-Free Kids Act and applicable federal laws and regulations.

The principal(s) will support nutrition and food services operation as addressed in Board policy EFAA – District Nutrition and Food Services and its accompanying administrative regulation EFAA-AR – Reimbursable Meals and Milk Programs.

### **Water**



Free, safe, unflavored, drinking water will be available to all students throughout the school day and throughout every school campus. The district will make drinking water available where school meals are served during mealtimes.

### **Competitive Foods and Beverages**

The district controls the sale of all competitive foods. All foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed Smart Snacks Standards<sup>1</sup>. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores, snack or food carts and fund raising.

### **Celebrations and Rewards/Incentives**

All foods and beverages offered on the school campus are encouraged to meet the nutrition standards set by the USDA and the Oregon Smart Snacks Standards. This includes, but is not limited to, celebrations, parties, and classroom snacks brought by parents.

### **Fund Raising**

Foods and beverages that meet or exceed the nutrition standards set by the USDA and the Oregon Smart Snacks Standards may be sold through fund raisers on the school campus during the school day. Such requests to conduct a fund raiser will be submitted to the principal for approval before starting.

### **Food and Beverage Marketing in Schools**

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the nutrition standards for competitive foods set by the USDA.

## **PHYSICAL ACTIVITY AND PHYSICAL EDUCATION**

A quality physical education program is an essential component for all students to learn about and participate in physical activity. The district will develop and assess student performance standards and program minute requirements in order to meet ODE's physical education content standards and state law.

Physical activity should be included in the school's daily education program for grades K through 12 and include regular, instructional physical education, as well as co-curricular activities and recess.

In order to ensure students are afforded the opportunity to engage in physical education and physical activity in the school setting, the following goals are established:

1. Physical education will be a course of study that focuses on students' physical literacy and development of motor skills;
2. Physical education courses will be the environment where students learn, practice and are assessed on developmentally appropriate knowledge, skills and confidence to become physically literate;

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<sup>1</sup> Oregon Department of Education, [Oregon Smart Snacks Standards](#)



3. Instruction, provided by adequately prepared teachers, i.e., licensed or endorsed to teach physical education, will meet the state adopted academic content standards for physical education (Oregon Revised Statute (ORS) 329.045). Teachers of physical education shall regularly participate in professional development activities annually;
4. Physical activity during the school day (including, but not limited to, recess, classroom physical activity breaks or physical education) will not be used as a punishment or a reward;
5. At least 50 percent of the weekly physical education class time in grades K through 8 shall be devoted to actual physical activity;
6. A student with a disability shall have suitably adapted physical education incorporated as part of their individualized education program (IEP) developed under ORS 343.151. A student who does not have an IEP but has chronic health problems, other disabling conditions or other special needs that preclude them from participating in regular physical education instruction, shall have suitably adapted physical education incorporated as part of their individualized health plan, developed by the district

### **Employee Wellness**

The district encourages staff to pursue a healthy lifestyle that contributes to their improved health status, improved morale and a greater personal commitment to the school's overall wellness program. Many actions and conditions that affect the health of staff may also influence the health and learning of students. The physical and mental health of staff is integral to promoting and protecting the health of students and helps foster their academic success. The district's Employee Wellness Program will promote health, reduce risky behaviors of employees and identify and correct conditions in the workplace that can compromise the health of staff, reduce their levels of productivity, impede student success and contribute to escalating health-related costs such as absenteeism.

The district will collaborate with community partners to identify programs, services and/or resources to compliment and enrich employee wellness endeavors.

The district's Employee Wellness Program may include the following:

1. Health education and health promoting activities that focus on skill development and lifestyle behavior that change along with awareness building, information dissemination, access to facilities, and are preferably tailored to employees' needs and interests;
2. Safe, supportive social and physical environments including organizational expectations about healthy behavior, and implementation of policy that promotes health and safety and reduces the risk of disease;
3. Linkage to related programs such as employee assistance programs, emergency care and programs that help employees balance work life and family life;
4. Education and resources to help employees make decisions about health care; and
5. Nutrition and fitness educational opportunities that may include but are not limited to, the distribution of educational and informational materials, and the arrangement of presentations and

workshops that focus on healthy lifestyles, health assessments, fitness activities and other appropriate nutrition and physical activity related topics.

The district encourages participation from all employees. “Employees” are not limited to instructional staff (i.e., teachers and instructional assistants), but includes all administrators and support staff.

The following groups are seen as essential for establishing, implementing and sustaining an effective employee wellness program:

1. School personnel who implement existing wellness programs in the district (i.e., employee wellness committee);
2. District personnel who implement health programs for students (e.g., school health coordinator, school nurses, psychologist, health and physical educators, nutrition professionals, counselors and other staff); and
3. Decision makers who have the authority to approve policy and provide administrative support essential for a school wellness program (e.g., Board members, superintendents, human resource administrators, fiscal services administrators and principals).

### **Other Activities that Promote Student Wellness**

The district will integrate wellness activities throughout the entire school environment (districtwide). The district will coordinate and integrate other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complimentary, not duplicated and work toward the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

The district will provide the following activities and encourage the following practices which promote local wellness:

1. Safe Routes to Schools Program;
2. Physically active family and community engagement activities for families to learn about healthy eating or to practice being active together (e.g., skate night, fun run, dance night);
3. Nonfood-related fund raisers;
4. Physical activity energizers during transitions from one subject to another;
5. Assemblies which focus on wellness issues such as the importance of breakfast, healthy beverages, and how students and staff can incorporate 60 minutes of physical activity into their day;
6. Use of alternates to food as rewards in the classroom;
7. Creation of connections between out-of-school time (OST) programs that involve staff members from OST programs, both school- and community-based, in school initiatives that address healthy eating, such as school wellness teams or wellness committees;
8. Integration of social, emotional and mental health supports into school programs (e.g., promote a positive school climate where respect is encouraged and students can seek help from trusted adults);

9. Include wellness as a standing agenda item for school-based meetings (e.g., staff meetings, site council meetings, PTO).

## DEFINITIONS

1. “Competitive food” means all food and beverages other than meals reimbursed under programs authorized by the Richard B. Russell National School Lunch Act and the Child Nutrition Act available for sale to students on the school campus during the school day.
2. “Food and beverage marketing”<sup>[2]</sup> is defined as advertising and other promotion in schools. Food and beverage marketing often includes an oral, written or graphic statement made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product.
3. “Oregon Smart Snacks Standards”<sup>3</sup> means the State’s minimum nutrition standards for competitive foods and beverages (ORS 336.423).
4. “School day” means, for the purpose of competitive food standards implementation, the period from the midnight before, to 30 minutes after the end of the official school day[, i.e., at the conclusion of afternoon student activities, such as athletic, music or drama practices, clubs, academic support and enrichment activities].
5. “School campus” means, for the purpose of competitive food standards implementation, all areas of property under the jurisdiction of the school that are accessible to students during the school day.

## END OF POLICY

### Legal Reference(s):

[ORS 327.531](#)  
[ORS 327.537](#)  
[ORS 329.496](#)  
[ORS 332.107](#)

[ORS 336.423](#)  
[OAR 581-051-0100](#)  
[OAR 581-051-0305](#)

[OAR 581-051-0306](#)  
[OAR 581-051-0310](#)  
[OAR 581-051-0400](#)

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b (2018).  
 National School Lunch Program, 7 C.F.R. Part 210 (2022).  
 School Breakfast Program, 7 C.F.R. Part 220 (2022).

<sup>2</sup> This term includes, but is not limited to, the following: brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container; displays, such as on vending machine exteriors; corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: Immediate replacement of these items is not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is financially possible over time so that items are in compliance.); corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, student assignment books or school supplies displayed, distributed, offered or sold by the district; advertisements in school publications or school mailings; free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

<sup>3</sup> Oregon Department of Education, [Oregon Smart Snacks Standards](#)

## Dallas School District 2

Code: GBDA  
 Adopted: 1/09/23  
 Orig. Code(s): GBDA

### Expression of Milk or Breast-feeding in the Workplace

When possible an employee must give reasonable notice of the intent to express milk or breast-feed to a supervisor. The district shall provide the employee a reasonable rest period to express milk or breast-feed each time the employee has a need to express milk or breast-feed. If feasible, the employee will take the rest period at the same time as the rest periods or meal periods provided by the district.

The district will make a reasonable effort to provide a location, other than a public restroom or toilet stall, in close proximity to the employee's work area, where an employee can express milk or breast-feed in private, concealed from view and without intrusion by other employees or the public. "Close proximity" means within walking distance from the employee's work area that does not appreciably shorten the rest or meal period. If a private location is not within close proximity to the employee's work area, the district may not include the time taken to travel to and from the location as part of the break period.

The following locations have been identified in each facility for milk expression or breast-feeding:

1. District office: location, e.g., a private office in the district office building;
2. Oakdale Heights Elementary School: Room 101;
3. Lyle Elementary School: Room 1A;
4. Whitworth Elementary School: Room 23;
5. LaCreole Middle School: Room 30 1A;
6. Dallas High School: Room 735A;
7. Morrison Campus/District Office: Room 113.

An employee who expresses milk during work hours may use the available refrigeration to store the expressed milk. The district must allow the employee to bring a cooler or other insulated food container to work for storing the expressed milk and ensure there is adequate space in the workplace to accommodate the employee's cooler or insulated food container.

This policy and the list of designated locations is published in the employee handbook. The list of designated locations is available upon request in the central office of each school facility and in the district's central office.

END OF POLICY

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#### Legal Reference(s):

ORS 243.650  
ORS 653.077

ORS 653.256  
OAR 839-020-0051

#### Cross Reference(s):

GCBDD/GDBDD - Sick Time

Expression of Milk or Breast-feeding in the Workplace – GBDA

## Dallas School District 2

Code: GBNAB/JHFE  
 Adopted: 9/10/12  
 Revised/Readopted: 5/25/21; 1/09/23  
 Orig. Code(s): JHFE

### Suspected Abuse of a Child Reporting Requirements\*\*

Any district employee who has reasonable cause to believe that any child with whom the employee has come in contact has suffered abuse<sup>1</sup> shall ~~orally report or cause an oral report immediately by telephone or otherwise make a report to the local office of the Oregon Department of Human Services (DHS) through the centralized child abuse reporting system<sup>2</sup> for its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to Oregon Revised Statute (ORS) 419B.010.~~ Any district employee who has reasonable cause to believe that any **person**<sup>3</sup> with whom the employee is in contact has abused a child shall immediately report ~~or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010~~ described above.

The report must contain, ~~If if known, the report shall contain~~ the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

Abuse of a child by district employees, contractors<sup>4</sup>, agents<sup>5</sup>, volunteers<sup>6</sup>, or students is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative regulations.

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to ~~the Oregon Department of Human Services (DHS) or through its centralized child abuse reporting system or to a designee or the local law enforcement agency pursuant to ORS 419B.015,~~ and to ~~the~~ designated licensed administrator.

<sup>1</sup> Includes the neglect of a child; abuse is defined in ORS 419B.005.

<sup>2</sup> {How to report abuse or neglect: Oregon DHS. Call 855-503-SAFE (7233)}

<sup>3</sup> "Person" could include adult, student or other child.

<sup>4</sup> "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

<sup>5</sup> "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

<sup>6</sup> "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.



The district will designate a licensed administrator and an alternate licensed administrator, in the event that the designated licensed administrator is the suspected abuser, for each school building to receive reports of suspected abuse of a child by district employees, contractors, agents, volunteers or students.

If the superintendent is the alleged perpetrator the report shall be submitted to the Assistant Superintendent who shall also report to the Board chair.

The district will post the names and contact information of the designees for each school building, in the respective school, designated to receive reports of suspected abuse and the procedures in GBNAB/JHFE-AR(1) - Reporting of Suspected Abuse of a Child the designee will follow upon receipt of a report, the contact information for making a report to local law enforcement and the centralized child abuse reporting system of local DHS office or its designee, and a statement that this duty to report suspected abuse is in addition to the requirements of reporting to a designated licensed administrator.

When a designee receives a report of suspected abuse, the designee will follow procedures established by the district and set forth in administrative regulation GBNAB/JHFE-AR(1) - Reporting of Suspected Abuse of a Child. All such reports of suspected abuse will be reported to a law enforcement agency or DHS, or its designee, for investigation, and the agency will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged abuser.

When there is reasonable cause to support a report, a district employee suspected of abuse shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety. When there is reasonable cause to support a report, a district contractor, agent or volunteer suspected of abuse shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

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

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

The initiation of a report in good faith, pursuant to this policy, may not adversely affect any terms or conditions of employment or the work environment of the person initiating the report or who may have been subjected to abuse. If a student initiates a report of suspected abuse of a child by a district employee, contractor, agent, volunteer or student, in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer. Intentionally making a false report of abuse of a child is a Class A violation.

The district shall provide information and training each school year to district employees on the prevention and identification of abuse, the obligations of district employees under ORS 339.388 and ORS 419B.005 - 419B.050 and as directed by Board policy to report suspected abuse of a child, and appropriate electronic communications with students. The district shall make available each school year the training described above to contractors, agents, volunteers, and parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees. The district shall provide each school year information on the prevention and identification of abuse, the obligations of district employees under Board policy to report abuse, and appropriate electronic communications with students to contractors, agents and volunteers. The district shall make available each school year training that is designed to prevent abuse to students attending district-operated schools.

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

1. A description of conduct that may constitute abuse;
2. A description of the investigatory process and possible consequences if a report of suspected abuse is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors, and agents when they attempt to obtain a new job, as provided under ORS 339.378. A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable or probable cause to believe the district employee, contractor or agent engaged in abuse, unless criteria found in ORS 339.378(2)(c) are applicable.

Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The district shall make available to students, district employees, contractors, agents, and volunteers a policy of appropriate electronic communications with students.

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

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

END OF POLICY

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**Legal Reference(s):**

ORS 339.370 - 339.400  
ORS 418.257 - 418.259

ORS 419B.005 - 419B.050

OAR 581-022-2205

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009), vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F.3d 1201 (9th Cir. 2011).



## Dallas School District 2

Code: GBN/JBA  
 Adopted: 9/08/14  
 Revised/Readopted: 1/09/23; 9/25/23  
 Orig. Code(s): GBN/JBA

### Sexual Harassment

The district is committed to eliminating sexual harassment. Sexual harassment will not be tolerated in the district. All students, staff members and other persons are entitled to learn and work in an environment that is free of harassment. All staff members, students and third parties are subject to this policy. Any person may report sexual harassment.

The district processes complaints or reports of sexual harassment under Oregon Revised Statute (ORS) 342.700 et. al. and federal Title IX laws found in Title 34 C.F.R. Part 106. Individual complaints may require both of these procedures, and may involve additional complaint procedures.

#### General Procedures

When information, a report or complaint regarding sexual harassment is received by the district, the district will review such information, report or complaint to determine which law applies and will follow the appropriate procedures. When the alleged conduct could meet both of the definitions in ORS Chapter 342 and Title IX, both complaint procedures should be processed simultaneously (*see* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure and GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure). The district may also need to use other complaint procedures when the alleged conduct could meet the definitions for other complaint procedures.

#### OREGON DEFINITION AND PROCEDURES

##### Oregon Definition

Sexual harassment of students, staff members or third parties<sup>1</sup> shall include:

1. A demand or request for sexual favors in exchange for benefits;
2. Unwelcome conduct of a sexual nature that is physical, verbal, or nonverbal and that:
  - a. Interferes with a student's educational activity or program;
  - b. Interferes with a school or district staff member's ability to perform their job; or
  - c. Creates an intimidating, offensive, or hostile environment.

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<sup>1</sup> "Third party" means a person who is not a student or a school or district staff member and who is: 1) on or immediately adjacent to school grounds or district property; 2) at a school-sponsored activity or program; or 3) off school grounds or district property if a student or a school or district staff member acts toward the person in a manner that creates a hostile environment for the person while on school or district property, or at a school- or district-sponsored activity.

3. Assault when sexual contact occurs without the student's, staff member's or third party's consent<sup>2</sup>.  
~~because the student, staff member or third party is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threats.~~

Sexual harassment does not include conduct that is necessary because of a job duty of a school or district staff member or because of a service required to be provided by a contractor, agent, or volunteer, if the conduct is not the product of sexual intent or a person finding another person, or another person's actionsaction, offensive because of that other person's sexual orientation or gender identity.

Examples of sexual harassment may include, but not be limited to, physical touching or graffiti of a sexual nature; displaying or distributing of sexually explicit drawings; pictures and written materials; sexual gestures or obscene jokes; touching oneself sexually or talking about one's sexual behaviors in front of others; or spreading rumors about or rating other students or others as to appearance, sexual activity or performance.

### Oregon Procedures

Reports and complaints of sexual harassment should be made to any administrator at a school building or to either of the following individual(s):

Name	Position	Phone	Email
<u>Rachel Alpert</u>	<u>Assistant Superintendent</u>	<u>503-623-5594</u>	<u>compliance.officer@dsd2.org</u>
<u>Ron Snively<sup>3</sup></u>	<u>Title IX Coordinator</u>	<u>503-623-8336</u>	<u>compliance.officer@dsd2.org</u>

These individual(s) are responsible for accepting and managing complaints of sexual harassment. Persons wishing to report should contact them using the above information. *See* GBN/JBA-AR(1) - Sexual Harassment Complaint Procedure.

### Response

Any staff member who becomes aware of behavior that may violate this policy shall immediately report to a district official. The district official (with coordination involving the reporting staff member when appropriate) will take any action necessary to ensure the:

1. Student is protected and to promote a nonhostile learning environment;
2. Staff member is protected and to promote a nonhostile work environment; or
3. Third party who is subjected to the behavior is protected and to promote a nonhostile environment.

This includes providing resources for support measures to the student, staff member or third party who was subjected to the behavior and taking any actions necessary to remove potential future impact on the

<sup>2</sup> "Without consent" means an act performed: (a) without the knowing, voluntary and clear agreement by all parties to participate in the specific act; or (b) when a person who is a party to the act is incapacitated by drugs or alcohol; unconscious; or pressured through physical force, coercion or explicit or implied threats to participate in the act.

<sup>3</sup> ~~This person is also as the athletic director in the district.~~

student, staff member or third party, but are not retaliatory against the student, staff member or third party being harassed or the person who reported to the district official.

Any student or staff member who feels they are a victim of sexual harassment are encouraged to ~~immediately~~ report their concerns to district officials, this includes officials such as the principal, compliance officer or superintendent. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

### **Investigation**

All reports and complaints about behavior that may violate this policy shall be investigated. The district may use, but is not limited to, the following means for investigating incidents of possible harassment:

1. Interviews with those involved;
2. Interviews with witnesses;
3. Review of video surveillance;
4. Review of written communications, including electronic communications;
5. Review of any physical evidence; and
6. Use of third-party investigator.

The district will use a reasonable person standard when determining whether a hostile environment exists. A hostile environment exists if a reasonable person with similar characteristics and under similar circumstances would consider the conduct to be so severe as to create a hostile environment.

The district may take, but is not limited to, the following procedures and remedial actions to address and stop sexual harassment:

7. Discipline of staff and students engaging in sexual harassment;
8. Removal of third parties engaged in sexual harassment;
9. Additional supervision in activities;
10. Additional controls for district electronic systems;
11. Trainings and education for staff and students; and
12. Increased notifications regarding district procedures and resources.

When a student or staff member is harassed by a third party, the district will consider the following:

13. Removing that third party's ability to contract or volunteer with the district, or be present on district property;
14. If the third party works for an entity that contracts with the district, communicating with the third party's employer;

15. If the third party is a student of another district or school, communicate information related to the incident to the other district or school;
16. Limiting attendance at district events; and
17. Providing for additional supervision, including law enforcement if necessary, at district events.

### **No Retaliation**

Retaliation against persons who initiate complaint or otherwise report sexual harassment or who participate in an investigation or other related activities is prohibited. The initiation of a complaint, reporting of behavior, or participation in an investigation, in good faith about behavior that may violate this policy may not adversely affect the:

18. Educational assignments or educational environment of a student or other person initiating the complaint, reporting the behavior, or participating in the investigation; or
19. Any terms or conditions of employment or of work or educational environment of a school or district staff member or other person initiating the complaint, reporting the behavior, or participating in the investigation.

Students who initiate a complaint or otherwise report harassment covered by the policy or who participate in an investigation may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered because of the report or investigation, unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct.

### **Notice**

When a person<sup>4</sup> who may have been affected by this policy files a complaint or otherwise reports behavior that may violate the policy, the district shall provide written notification to the following:

20. Each reporting person;
21. If appropriate, any impacted person who is not a reporting person;
22. Each reported person; and
23. Where applicable, a parent or legal guardian of a reporting person, impacted person, or reported person.

The written notification must include<sup>5</sup>:

24. Name and contact information for all person designated by the district to receive complaints;

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<sup>4</sup> Student, staff member, or third party, or if applicable, the student or third party's parent. If the person is a minor, the district should consider when to contact the person's parent.

<sup>5</sup> Remember confidentiality laws when providing any information.

25. The rights of the person that the notification is going to;
26. Information about the internal complaint processes available through the school or district that the student, student's parents, staff member, person or person's parent who filed the complaint may pursue, including the person designated for the school or district for receiving complaints and any timelines;
27. Notice that civil and criminal remedies that are not provided by the school or district may be available to the person through the legal system and that those remedies may be subject to statutes of limitation;
28. Information about services available to the student or staff member through the school or district, including any counseling services, nursing services or peer advising;
29. Information about the privacy rights of the person and legally recognized exceptions to those rights for internal complaint processes and services available through the school or district;
30. Information about, and contact information for, services and resources that are available to the person, including but not limited to:
  - a. For the reporting person, state and community-based resources for persons who have experienced sexual harassment; or
  - b. For the reported persons, information about and contact information for state and community-based mental health services.
31. Notice that students who report about possible prohibited conduct and students who participate in an investigation under this policy may not be disciplined for violations of the district's drug and alcohol policies that occurred in connection with the reported prohibited conduct and that were discovered as a result of a prohibited conduct report or investigation unless the student gave another person alcohol or drugs without the person's knowledge and with the intent of causing the person to become incapacitated and vulnerable to the prohibited conduct; and
32. Prohibition of retaliation.

Notification, to the extent allowable under state and federal student confidentiality laws, must be provided when the investigation is initiated and concluded. The notification at the conclusion must include whether a violation of the policy was found to have occurred.

The notice must:

33. Be written in plain language that is easy to understand;
34. Use print that is of a color, size and font that allows the notification to be easily read; and
35. Be made available to students, students' parents, staff members and member of the public at each office, at the district office and on the website of the school or district.

### **Oregon Department of Education (ODE) Support**

The ODE will provide technical assistance and training upon request.

## FEDERAL DEFINITION AND PROCEDURES

### Federal Definition

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

36. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;
37. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity<sup>6</sup>;
38. "Sexual assault": an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation;
39. "Dating violence": violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship;
40. "Domestic violence": felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction; or
41. "Stalking": engaging in a course of conduct directed at a specific person that would cause a reasonable person fear for the person's own safety or the safety of others, or suffer substantial emotional distress.

This definition only applies to sex discrimination occurring against a person who is a subject of this policy in the United States. A district's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX.

### Federal Procedures

The district will adopt and publish grievance procedures that provide for the prompt and equitable resolution of the student and employee complaints alleging any action that would be prohibited by this policy. *See* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure.

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<sup>6</sup> "Education program or activity" includes locations, events, or circumstances over which the recipient exercised substantial control over both the respondent and the context in which the sexual harassment occurs." (Title 34 C.F.R. § 106.44(a))



## Reporting

Any person may report sexual harassment. This report may be made in person, by mail, by telephone, or by electronic mail, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. The report can be made at any time.

The athletic director is designated as the Title IX Coordinator and can be contacted at 503-623-8336. The Title IX Coordinator will coordinate the district's efforts to comply with its responsibilities related to this policy~~AR~~. The district prominently will display the contact information for the Title IX Coordinator on the district website and in each handbook.

## Response

The district will promptly respond to information, allegations or reports of sexual harassment when there is actual knowledge of such harassment, even if a formal complaint has not been filed.<sup>7</sup> The district shall treat complainants and respondents equitably by providing supportive measures<sup>8</sup> to the complainant and by following a grievance procedure<sup>9</sup> prior to imposing any disciplinary sanctions or other actions that are not supportive measures against a respondent. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

The Title IX Coordinator must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes, with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.<sup>10</sup>

If after an individualized safety and risk analysis, it is determined that there is an immediate threat to the physical health or safety of any person, an emergency removal of the respondent can take place.<sup>11</sup> The district must provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. A non-student employee may also be placed on non-disciplinary administrative leave pending the grievance process.

## Notice

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<sup>7</sup> (Title 34 C.F.R. § 106.44(a)) Response cannot be deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

<sup>8</sup> (Title 34 C.F.R. § 106.44(a)) Supportive measures means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment.<sup>8</sup> The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide supportive measures. (Title 34 C.F.R. § 99.30(a))

<sup>9</sup> This grievance procedure must meet the requirements of Title 34 C.F.R. § 106.45 (included in accompanying administrative regulation, *see* GBN/JBA-AR(2) - Federal Law (Title IX) Sexual Harassment Complaint Procedure).

<sup>10</sup> The Title IX Coordinator may also discuss that the Title IX Coordinator has the ability to file a formal complaint.

<sup>11</sup> The district may still have obligations under Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973 or the American with Disabilities Act (ADA). (Title 34 C.F.R. § 106.44(c))



The district shall provide notice to all applicants for admission and employment, students, parents or legal guardians, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the following:

42. The name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator(s);
43. That the district does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX. This includes admissions and employment; and
44. The grievance procedure and process, how to file a formal complaint of sex discrimination or sexual harassment, and how the district will respond.

Inquiries about the application to Title IX and its requirements may be referred to the Title IX Coordinator or the Assistant Secretary<sup>12</sup>, or both.

### **No Retaliation**

Neither the district or any person may retaliate<sup>13</sup> against an individual for reporting, testifying, providing evidence, being a complainant, otherwise participating or refusing to participate in any investigation or process in accordance with this procedure. The district must keep confidential the identity of parties and participating persons, except as disclosure is allowed under Family Educational Rights and Privacy Act (FERPA), as required by law, or to carry out the proceedings herein. Complaints of retaliation may be filed using these procedures.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding does not constitute retaliation.

### **Publication**

This policy shall be made available to students, parents of students and staff members. This policy shall be prominently published in the student handbook and on the district website. This policy shall also be made available at each school office and at the district office. The district shall post this policy on a sign in all grade 6 through 12 schools, on a sign that is at least 8.5 inches by 11 inches in size. A copy of the policy will be made available to any student, parent of a student, school or district staff member, or third party upon request.

END OF POLICY

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### **Legal Reference(s):**

ORS 243.706  
ORS 332.107  
ORS 342.700  
ORS 342.704  
ORS 342.708

ORS 342.850  
ORS 342.865  
ORS 659.850  
ORS 659A.006  
ORS 659A.029

ORS 659A.030  
OAR 581-021-0038  
OAR 584-020-0040  
OAR 584-020-0041

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<sup>12</sup> Of the United States Department of Education.

<sup>13</sup> Retaliation includes, but is not limited to, intimidation, threats, coercion, and discrimination.

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

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

Dallas School District 2024-2025		General Fund Operations							October 2024
Resources primarily come from the State School Fund Grant formula and may be used for general operations of the school district									
GENERAL FUND OPERATIONS (FUND 100)		Current MTD	Current YTD	Add: Projections	Adjustments*	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes
Beginning Fund Balance				\$2,111,493		\$2,111,493	\$2,500,000	-\$388,507	Based on Unaudited "Final" Sept 1
Local Sources (Property Taxes, Interest, Fees)		\$47,005	\$137,810	\$10,579,441		\$10,717,251	\$10,502,489	\$214,762	
Flow Through ESD, County School Funds		\$54,737	\$54,737	\$45,000		\$99,737	\$90,000	\$9,737	
State Sources (SSF, Common School Fund, High Cost Disability)		\$2,395,119	\$11,978,471	\$17,945,329		\$29,923,800	\$29,903,961	\$19,839	
Federal Sources (In Lieu of Property Taxes)		\$0	\$0	\$3,550		\$3,550	\$3,550	\$0	
Other Sources		\$0	\$0			\$0	\$0	\$0	
TOTAL REVENUE		\$2,496,861	\$12,171,018	\$28,573,319	\$0	\$40,744,338	\$40,500,000	\$244,338	
AVAILABLE RESOURCES (REV + BEG FUND BAL)		\$2,496,861	\$12,171,018	\$30,684,812	\$0	\$42,855,831	\$43,000,000	-\$144,169	
Expenditures by Appropriation		Current MTD	Current YTD	Add: Encumbrances	Adjustments*	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes
Instruction		\$2,108,442	\$5,599,394	\$18,620,153	\$1,253,607	\$25,473,155	\$25,136,381	-\$336,774	
Support Services		\$1,321,390	\$4,451,579	\$10,089,659	\$507,019	\$15,048,258	\$14,908,619	-\$139,639	
Enterprise and Community Services						\$0	\$0	\$0	
Facilities Acquisition and Construction						\$0	\$0	\$0	
Transfers to Other Funds					\$168,000	\$168,000	\$168,000	\$0	
Contingencies						\$0	\$827,000	\$827,000	
Unappropriated Ending Fund Balance						\$0	\$1,960,000	\$1,960,000	
TOTAL EXPENDITURES		\$3,429,832	\$10,050,974	\$28,709,813	\$1,928,627	\$40,689,413	\$43,000,000	\$2,310,587	
SURPLUS / (DEFICIT)		-\$932,972	\$2,120,045			\$2,166,418			
Ending Fund Balance						\$2,166,418	5.32%	of Revenues	Board Policy 8%
Investment Account Balances by Type		Yield	Beg Bal	Deposits	Withdrawals	End Bal		Debt Obligation	
General Operations (5703,5018)		5.11%	\$2,958,470	\$2,283,635	\$2,405,444	\$2,836,661	Annual Debt	Paid YTD	Due by June 30, 2025
Debt Service (5770)		5.11%	\$886,406	\$9,298	\$0	\$895,704	\$3,698,920	\$0	\$3,698,920
Capital Projects (3974,6022)		5.11%	\$19,711,011	\$85,334	\$0	\$19,796,345			
Total District			\$23,555,887	\$2,378,267	\$2,405,444	\$23,528,710			

Dallas School District 2024-2025	Fund Group	Appropriation Monitoring						October 2024
GENERAL OPERATIONS	F100s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Instruction		\$5,620,596	\$18,620,153.31	\$24,240,749	\$25,336,381	\$1,095,632	+	
Support Services		\$4,452,543	\$10,089,659	\$14,542,202	\$15,249,619	\$707,417	+	
Enterprise and Community Services			\$0	\$0	\$0	\$0	+	
Facilities Acquisition and Construction				\$0	\$0	\$0	+	
Transfers to Other Funds				\$0	\$0	\$0	+	
Contingencies				\$0	\$168,000	\$168,000	+	
TOTAL				\$0	\$1,960,000	\$1,960,000	+	
				\$38,782,951	\$42,714,000	\$3,931,049	+	
SPECIAL GRANTS & PROJECTS	F200s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Instruction		\$987,237	\$4,084,362	\$5,071,599	\$6,914,856	\$1,843,257	+	
Support Services		\$449,629	\$964,096	\$1,413,725	\$2,110,162	\$696,437	+	
Enterprise and Community Services		\$273,515	\$911,659	\$1,185,174	\$1,287,500	\$102,326	+	
Transfers to Other Funds				\$0	\$96,000	\$96,000	+	
TOTAL				\$0	\$96,000	\$96,000	+	
		\$1,710,381	\$5,960,117	\$7,670,498	\$10,408,518	\$2,738,020	+	
DEBT SERVICE	F300s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Debt Service		\$0	\$0	\$0	\$6,045,516	\$6,045,516	+	
TOTAL		\$0	\$0	\$0	\$6,045,516	\$6,045,516	+	
CAPITAL PROJECTS (BOND)	F400s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Facilities Acquisition and Construction		\$1,806,771	\$2,260,291	\$4,067,061	\$10,380,000	\$6,312,939	+	
Contingencies				\$0	\$5,000,000	\$5,000,000	+	
TOTAL		\$1,806,771	\$2,260,291	\$4,067,061	\$15,380,000	\$11,312,939	+	
UNEMPLOYMENT INSURANCE FUND	F700s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Support Services		\$100,589	\$49,411	\$150,000	\$700,000	\$550,000	+	
TOTAL		\$100,589	\$49,411	\$150,000	\$700,000	\$550,000	+	
TOTAL APPROPRIATION SUMMARY	ALL	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Instruction		\$6,607,832	\$22,704,515	\$29,312,347	\$32,251,237	\$2,938,890		
Support Services		\$5,002,761	\$11,103,166	\$16,105,927	\$18,059,781	\$1,953,854		
Enterprise and Community Services		\$273,515	\$911,659	\$1,185,174	\$1,287,500	\$102,326		
Facilities Acquisition and Construction		\$1,806,771	\$2,260,291	\$4,067,061	\$10,380,000	\$6,312,939		
Transfers to Other Funds		\$0	\$0	\$0	\$264,000	\$264,000		
Debt Service		\$0	\$0	\$0	\$6,045,516	\$6,045,516		
Contingencies		\$0	\$0	\$0	\$6,960,000	\$6,960,000		
TOTAL		\$13,690,879	\$36,979,630	\$50,670,509	\$75,248,034	\$24,577,525		
UNAPPORTIONED	ALL							
TOTAL BUDGET	ALL				\$2,700,580			
					\$77,948,614			



Dallas School District 2024-2025	Capital Projects Funds						October 2024	
Proceeds from 2022 voter approved bonds sold to complete a variety of construction projects around the district.								
CAPITAL CONSTRUCTION F403 Voter Approved Bond	Prior Year Cumulative Total	Current MTD	Current YTD	Add: Projections	Annual Forecast	Revenue Total ALL Years	Project Budget	Variance Fav / (Unfav)
Beginning Fund Balance	\$0	\$0	\$0	\$20,824,503	\$20,824,503			
Interest	\$719,882	\$84,600	\$367,014	\$800,000	\$1,167,014	\$1,886,896	\$2,000,000	-\$113,104
OSCIM Grant	\$0	\$0	\$0	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$0
Bond Issuance #1 2022	\$12,756,016	\$0	\$0	\$0	\$0	\$12,756,016	\$12,756,016	\$0
Bond Issuance #2 2024	\$15,235,000	\$0	\$0	\$0	\$0	\$15,235,000	\$15,235,000	\$0
Bond Proceeds	\$2,886,380	\$0	\$0	\$0	\$0	\$2,886,380	\$0	\$2,886,380
Other Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$1,310,508	-\$1,310,508
TOTAL REVENUE	\$31,597,278	\$84,600	\$367,014	\$4,800,000	\$5,167,014	\$36,764,292	\$35,301,524	\$1,462,768
TOTAL AVAILABLE RESOURCES	\$31,597,278		\$367,014		\$25,991,517			
Expenditures by Building	Prior Year Cumulative	Current MTD	Current YTD	Encumbered	Annual Forecast	Project Total ALL Years	Original Proj Budget	Variance Fav / (Unfav)
Lyle Elementary	\$55,360	\$9,599	\$296,732	\$338,787	\$635,520	\$690,880	\$3,865,970	\$3,175,090
Oakdale Elementary	\$271,699	\$0	\$19,274	\$244,285	\$263,559	\$535,259	\$2,095,520	\$1,560,261
Whitworth Elementary	\$158,929	\$0	\$86,319	\$174,548	\$260,867	\$419,795	\$2,728,840	\$2,309,045
LaCreole Middle School	\$4,059,693	\$21,350	\$413,150	\$344,893	\$758,043	\$4,817,736	\$6,739,312	\$1,921,576
Dallas High School	\$1,763,936	\$21,120	\$300,712	\$421,274	\$721,986	\$2,485,922	\$9,727,985	\$7,242,063
Morrison Building	\$800,940	\$5,252	\$514,565	\$174,957	\$689,522	\$1,490,462	\$991,650	-\$498,812
District Wide Management/Oversight/Planning Reserved for Future Projects	\$3,662,218	\$51,957	\$176,018	\$561,547	\$737,565	\$4,399,782	\$9,152,247	\$4,752,465
TOTAL EXPENDITURES	\$10,772,774	\$109,278	\$1,806,771	\$2,260,291	\$4,067,061	\$14,839,836	\$35,301,524	\$20,461,688
Expenditures by Project Type	Prior Year Cumulative Total	Current MTD	Current YTD	Encumbered	Annual Forecast	Project Total ALL Years	Project Budget	Variance Fav / (Unfav)
000 District Wide Management/Oversight/Planning	\$3,662,218	\$51,957	\$176,018	\$561,547	\$737,565	\$4,399,782	\$9,152,247	\$4,752,465
800 Critical Facility Upgrade (CFU)	\$3,280,869	\$55,270	\$1,235,652	\$293,198	\$1,528,850	\$4,809,719	\$11,158,452	\$6,348,733
810 CTE Building/Expansion	\$0				\$0	\$0	\$1,782,000	\$1,782,000
900 New Construction	\$3,094,187	\$0	\$348,239	\$291,883	\$640,122	\$3,734,309	\$11,718,750	\$7,984,441
830 Health Safety & Security	\$735,500	\$2,051	\$46,862	\$1,113,663	\$1,160,525	\$1,896,025	\$1,490,075	-\$405,950
TOTAL EXPENDITURES	\$10,772,774	\$109,278	\$1,806,771	\$2,260,291	\$4,067,061	\$14,839,836	\$35,301,524	\$20,461,688
Reserved for Future Projects	\$20,824,503				\$21,924,456			\$21,924,456



## Dallas School District 2

Code: JHCA/JHCB  
 Adopted: 7/24/18  
 Revised/Readopted: 5/08/23  
 Orig. Code: JHCA/JHCB

### **~~Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening and School Sports Participation\*\*~~**

#### **Immunization**

Proof of immunization must be presented at the time of initial enrollment<sup>1</sup> in school or within 30 days of transfer to the district in accordance with Oregon law. Proof consists of a signed Certificate of Immunization Status form documenting either evidence of immunization, a religious, philosophical beliefs and/or medical exemption or immunity documentation.<sup>2</sup>

#### **School Sports Participation~~Physical Examination~~**

~~The Board recommends that all students initially enrolling in school have a physical examination. Parents will be asked to complete a district Health History form when initially enrolling their student in the district and when registering them for grade 7.~~

~~All students~~ A student participating in extracurricular sports in grades 7 through 12 ~~athletic programs are~~ required to submit to an appropriate ~~the district a~~ School Sports Pre-Participation~~participation~~ Examination<sup>3</sup> ~~form~~ prior to their initial participation in a related district ~~athletic program~~. The form<sup>4</sup> is to be completed and signed by a parent or guardian ~~and physician~~ giving permission for the student to participate and be signed by a medical provider authorized by law<sup>5</sup> who has examined and evaluated the student. The completed form(s) must be returned to the school office.

A student who is subsequently diagnosed with a significant illness or has had a major surgery is required to have a physical examination prior to further participation ~~in extracurricular sports~~.

A student who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion will not be allowed to participate in any athletic event or training on that day, unless an athletic trainer licensed by the Board of Athletic Trainers or a physician licensed pursuant to ORS 677.100 - 677.228 has determined the student

<sup>1</sup> The district shall immediately enroll a ~~homeless~~ student experiencing houselessness in the school selected even if the student is unable to produce records normally required for enrollment.

<sup>2</sup> Documentation requirements for exemptions are outlined in ORS 433.267.

<sup>3</sup> The required form is available from the school Athletic Office, on the athletic online registration website or from [www.osaa.org](http://www.osaa.org). ~~Form available at http://www.osaa.org/governance/forms~~

<sup>4</sup> The form may be used in either a hard copy or electronic format.

<sup>5</sup> This physical examination must be conducted by a physician possessing an unrestricted license to practice medicine, a licensed naturopathic physician, a licensed physician assistant, a licensed nurse practitioner or a licensed chiropractic physician who has clinical training and experience in detecting cardiopulmonary diseases and defects.

has not suffered a concussion.<sup>6</sup> Except as allowed above, a student excluded for concussion reasons will not be allowed to return to participate in an athletic event or training until the following three conditions have been met:

1. It is not the same day as the student exhibited signs, symptoms or behaviors, experienced a blow to the head or body, or was diagnosed with a concussion;
2. The student no longer exhibits signs, symptoms or behaviors consistent with a concussion; and
3. The student has received a medical release form from a health care professional<sup>7</sup>.

A student who continues to participate in extracurricular sports in grades 7 through 12 shall be required to complete a sportsphysical examination once every two years, thereafter.

#### ~~Vision Screening or Eye Examination~~

~~The parents or guardian of a student who is 7 years of age or younger and is beginning an education program with the district for the first time shall, within 120 days of beginning the education program, submit a certification that the student has received:~~

- ~~4. A vision screening or eye examination; and~~
- ~~5. Any further examination, treatments or assistance necessary.~~

~~The certification is not required if the parent or guardian provides a statement to the district that:~~

- ~~1. The student submitted a certification to a prior education provider; or~~
- ~~2. The vision screening or eye examination is contrary to the religious beliefs of the student or the parents or guardian of the student.~~

#### ~~Dental Screening~~

~~The district shall file in the student's dental health record any dental screening certifications and any results of a dental screening known by the district. The district will provide to the parent or guardian of each student, standardized information developed by the Oregon Health Authority's dental director regarding dental screenings, further examinations or necessary treatments and preventative care including fluoride varnish, sealants and daily brushing and flossing.~~

~~The parent or guardian of a student who is 7 years of age or younger, and is beginning an education program with the district for the first time, shall submit a certification within 120 days of beginning the education program that the student has received a dental screening within the previous 12 months.~~

~~The certification is not required if the parent or guardian provides a statement to the district that:~~

<sup>6</sup> For more information regarding medical releases for students in grades 9-12, see OSAA rules.

<sup>7</sup> "Health care professional" includes a chiropractic physician, a naturopathic physician, a psychologist, a physical therapist, an occupational therapist, a physician assistant or a nurse practitioner who is licensed or registered under the laws of Oregon.

- ~~1. The student submitted a certification to a prior education provider;~~
- ~~2. The dental screening is contrary to the religious beliefs of the student or the parent or guardian of the student; or~~
- ~~3. The dental screening is a burden for the student or the parent or guardian of the student in the following ways:~~
  - ~~a. The cost of obtaining the dental screening is too high;~~
  - ~~b. The student does not have access to an approved screener;~~
  - ~~c. The student was unable to obtain an appointment with an approved screener.~~

~~The certification may be provided by a licensed dentist, a dental hygienist or a health care practitioner as defined by state law. The certification must include the:~~

- ~~1. Student's name;~~
- ~~2. Date of screening; and~~
- ~~3. Name of entity conducting the dental screening.~~

~~The district shall submit to the Oregon Department of Education a report that identifies the percentage of students who failed to submit the certification for the previous year, no later than October 1 of each year.~~

~~If the district is causing the dental screening to be conducted, the district will follow the notice requirements in accordance with law.~~

END OF POLICY

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**Legal Reference(s):**

ORS 326.580

ORS 433.235 - 433.280

OAR 333-050-0010 - 050-0120

ORS 336.479

OAR 581-021-0041

ORS 336.485 - ORS 336.490

OAR 333-019-0010

McKinney-Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX-A of the Every Student Succeeds Act, 42 U.S.C. §§ 11431-11435 (2018).

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2024).

## Dallas School District 2

Code: IGBAF  
 Adopted: 9/10/12  
 Revised/Readopted: 2/27/23  
 Orig. Code: IGBAF

### Special Education - Individualized Education Program (IEP)\*\*

An individualized education program (IEP) shall be developed and implemented for each student with disabilities in the district, kindergarten through 21 years of age, including those who attend a public charter school located in the district, are placed in or referred to a private school or facility by the district; or receive related services from the district. The district is responsible for initiating and conducting the meetings to develop, review and revise the IEP of a student with disabilities. The district will ensure that one or both parents/legal guardians are present at each meeting or are afforded the opportunity to participate and are given a copy of the IEP. A meeting to develop an IEP shall be held within 30 calendar days of a determination that the student needs special education and related services, once every 365 days thereafter and when considering a change in the IEP or placement.

If a student is to be placed or referred to a private school or facility or attends a private or parochial school, the district will ensure that a representative of the private school or facility attends the IEP meeting.

If the representative of the private school or facility is unable to attend the IEP meeting, the district shall use other methods to ensure participation including but not limited to, individual or conference telephone calls or individual meetings.

END OF POLICY

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#### Legal Reference(s):

ORS 343.068  
ORS 343.151  
ORS 343.155  
ORS 343.321 - 343.333

OAR 581-015-2000  
OAR 581-015-2190

OAR 581-015-2195  
OAR 581-015-2200  
OAR 581-015-2205  
OAR 581-015-2210  
OAR 581-015-2215  
OAR 581-015-2220  
OAR 581-015-2225

OAR 581-015-2229  
OAR 581-015-2230  
OAR 581-015-2235  
OAR 581-015-2055  
OAR 581-015-2600  
OAR 581-015-2065  
OAR 581-015-2265

Assistance to States for the Education of Children with Disabilities, 34 C.F.R. §§ 300.5 - 300.6, 300.22 - 300.24, 300.34, 300.43, 300.105 - 106, 300.112, 320.325, 300.328, 300.501 (2012).

## Dallas School District 2

Code: IGBAG  
 Adopted: 4/14/08  
 Revised/Readopted: 2/27/23  
 Orig. Code: IGBAG

### Special Education - Procedural Safeguards\*\*

#### Procedural Safeguards – General

A district ensures that students with disabilities and their families are afforded their procedural safeguards related to:

1. Access to students' educational records;
2. Parent and adult student participation in special education decisions;
3. Transfer of rights to students who have reached the age of majority;
4. Prior written notice of proposed district actions;
5. Consent for evaluation and for initial placement in special education<sup>1</sup>;
6. Independent educational evaluation;
7. Dispute resolution through mediation, state complaint investigation, resolution sessions and due process hearings;
8. Discipline procedures and protections for students with disabilities, including placements related to discipline;
9. Placement of students during the pendency of due process hearings;
10. Placement of students by their parents in private schools;
11. Civil actions; and
12. Attorney's fees.

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<sup>1</sup> If, at any time subsequent to the initial provision of special and related services, the parent of a child revokes consent in writing for the continued provision of special education and related services, the district: 1) may not continue to provide special education and related services to the child, but must provide prior written notice before ceasing the provision of special education and related services; 2) may not use mediation or due process procedures to obtain an agreement or ruling that the services may be provided to the child; 3) the district will not be considered to be in violation of the requirement to make a free appropriate public education (FAPE) available to the child because of the failure to provide the child with further special education and related services; and 4) the district is not required to convene an individualized education program (IEP) team meeting or develop an IEP for the child for further provision of special education or related services.

## Procedural Safeguards Notice

1. The district provides to parents a copy of the *Procedural Safeguards Notice*, published by the Oregon Department of Education, at least once per year and upon initial referral or parent request for special education evaluation and when the parent requests a copy. The district also gives a copy to the student at least a year before the student's 18th birthday or upon learning that the student is considered emancipated.
2. The district provides the *Procedural Safeguards Notice* in the parent's native language or other mode of communication unless it is clearly not feasible to do so. If the native language or other mode of communication of the parent is not a written language, the district takes steps to ensure that the notice is translated orally or by other means understandable to the parent and that the parent understands the content of the notice. The district maintains written evidence that it meets these requirements.

## Parent or Adult Student Meeting Participation

1. The district provides parents or adult students an opportunity to participate in meetings with respect to the identification, evaluation, IEP and educational placement of the student, and the provision of a free appropriate public education (FAPE) to the student.
2. The district provides parents or adult students written notice of any meeting sufficiently in advance to ensure an opportunity to attend. The written notice:
  - a. States the purpose, time and place of the meeting and who is invited to attend;
  - b. Advises that parents or adult students may invite other individuals who they believe have knowledge or special expertise regarding the student;
  - c. Advises that the team may proceed with the meeting even if the parents are not in attendance;
  - d. Advises the parents or adult students who to contact before the meeting to provide information if they are unable to attend; and
  - e. Indicates if one of the meeting's purposes is to consider transition services or transition services needs. If so:
    - (1) Indicates that the student will be invited; and
    - (2) If considering transition services, identifies any agencies invited to send a representative (with parent or adult student consent).
3. The district takes steps to ensure that one or both parents of a child with a disability are present at each IEP or placement meeting or are afforded the opportunity to participate, including:
  - a. Notifying parents of the meeting early enough to ensure that they will have an opportunity to attend; and
  - b. Scheduling the meeting at a mutually agreed upon time and place.
4. If neither parent can attend, the district will use other methods to ensure an opportunity to participate, including, but not limited to, individual or conference phone calls or home visits.



5. The district may conduct an evaluation planning or eligibility meeting without the parent or adult student if the district provided meeting notice to the parent or adult student sufficiently in advance to ensure an opportunity to attend.

### **Access to Records**

A parent is entitled at any reasonable time to examine all of the records of the district pertaining to the identification, evaluation and educational placement of their child and the provision of FAPE to their child. Records must be provided without undue delay, which may not exceed 10 business days, as defined in ORS 192.311, from the date of the request for the records. Records may be redacted only to the extent necessary to protect personally identifiable information of other children unless disclosure is authorized by law or court order.

END OF POLICY

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### **Legal Reference(s):**

<u>ORS 343.155</u>	<u>OAR 581-015-2000</u>	<u>OAR 581-015-2310</u>
<u>ORS 343.165</u>	<u>OAR 581-015-2030</u>	<u>OAR 581-015-2325</u>
<u>ORS 343.173</u>	<u>OAR 581-015-2090</u>	<u>OAR 581-015-2330</u>
<u>ORS 343.177</u>	<u>OAR 581-015-2095</u>	<u>OAR 581-015-2345</u>
<u>ORS 343.181</u>	<u>OAR 581-015-2190</u>	<u>OAR 581-015-2360</u>
	<u>OAR 581-015-2195</u>	<u>OAR 581-015-2385</u>
<u>OAR 581-001-0005</u>	<u>OAR 581-015-2305</u>	

Assistance to States for the Education of Children with Disabilities, 34 C.F.R. §§ 300.300, 300.500 - 300.505, 300.515, 300.517.

## Dallas School District 2

Code: JBAA  
Adopted: 5/08/23

### Section 504 – Students\*\*

In compliance with the requirements of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and the Americans with Disabilities Amendments Act of 2008 (ADA), the district shall ensure that no otherwise qualified individual with disabilities shall, solely by reason of a disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity conducted by the district or those provided by the district through contractual or other arrangements. Programs and activities shall be accessible and usable by individuals with disabilities as prescribed by law.

The superintendent or designee will ensure all students are identified annually who qualify for Section 504. Students will be evaluated by a team of individuals knowledgeable about the student, the meaning of the evaluation data and placement options. Services will be provided as required by law.

The superintendent or designee will develop administrative regulations as needed for the implementation of this policy and to meet the requirements of state and federal law. Regulations will include provisions to ensure notice of the district's responsibilities are provided as required and that procedures are established for students, parents and staff with complaints concerning district compliance with the provisions of law.

END OF POLICY

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#### Legal Reference(s):

<u>ORS 192.630</u>	<u>ORS 659A.103</u>	<u>OAR 581-021-0046</u>
<u>ORS 326.051(1)(e)</u>	<u>ORS 659A.109</u>	<u>OAR 581-021-0049</u>
<u>ORS 343.068</u>		<u>OAR 581-022-2310</u>
<u>ORS 659.850</u>	<u>OAR 581-015-2030</u>	
<u>ORS 659.865</u>	<u>OAR 581-021-0045</u>	

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).  
Nondiscrimination on the Basis of Handicap in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 104 (2017).  
Rehabilitation Act of 1973, 29 U.S.C. § § 791, 793-794 (2012).  
Americans with Disabilities Act Amendments Act of 2008.

## Dallas School District 2

Code: JGAB  
 Adopted: 9/08/14  
 Revised/Readopted: 5/08/23  
 Orig. Code: JGAB

### Use of Restraint or Seclusion\*\*

The Board is dedicated to the development and application of best practices within the district's public educational/behavioral programs. The Board establishes this policy and its administrative regulation to define the circumstances that must exist and the requirements that must be met prior to, during, and after the use of restraint or seclusion as an intervention with district students.

The use of the following types of restraint on a student in the district is prohibited:

1. Chemical restraint.
2. Mechanical restraint.
3. Prone restraint.
4. Supine restraint.
5. Any restraint that involves the intentional and nonincidental use of a solid object<sup>1</sup>, including a wall or the floor, to impede a student's movement, unless the restraint is necessary to prevent an imminent life-threatening injury or to gain control of a weapon.
6. Any restraint that places, or creates a risk of placing, pressure on a student's mouth, neck or throat.
7. Any restraint that places, or creates a risk of placing, pressure on a student's mouth, unless the restraint is necessary for the purpose of extracting a body part from a bite.
8. Any restraint that impedes, or creates a risk of impeding, breathing.
9. Any restraint that involves the intentional placement of the hands, feet, elbow, knee or any object on a student's neck, throat, genitals or other intimate parts.
10. Any restraint that causes pressure to be placed, or creates a risk of causing pressure to be placed, on the stomach or back by a knee, foot or elbow bone.
11. Any action designed for the primary purpose of inflicting pain.

The use of a seclusion cell is prohibited.

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<sup>1</sup> The use of a solid object, including furniture, a wall, or the floor, by district staff performing a restraint is not prohibited if the object is used for the staff's own stability or support while performing the restraint and not as a mechanism to apply pressure directly to the student's body.

Restraint or seclusion may not be used for discipline, punishment, retaliation or convenience of staff, contractors or volunteers of the district.

Restraint may be imposed on a student in the district only under the following circumstances:

1. The student's behavior imposes a reasonable risk of imminent and substantial physical or bodily injury to the student or others; and
2. Less restrictive interventions would not be effective.

Seclusion may be used on a student in the district only under the following circumstances:

1. The student's behavior imposes a reasonable risk of imminent and serious bodily injury to the student or others; and
2. Less restrictive interventions would not be effective.

If restraint or seclusion is used on a student, by trained staff or other staff available in the case of an emergency when trained staff are not immediately available due to the unforeseeable nature of the emergency, e.g., teacher, administrator, it will be used only for as long as the student's behavior poses a reasonable risk of imminent and substantial physical or bodily injury to the student or others and less restrictive interventions would not be effective. Students will be continuously monitored by staff for the duration of the restraint or seclusion.

### Definitions

1. "Restraint" means the restriction of a student's actions or movements by holding the student or using pressure or other means.

"Restraint" does not include:

- a. Holding a student's hand or arm to escort the student safely and without the use of force from one area to another;
- b. Assisting a student to complete a task if the student does not resist the physical contact; or
- c. Providing reasonable intervention with the minimal exertion of force necessary if the intervention does not include a restraint prohibited under Oregon Revised Statute (ORS) 339.288 and the intervention is necessary to:
  - (1) Break up a physical fight;
  - (2) Interrupt a student's impulsive behavior that threatens the student's immediate safety, including running in front of a vehicle or climbing on unsafe structures or objects; or
  - (3) Effectively protect oneself or another from an assault, injury or sexual contact with the minimum physical contact necessary for protection.

2. "Seclusion" means the involuntary confinement of a student alone in a room from which the student is physically prevented from leaving. Seclusion includes, but is not limited to, the involuntary confinement of a student alone in a room with a closed door, whether the door is locked or unlocked.

"Seclusion" does not include the removal of a student for a short period of time to provide the student with an opportunity to regain self-control if the student is in a setting from which the student is not physically prevented from leaving, or a student being left alone in a room with a closed door

for a brief period of time if the student is left alone for a purpose that is unrelated to the student's behavior.

3. "Seclusion cell" means a freestanding, self-contained unit that is used to isolate the student from other students or physically prevent a student from leaving the unit or cause the student to believe that the student is physically prevented from leaving the unit.
4. "Serious bodily injury" means any significant impairment of the physical condition of a person, as determined by qualified medical personnel, whether self-inflicted or inflicted by someone else.
5. "Substantial physical or bodily injury" means any impairment of the physical condition of a person that requires some form of medical treatment.
6. "Mechanical restraint" means a device used to restrict the movement of a student or the movement or normal function of a portion of the body of a student.

"Mechanical restraint" does not include:

- a. A protective or stabilizing device ordered by a licensed physician; or
  - b. A vehicle safety restraint when used as intended during the transport of a student in a moving vehicle.
7. "Chemical restraint" means a drug or medication that is used on a student to control behavior or restrict freedom of movement that is not prescribed by a licensed physician or other qualified health professional acting under the professional's scope of practice for standard treatment of the student's medical or psychiatric condition; and administered as prescribed by a licensed physician or other qualified health professional acting under the professional's scope of practice.
  8. "Prone restraint" means a restraint in which a student is held face down on the floor.
  9. "Supine restraint" means a restraint in which a student is held face up on the floor.

Any student being restrained or secluded within the district whether in an emergency or as a part of a plan shall be constantly monitored by staff for the duration of the intervention. Any room used for seclusion of a student must meet the standards as outlined in Oregon Administrative Rule (OAR) 581-021-0568.

~~The district shall utilize the MANDT® training program of restraint or seclusion for use in the district. As required by state regulation, the selected program shall be one approved by the Oregon Department of Education (ODE) and include, but not limited to, positive behavior support, conflict prevention, de-escalation and crisis response techniques. Any program selected by the district must be in compliance with state and federal law with respect to the use of restraint and seclusion.~~

The district shall only utilize a training program for restraint or seclusion to train staff and use in the district which has been approved by the Oregon Department of Education (ODE).

The district shall preserve, and may not destroy, any records related to an incident of restraint or seclusion, including an audio or video recording. The records must be preserved in the original format and without alteration in accordance with law.

An annual review of the use of restraint and seclusion during the preceding school year shall be completed and submitted to ODE to ensure compliance with district policies and procedures. The results of the review and annual report shall be documented and shall include at a minimum:

1. The total number of incidents involving restraint;
2. The total number of incidents involving seclusion;
3. The total number of seclusions in a locked room;
4. The total number of students placed in restraint;
5. The total number of students placed in seclusion;
6. The total number of incidents that resulted in injuries or death to students or staff as a result of the use of restraint or seclusion;
7. The total number of students placed in restraint or seclusion more than 10 times in a school year and an explanation of what steps have been taken by the district to decrease the use of restraint and seclusion for each student;
8. The total number of restraint or seclusion incidents carried out by untrained individuals;
9. The demographic characteristics<sup>2</sup> of all students upon whom restraint or seclusion was imposed;
10. The total number of rooms available for use by the district for seclusion of a student and a description of the dimensions and design of the rooms.

This annual report shall be made available to the public at the district's main office and on the district's website, and to the Board.

At least once each school year the parents and guardians of students of the district shall be notified about how to access the report.

The district shall investigate all complaints regarding the use of restraint and/or seclusion practices according to the procedures outlined in Board policy KL - Public Complaints and KL-AR - Public Complaint Procedure. The complaint procedure is available at the district's administrative office and is available on the home page of the district's website.

The complainant, whether an organization or an individual, may appeal a district's final decision to the Oregon Department of Education pursuant to OAR 581-002-0001 - 581-002-0023.

The superintendent shall develop administrative regulations to carry out the requirements set forth in this policy and to meet any additional requirements established by law related to the use, reporting, and written documentation of the use of restraint or seclusion by district personnel. A staff member who violates this policy or its administrative regulation may be subject to discipline, up to and including dismissal.

END OF POLICY

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<sup>2</sup> Including race, ethnicity, gender, disability status, migrant status, English proficiency and status as economically disadvantaged, unless the demographic information would reveal personally identifiable information about an individual student.



**Legal Reference(s):**

ORS 161.205  
ORS 339.250  
ORS 339.285  
ORS 339.288  
ORS 339.291  
ORS 339.294  
ORS 339.297

ORS 339.300  
ORS 339.303  
  
OAR 581-021-0061  
OAR 581-021-0550  
OAR 581-021-0553  
OAR 581-021-0556

OAR 581-021-0563  
OAR 581-021-0566  
OAR 581-021-0568  
OAR 581-021-0569  
OAR 581-021-0570  
OAR 581-022-2267  
OAR 581-022-2370

## Dallas School District 2

Code: EBBA  
 Adopted:  
 Orig. Code(s): JHC

### Student Health Services\*\*

Although the district's primary responsibility is to educate students, the students' health and general welfare is also an important Board responsibility. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. A health services plan shall be developed, implemented, and updated annually. The plan shall describe a health services program for all students at each facility that is owned or leased where students are present for regular programming.

The district shall maintain a written prevention-oriented health services plan for all students. The health services plan will<sup>1</sup>:

1. Explain available health care space that is appropriately supervised and adequately equipped for providing health care and administering medication or first aid;
2. Refer to available communicable disease prevention and management plan that includes school-level protocols<sup>2</sup>;
3. Outline a district-to-school communication plan<sup>3</sup>;
4. Provide information about health screenings, including immunizations and TB certificate requirements;
5. Describe how services for all students, including those who are medically complex, medically fragile or nursing dependent, and those who have approved 504 plans, individual education program plans, and individualized health care plans or special health care needs are managed<sup>4</sup>;
6. Integrate school health services with school health education programs and coordinate with health and social service agencies, public and private;
7. Describe how hearing, vision and dental screenings are managed and/or verified for required students<sup>5</sup>;

<sup>1</sup> For exact language and complete requirement, see OAR 581-022-2220(1).

<sup>2</sup> For specific protocol content requirements, see OAR 581-022-2220(1)(b).

<sup>3</sup> For requirements of this plan see OAR 581-022-2220(1)(c).

<sup>4</sup> For more information regarding these requirements see ORS 336.201 and 339.869, OARs 581-021-0037, 581-015-2040, 581-015-2045, 851-045-0040 – 0060, and 851-047-0010 – 0030.

<sup>5</sup> For vision screening or eye examination or dental screening information see ORS 336.211 and 336.213.

8. Include a process to assess and determine a student's health services needs, including availability of a nurse to assess student nursing needs upon, during, and following enrollment with one or more new medical diagnose(s) impacting a student's access to education, and implement a student's individual health plan prior to attending school<sup>6</sup>;
9. Comply with OR-OSHA Bloodborne Pathogens Standards for all persons who are assigned to job tasks which may put them at risk for exposure to body fluids<sup>7</sup>;
10. Refer to adopted policy and procedures for medications in accordance with Oregon law<sup>8</sup>;
11. Include guidelines for the management of students who are medically complex, medically fragile, or nursing dependent as defined by ORS 336.201, including students with life-threatening food allergies and adrenal insufficiency while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in before-school or after-school care programs on school-owned property, and in transit to or from school or school-sponsored activities<sup>9</sup>.

The district provides a menstrual product dispenser with a variety of products in every student bathroom<sup>10</sup> which meets the requirements of law.

## END OF POLICY

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### Legal Reference(s):

<u>ORS 329.025</u>	<u>ORS 336.211 – 336.214</u>	<u>OAR 581-021-0590</u>
<u>ORS 332.107</u>	<u>OAR 581-021-0017</u>	<u>OAR 581-022-2050</u>
<u>ORS 336.201</u>	<u>OAR 581-021-0031</u>	<u>OAR 581-022-2220</u>
<u>ORS 336.204</u>	<u>OAR 581-021-0587</u>	<u>OAR 581-022-2515</u>

Every Student Succeeds Act, 20 U.S.C. § 7928 (2018).

Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

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<sup>6</sup> For definitions for this policy see ORS 336.201.

<sup>7</sup> OAR 437-002-0360 lists various health and safety regulations that apply in the employment setting.

<sup>8</sup> Medication laws can be found in ORS 339.866 – 339.874 and OAR 581-021-0037; relevant Board policy includes JHCD/JHCDA - Medications.

<sup>9</sup> For guideline requirements see OAR 581-022-2220(1)(k).

<sup>10</sup> "Student bathroom" means a bathroom that is accessible by students, including a gender-neutral bathroom, a bathroom designated for females, and a bathroom designated for males. (OAR 581-021-0587)

## Dallas School District 2

Code: JBAA-AR  
Revised/Reviewed: 5/08/23

### Section 504 – Students

In order to meet the requirements of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments Act of 2008 (ADA), the following procedures have been established:

#### Definitions

1. A student is considered a “qualified individual with disabilities” under Section 504 if the student:
  - a. Has a physical or mental impairment which substantially limits one or more major life activities, even when mitigating measures, such as medication, prosthetics, hearing aids, etc., ameliorate the effects of the disability (e.g., any student receiving services under the Individuals with Disabilities Education Act (IDEA), students with diabetes). The term does not cover students disadvantaged by cultural, environmental or economic factors;
  - b. Has a record or history of such an impairment (e.g., a student with learning disabilities who has been decertified as eligible to receive special education under IDEA, a student who had cancer, a student in recovery from chemical dependencies);
  - c. Is regarded as having such an impairment. A person can be found eligible under this provision if the student:
    - (1) Has a physical or mental impairment that does not substantially limit a major life activity but is treated by the district as having such a limitation;
    - (2) Has a physical or mental impairment that substantially limits a major life activity only as a result of the attitudes of others towards such impairment (e.g., a student who is obese); or
    - (3) Has no physical or mental impairment but is treated by the district as having such an impairment (e.g., a student who tests positive with the HIV<sup>1</sup> virus but has no physical effects from it).
  - d. Has a qualifying disability that is episodic or in remission.
2. “Physical or mental impairment” means any physiological disorder or condition, cosmetic disfigurement or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; endocrine; or any mental or psychological disorder, such as intellectual disability, organic brain syndrome, emotional or mental illness and specific learning disabilities;
3. “Major life activities,” as defined by the ADA, means functions such as caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, working, eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, communicating; and major

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<sup>1</sup> HIV - Human Immunodeficiency Virus

bodily functions including, but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions;

4. "Program or activity" includes all district programs and activities. The district will also ensure that contracts with those who provide services to the district, such as alternative programs, also provide students with disabilities an equal opportunity to participate in the program or activity;
5. "Potentially disabling conditions" under Section 504, if they substantially limit a major life activity, may include, but are not limited to:
  - a. Attention deficit disorder (ADD);
  - b. Behavior disorders;
  - c. Chronic asthma and severe allergies;
  - d. Physical disabilities such as spina bifida, hemophilia and conditions requiring students to use crutches;
  - e. Diabetes.

### **District Responsibilities**

The superintendent or designee will:

1. Provide written assurance of nondiscrimination whenever the district receives federal money in accordance with application guidelines;
2. Designate an employee to coordinate the district's compliance efforts with Section 504;
3. Provide procedures to resolve student, parent and employee complaints of discrimination;
4. Provide notice to students, parents, employees, including those with vision or hearing impairments, of the district's policy of compliance with Section 504 prohibiting nondiscrimination in admission or access to or treatment or employment in district programs or activities. District aids, benefits and services will afford students with disabilities equal opportunity to obtain the same result, gain the same benefit or reach the same level of achievement as students without disabilities, in the most integrated setting appropriate to the student's needs. Notice will specify the employee designated by the district to coordinate the district's Section 504 compliance efforts;
5. Annually identify and locate students with disabilities who are Section 504 qualified in the district and who qualify for services;
6. Annually notify students with disabilities and their parents or guardians of the district's responsibilities under Section 504;
7. Provide parents or guardians with procedural safeguards:
  - a. Notice of their rights under Section 504, including the right to request an impartial hearing as provided by Oregon Administrative Rule (OAR) 581-015-2390;
  - b. An opportunity to review relevant records.

8. Provide all employees assigned to work with a student with specialized needs to assist the student with educational, behavioral, medical, health or disability-related support access to the 504 Plan.

### **Transportation**

1. If the district proposes to terminate transportation services for a student who qualifies for services under Section 504, the district will first determine the relationship between the student's behavior and disability and provide the parent with notice of rights.
2. If the district places a student in a program not operated by the district, the district will ensure that adequate transportation to and from the program is provided at no additional cost to the parent or student than would be incurred if the student were placed in programs operated by the district.

### **Evaluation**

1. The district will conduct an evaluation of any student who, because of a disability, needs or is believed to need accommodations or related services. Such evaluation will be completed by an evaluation team comprised of a group of persons knowledgeable about the student, the meaning of the evaluation data and placement options. The team will be appointed by the superintendent or designee. Such evaluation will be completed before any action is taken with respect to the initial placement of the student in a regular or special education program and any subsequent, significant change in placement.

All employees assigned to work with a student with specialized needs to assist the student with educational, behavioral, medical, health or disability-related support needs of the student must be consulted with when the 504 Plan for the student is being developed, reviewed or revised. This includes being invited to, and compensated for attending, meetings regarding the student's 504 Plan and other meetings regarding the student, when the decisions made and issues discussed are related to the responsibilities of the employee to support the student or when the employee has unique information about the student's needs and present level of performance.

2. Tests and other evaluation materials will:
  - a. Be validated and administered by trained personnel;
  - b. Tailored to assess educational need and not merely based on IQ scores;
  - c. Reflect aptitude or achievement. All tests must measure what they purport to measure.

### **Placement**

In interpreting evaluation data and making placement decisions, the evaluation team will:

1. Draw upon information from a variety of sources;
2. Ensure that all relevant information is documented and considered;
3. Ensure that the student is educated with students without disabilities to the maximum extent possible.



## Reevaluations

1. The evaluation team will periodically reevaluate all students identified as qualified to receive services under Section 504. Minimally, students will be reevaluated every three years.
2. A reevaluation will be conducted by the evaluation team whenever a significant change in placement occurs. Examples of significant changes in placement include, but are not limited to:
  - a. Expulsion;
  - b. Serial suspensions which exceed 10 school days in a school year. Consideration will be given to the frequency of suspensions, the length of each and their proximity to one another;
  - c. Transferring or placing the student in alternative education or other such programs;
  - d. Graduation;
  - e. Significantly changing the composition of the student's class schedule (e.g., moving the student from regular education to the resource room, etc.).

## Discipline

1. Before implementing a suspension or expulsion that constitutes a significant change in the placement of a student with disabilities under Section 504, the evaluation team will conduct a reevaluation of the student to determine whether the misconduct in question is caused by the student's disability and, if so, whether the student's current educational placement is appropriate:
  - a. If it is determined that the misconduct of the student is caused by the student's disability, the evaluation team will continue the evaluation, following the requirements of Section 504 and the ADA for evaluation and placement, to determine whether the student's current educational placement is appropriate. Due process procedures that meet the requirements of IDEA may be used to meet the procedural safeguards of law;
  - b. If it is determined that the misconduct is not caused by the student's disability, the student may be excluded from school in the same manner as are similarly situated students who do not have disabilities.
2. When the placement of a student with disabilities under Section 504 is changed for disciplinary reasons, the student and parents are entitled to the procedural protections as specified above. These protections include appropriate notice to parents, an opportunity for their examination of pertinent records, an impartial hearing with the participation of the parents and an opportunity for representation by counsel and a review procedure.
3. The district may take disciplinary action against a student with disabilities under Section 504 who is engaged currently in the use of alcohol or illegal drugs to the same extent that it takes disciplinary action against students not having disabilities. As provided by law, due process procedures specified above will not apply to disciplinary actions arising from the use or possession of alcohol or illegal drugs. Regularly established district due process procedures will, however, be provided.
4. Students with disabilities under Section 504 who are also covered by IDEA will be disciplined in accordance with Board policy JGDA - Discipline of Students with Disabilities and the accompanying administrative regulation.

**Complaints**

Student, parent or staff complaints of noncompliance with the provisions of Section 504 will be reported to the superintendent or designee and processed in accordance with established district complaint procedures, Board policy KL – Public Complaints.

# OSBA Board of Directors

## CANDIDATE QUESTIONNAIRE

Name: Kraig AlbrightDate: 8/15/2024Address: 13955 Stringtown rdCity/Zip: Dayton 97114

Business phone: \_\_\_\_\_

Residence phone: \_\_\_\_\_

Cell phone: 5034747687E-mail: kraig.albright@dayton.k12.or.usDistrict/ESD/CC: Dayton sd8Term expires: 12/31/24 Years on board: 1 1/2Region: Yamhill - PolkPosition #: 13

Insert your high-resolution digital photo (head shot):

- 1) Open this PDF in Adobe
- 2) Click on Tools tab
- 3) Click Edit PDF
- 4) Click on Add Image
- 5) Navigate to where photo is
- 6) Position photo in this frame

*I certify that if elected I will faithfully serve as a member of the OSBA Board of Directors. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.*

Kraig Albright8/15/2024

Name

Date

***Be brief; please limit your responses to 50 words per question.***

**1. Describe in your own words the mission and goals of OSBA.**

The OSBA is the primary voice for school boards in the state of Oregon. The OSBA represents boards from across the State in a number of ways, developing policy, legal assistance, board training, PACE, and legislative advocacy are major areas that the association. Every public school student deserves the highest quality education possible, the OSBA working with our other partners can make that happen.

**2. What do you want to accomplish by serving on the OSBA board of directors?**

There are several areas that I would like to continue focusing my efforts in to ultimately better student outcomes. I would like to continue to be a unifying voice on the board, there has been some storming in the recent past. Contunity on the baord build deeper relationships, ultimately I am working to restore true discourse - where differing ideas and opinions are welcomed, considered, and respected.

Additionally, work needs to continue to build the legislative advocacy in our region, there has been a significant ammount of turnover in the region in both positions. I want to see region 13 legislative roadshows return, and truly give our region a better voice in Salem.

Finally, changes in how the OSBA does business are in the works. Finishing the work that we started in partnership with the Coragio Group

**3. What leadership skills do you believe you bring to the board of directors? Give an example of a situation in which you demonstrated these skills.**

Emotional Intelligence: I know who I am and understand that connecting with others is critical to effective boards. I seek to connect with everyone on our board at events, building the connections that will unite.

Equanimity: keeping my cool in the face of emotionally charged situations is has been a personal hallmark. We face often polarizing issues, staying calm and lowering the temperature (emotionally) creates a safe place for discourse. We have had some storming in the recent past, by remaining calm and focusing on the outcome I have been able to maintain effectiveness.

Dispassionately Passionate: Topics can be polarizing, feelings are often strong. Keeping my eye on the prize, not allowing feelings to blind objectivity. Ultimately everything boils down to what is best for our students.

**Email to [OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301**

*Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.*

## OSBA Board of Directors

4. What do you see as the two most challenging issues faced by OSBA?

Stabilizing funding, this is a complex area that to say is multifaceted really could be an understatement. This area involves the fee structures, events, services, endowment stability, and a multitude of other areas. Member needs and expectations are evolving, the OSBA needs to navigate the on going change to maintain relevance in the services we offer.

Building trust, recent events including the separation from our previous director have created divides within our board, and with our member school boards. Work has been done to bring us together, but there is more to do. We need to be unified in our message, and trust is the foundation that our message is built upon.

5. What do you see as the two most challenging issues faced by your region?

Funding is an ongoing challenge for our region, as with most districts throughout Oregon. Our funding model needs significant attention to become stable and predictable.

Attendance significantly impacts most districts in the Yamhill/Polk region. In the post COVID era, how do we get students back in the classroom.

6. What is your plan for communicating with boards in your region?

Communications, email has been a primary tool for communications. Several members have my number and reach out at times.

As previously stated I am looking to revive my regions legislative roadshow. Our region need some face to face interaction.

I am planning on attending more board meetings in region 13 in the upcoming term.

**Please continue to the next section.**

# OSBA Board of Directors

## CANDIDATE PERSONAL/PROFESSIONAL RESUME

**Work or service performed for OSBA or local district** (include committee name and if you were chair):

OSBA: board, legal assistance trust rep, finance committee,

Dayton SD 8: board vice chair, facilities committee, Junior High Coach, JV Coach, Varsity Coach

**Other education board positions held/dates:**

St James School, McMinnville OR: School Advisory Council (Board)

**Occupation** (Include at least the past five years):

Employers:

Advantis Credit Union

Dates:

September 2016-Present

**Schools attended** (Include official name of school, where and when):

High school: Dayton HS

College: Chemeketa CC, George Fox University

Degrees earned: AAOT, BS Project Management

**Education honors and/or awards:**

GFU: Accademic excellence (Cum laude)

**Other applicable training or education:**

**Activities, other state and local community services:**

Coaching sports (football, wrestling, track & field)

Former vounteer firefighter/ EMS - Dayton RFD

**Hobbies/special interests:**

Outdoors - boating, fishing, camping. Kids and family activities.

**Business/professional/civic group memberships; offices held and dates:**

International Facilities Management Association: Member

**Additional comments:**

# NOMINATION FORM OSBA BOARD OF DIRECTORS REGIONAL MEMBER

Date: 9/10/2024

TO: Chris Cronin, OSBA President-Elect  
Oregon School Boards Association  
1201 Court St NE, #400  
Salem, OR 97301  
Fax: 503-588-2813  
E-mail: [OSBAelections@osba.org](mailto:OSBAelections@osba.org)

**Nominations are due by 5 pm,  
September 27, 2024**

Return this form and all candidate information  
forms to the OSBA office by email at  
[OSBAelections@osba.org](mailto:OSBAelections@osba.org), or mail to Oregon  
School Boards Association, 1201 Court  
St. NE, #400, Salem, OR 97301

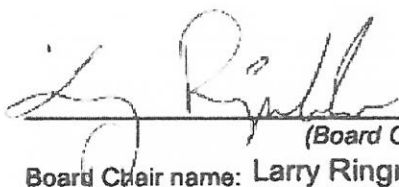
Dear Chris Cronin:

With this letter, our board nominates the candidate named below to a position on the OSBA Board of Directors for the  
Yamhill/Polk Region, Position # 13.

## BOARD CANDIDATE INFORMATION

Name: Kraig Albright  
District/ESD/Community College: Dayton School District #8  
Address: 780 Ferry St.  
City: Dayton Oregon ZIP: 97114  
E-mail: kraig.albright@dayton.k12.or.us Phone: 503-474-7687

This nomination was approved by official action of our board of directors at a duly called meeting on  
9/10/2024  
(date)



(Board Chair signature)

Board Chair name: Larry Ringnalda  
District: Dayton School District #8  
Address: 780 Ferry St.  
City, State, Zip: Dayton, OR 97114





## Resolution to Amend the OSBA Dues Schedule

WHEREAS, the Oregon School Boards Association (OSBA) dues revenue as a percentage of OSBA's total revenues is declining. OSBA's dues revenue as a percentage of OSBA's operating costs to support the services OSBA provides to members is also declining;

WHEREAS, the percentage of dues revenue as a proportion of total association revenue has fallen 19.1 percent since the 1996-97 fiscal year to 6.4 percent of total association revenue. If dues do not increase, this percentage of total association revenue will continue to decline;

WHEREAS, the OSBA dues schedule has not increased since the 1998-99 fiscal year;

WHEREAS, OSBA retained The Coraggio Group to do an in-depth analysis of the value of the programs and services OSBA offers to its members and develop a 3-5 year sustainable business plan with member engagement;

WHEREAS, based on the survey data obtained by The Coraggio Group, OSBA members overwhelmingly agree that they receive great service for what they currently pay. Current annual member dues are as low as \$250. Given the costs associated with providing no cost or highly subsidized services available to members, \$250 is very low in comparison.

WHEREAS, The Coraggio Group in collaboration with OSBA staff, has recommended a phased increase in the dues schedule. This approach aims to provide financial stability for the organization and align the dues with other state associations, thereby enabling the association to continue offering its high-quality programs and services.

WHEREAS, the proposed dues increase, which was reviewed by the OSBA Finance Committee, and approved by the OSBA Board of Directors on June 15, 2024, supports the recommendation to amend the OSBA Dues Schedule.

THEREFORE, BE IT RESOLVED in recognition of the current financial situation of Oregon districts and the need for an OSBA dues adjustment, the OSBA Board of Directors recommends that the dues schedule be amended in a manner so that OSBA member school districts and education service districts (ESDs) paying more than \$1,500 annually will experience a dues increase of 15% annually for five consecutive years beginning in the 2025-2026 fiscal year. Beginning in the 2030-31 fiscal year, the dues will increase annually as a percentage in alignment with the Consumer Price Index;

THEREFORE, BE IT FURTHER RESOLVED, the OSBA Board of Directors recommends a membership dues floor be established at \$1,500 and a maximum dues rate of \$25,000 per fiscal year. For OSBA member school districts, ESDs, and community colleges who are below this floor, dues will increase \$250 per year until the floor is reached. For school districts and ESDs that reach the floor before the 2030-31 fiscal year, dues will increase by 15% per year until the 2030-31 fiscal year. Beginning in the 2030-31 fiscal year, dues for all school districts, ESDs, and community colleges will increase annually as a percentage in alignment with the Consumer Price Index.

BE IT FURTHER RESOLVED by the OSBA Board of Directors that the proposed amendments to the OSBA Dues Schedule be submitted to the membership for consideration during the 2024 OSBA election; and

BE IT FURTHER RESOLVED by the OSBA Board of Directors that the proposed amendments to the OSBA Dues Schedule and a copy of this resolution be forwarded to all OSBA member boards in accordance with the OSBA Board of Directors' adopted elections calendar.

*Submitted by: OSBA Board of Directors*

DISTRICT	24-25 DUES	25-26 DUES	26-27 DUES	27-28 DUES	28-29 DUES	29-30 DUES	30-31 DUES**
District Member 01 (under 100)*	\$ 250.25	\$ 500.25	\$ 750.25	\$ 1,000.25	\$ 1,250.25	\$ 1,500.00	\$ 1,560.00
District Member 02 (100-249)*	\$ 541.25	\$ 791.25	\$ 1,041.25	\$ 1,291.25	\$ 1,541.25	\$ 1,772.44	\$ 1,843.34
District Member 03 (250-499)*	\$ 778.00	\$ 1,028.00	\$ 1,278.00	\$ 1,528.00	\$ 1,757.20	\$ 2,020.78	\$ 2,101.61
District Member 04 (500-999)	\$ 1,420.50	\$ 1,633.58	\$ 1,878.61	\$ 2,160.40	\$ 2,484.46	\$ 2,857.13	\$ 2,971.42
District Member 05 (1000-1999)	\$ 2,503.00	\$ 2,878.45	\$ 3,310.22	\$ 3,806.75	\$ 4,377.76	\$ 5,034.43	\$ 5,235.80
District Member 06 (2000-2499)	\$ 3,450.00	\$ 3,967.50	\$ 4,562.63	\$ 5,247.02	\$ 6,034.07	\$ 6,939.18	\$ 7,216.75
District Member 07 (2500-3999)	\$ 5,952.75	\$ 6,845.66	\$ 7,872.51	\$ 9,053.39	\$ 10,411.40	\$ 11,973.11	\$ 12,452.03
District Member 08 (4000-4999)	\$ 7,035.00	\$ 8,090.25	\$ 9,303.79	\$ 10,699.36	\$ 12,304.26	\$ 14,149.90	\$ 14,715.89
District Member 09 (5000-9999)	\$ 8,658.25	\$ 9,956.99	\$ 11,450.54	\$ 13,168.12	\$ 15,143.33	\$ 17,414.83	\$ 18,111.43
District Member 10 (10000-25000)	\$ 10,823.00	\$ 12,446.45	\$ 14,313.42	\$ 16,460.43	\$ 18,929.49	\$ 21,768.92	\$ 22,639.68
District Member 11 (over 25000)***	\$ 18,940.00	\$ 21,781.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 26,000.00
ESD Membership Dues 01 (under 1000)*	\$ 473.75	\$ 723.75	\$ 973.75	\$ 1,223.75	\$ 1,473.75	\$ 1,694.81	\$ 1,762.61
ESD Membership Dues 02 (1000-2500)*	\$ 710.50	\$ 960.50	\$ 1,210.50	\$ 1,460.50	\$ 1,679.58	\$ 1,931.51	\$ 2,008.77
ESD Membership Dues 03 (2500-5000)*	\$ 947.00	\$ 1,197.00	\$ 1,447.00	\$ 1,664.05	\$ 1,913.66	\$ 2,200.71	\$ 2,288.73
ESD Membership Dues 04 (5000-7500)*	\$ 1,082.50	\$ 1,332.50	\$ 1,582.50	\$ 1,819.88	\$ 2,092.86	\$ 2,406.78	\$ 2,503.06
ESD Membership Dues 05 (7500-10000)	\$ 1,556.00	\$ 1,789.40	\$ 2,057.81	\$ 2,366.48	\$ 2,721.45	\$ 3,129.67	\$ 3,254.86
ESD Membership Dues 06 (10000-15000)	\$ 2,029.50	\$ 2,333.93	\$ 2,684.01	\$ 3,086.62	\$ 3,549.61	\$ 4,082.05	\$ 4,245.33
ESD Membership Dues 07 (15000-25000)	\$ 2,367.75	\$ 2,722.91	\$ 3,131.35	\$ 3,601.05	\$ 4,141.21	\$ 4,762.39	\$ 4,952.89
ESD Membership Dues 08 (25000-50000)	\$ 3,111.75	\$ 3,578.51	\$ 4,115.29	\$ 4,732.58	\$ 5,442.47	\$ 6,258.84	\$ 6,509.19
ESD Membership Dues 09 (above 50000)	\$ 4,667.50	\$ 5,367.63	\$ 6,172.77	\$ 7,098.68	\$ 8,163.49	\$ 9,388.01	\$ 9,763.53
State Board of Education	\$ 67.75	\$ 77.91	\$ 89.60	\$ 103.04	\$ 118.50	\$ 136.27	\$ 141.72
Community College Association****	\$ 4,601.00	\$ 8,851.00	\$ 13,101.00	\$ 17,351.00	\$ 21,601.00	\$ 25,500.00	\$ 26,520.00

\*Add \$250 annually until floor is reached, then increase 15% through year 5

\*\*Reflects an estimated CPI increase of 4%

\*\*\* \$25,000 cap prior to CPI

\*\*\*\*Reflects an increase of \$250 per year, per community college (17) annually until the community colleges reach the \$1,500 floor amount per college.  
(\$25,500)




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## **Resolution to Amend Oregon School Boards Association's Bylaws Relating to Composition of the Board of Directors**

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WHEREAS, the Oregon School Boards Association (OSBA) was formed in 1946 as a volunteer association of locally elected public school boards and transitioned to a nonprofit public benefit corporation under Oregon Revised Statute Chapter 65 as of July 1, 2018;

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee has been operating as an OSBA board appointed advisory committee since September 22, 2023; has a record of regular meetings; has draft bylaws; has identified goals that align with the mission, vision and goals of OSBA; has draft action plans; and a draft budget;

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee is ready to elect officers and their Leadership Assembly;

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee has articulated its mission as follows: "To promote quality education for all students with an emphasis on the unique needs of LGBTQIA2S+ students, staff and board members.";

WHEREAS, OSBA's Board of Directors recognizes the importance of the Oregon LGBTQIA2S+ School Board Members Advisory Committee's mission and goals; and

WHEREAS, the Oregon LGBTQIA2S+ School Board Members Advisory Committee has respectfully requested that the Board of Directors submit a resolution to the membership creating the Oregon School Board Members PRIDE Caucus (OSBM PRIDE) and designate a seat on the OSBA Board of Directors and Legislative Policy Committee.

THEREFORE, BE IT RESOLVED by the OSBA Board of Directors that the proposed bylaws amendment designating an Oregon School Board Members PRIDE Caucus representative as a voting member of the OSBA Board of Directors and Legislative Policy Committee be submitted to the membership for consideration during the 2024 OSBA election; and

BE IT FURTHER RESOLVED that the draft bylaws and a copy of this resolution be forwarded to all association member boards in accordance with OSBA's adopted elections calendar.

*Submitted by: OSBA Board of Directors*

# BYLAWS

OREGON SCHOOL BOARD MEMBERS PRIDE CAUCUS  
OF THE OREGON SCHOOL BOARDS ASSOCIATION

## Contents

ARTICLE 1. 3

CHARTER. 3

ARTICLE 2. 3

NAME, MISSION AND GOALS. 3

ARTICLE 3. 4

MEMBERSHIP. 4

ARTICLE 4. 4

BUDGET. 4

ARTICLE 5. 4

MEETINGS. 4

ARTICLE 6. 5

CAUCUS LEADERSHIP COUNCIL. 5

ARTICLE 7. 6

EXECUTIVE COMMITTEE. 6

ARTICLE 8. 7

COMMITTEES. 7

ARTICLE 9. 7

SEAT ON THE OSBA'S BOARD OF DIRECTORS. 7

GENERAL PROVISIONS. 7

# ARTICLE 1

## CHARTER

The Oregon School Boards Association (the "OSBA") exists solely to perform essential governmental functions and all its income must accrue to the State of Oregon or its political subdivisions as required under IRC Section 115. OSBA's mission is to improve student success and education equity through advocacy, leadership and service to Oregon public school boards.

OSBA is aware and acknowledges that diversity is a core value of OSBA. OSBA desires to identify areas of concern and causation, convene a caucus of stakeholders, and create a plan to better promote and support the success of students, school staff and school board members who identify as part of the LGBTQIA2S+ communities.

To this end, The OSBA Board of Directors has formally recognized the Oregon School Board Members PRIDE Caucus (the "Caucus") to serve as a resource and provide guidance and leadership for these initiatives to the OSBA Board of Directors.

The activities of the Caucus shall align with OSBA bylaws as well as complement, not duplicate, OSBA's efforts on behalf of all local governing boards.

# ARTICLE 2

## NAME, MISSION AND GOALS

**2.1 Name.** This organization shall be known as the Oregon School Board Members PRIDE Caucus (OSBM PRIDE) of the Oregon School Boards Association (OSBA).

**2.2 Mission.** To promote quality education for all students with an emphasis on the unique needs of LGBTQIA2S+ students, staff and board members.

### 2.3 Goals.

**2.3.1** The implementation of ODE's "Oregon LGBTQ2SIA+ Student Success Plan."

**2.3.2** Promoting positive and effective relationships among LGBTQIA2S+ school board members, their communities, political leaders, partner organizations and OSBA.

**2.3.3** Building and increasing capacity of LGBTQIA2S+ school board members and support a pipeline for LGBTQIA2S+ people to run for school board seats.

**2.3.4** Serving as a resource.

**2.3.5** Developing, promoting, and advancing legislation to improve educational opportunities and outcomes for LGBTQIA2S+ students, staff and families.



**2.3.6** Equipping and advancing LGBTQIA2S+ board members to serve in the general OSBA leadership.

**2.3.7** Building capacity of the general board membership in understanding the issues of LGBTQIA2S+ people and inclusion.

## ARTICLE 3

### MEMBERSHIP

**3.1 Qualification.** All members must support the purposes and goals of the Caucus as set forth in Article 2.

**3.2 Members.** The Caucus members may include any elected or appointed member of any public board of education in Oregon who are active members in good standing with the Oregon School Boards Association and identify as a member of the LGBTQIA2S+ communities. Caucus members may participate in all discussions, vote, and serve as an officer of the Caucus. Members must attend the meeting in person, via telephone, or via virtual meeting platform (e.g., Zoom) to vote. Voting by proxy shall not be permitted.

**3.3 Attendees.** The Caucus may, in its discretion, invite to participate in any meeting or event any other individuals who support the purpose and goals of the Caucus as set forth in Article 2.

**3.4 Membership List.** The Membership list shall be maintained by the Secretary.

## ARTICLE 4

### BUDGET

**4.1 Budget.** The Caucus shall submit an annual budget request as outlined under the OSBA budget process, including approval by the OSBA Board of Directors. The request shall set forth the areas of concern, recommended actions, and annual goals.

## ARTICLE 5

### MEETINGS

**5.1 Annual Meetings.** An annual meeting of the Caucus shall be in conjunction with the OSBA Annual Convention at which time the Caucus shall elect officers and shall conduct other business as may properly be brought before the meeting of the Caucus.

## **5.2 Regular and Special Meetings.**

**5.2.1 Regular Meetings.** The Caucus shall meet as often as required to achieve the goals outlined in its annual Work Plan. These meetings shall be scheduled for the year at the Annual Meeting.

**5.2.2 Special Meetings.** Special meetings of the members for any purpose may be called, either in writing or by e-mail, by the President or by a majority of the Executive Committee. Such a request shall state the purpose or purposes of the proposed meeting.

**5.2.3 Place of Meetings.** Regular and special meetings of the Caucus shall be held at any location within Oregon, by virtual meeting platform, or a combination of the two, as designated by the President or the Executive Committee.

## **5.3 Notice.**

**5.3.1** Notice of every annual meeting of members, stating the time and place thereof, will be provided with an agenda no less than 15 days prior to such meeting.

**5.3.2** Notice of every regular or special meeting of members, stating the time and place thereof, shall be provided with an agenda no less than 10 days prior to such meeting.

**5.4 Quorum.** Except as otherwise provided by law, the presence at any meeting of a majority of the Executive Committee shall constitute a quorum.

**5.5 Organization.** The President may determine in their sole discretion whether any meeting of the Caucus shall be held in accordance with Robert's Rules of Order.

**5.6 Records.** The President shall see that all correspondence, minutes, agendas, and Charter be sent to and kept on file with OSBA.

**5.7 OSBA Staff Liaison.** The Executive Director of OSBA shall designate a staff member to serve as a liaison representative to the Caucus. The designee shall not have voting rights.

**5.8 Compliance with Open Meetings Laws.** The Caucus shall comply with the open meetings law requirements of ORS chapter 192 at every convening of its membership in which a quorum is required in order to make a decision or to deliberate toward a decision on any matter.

# **ARTICLE 6**

## CAUCUS LEADERSHIP COUNCIL

**6.1 Composition.** The Leadership Council of the Caucus shall include the President(s), Vice President, Secretary, Treasurer, Regional Directors and two Members of the Caucus.

**6.2 Term.** Leadership Council members shall serve a two-year term. The President may only serve one consecutive term. The Vice President, Secretary, Treasurer, Regional Members, and Members-at Large may serve any number of consecutive terms. Each officer shall hold office until the term has expired or until a successor has been duly elected and qualified for the position, or until the officer can no longer hold the position because they no longer qualify to be a member of the Caucus as defined in Article 3 above, or because of removal or death.

### 6.3 Nomination and Election

**6.3.1 Nomination.** Leadership Council members may be nominated by either the nominating committee or a caucus member at the annual meeting.

**6.3.2 Election.** The members shall elect the Leadership Council by majority vote at the annual meeting in even numbered years.

### 6.4 Designations

**6.4.1 President.** The President shall preside at all meetings of the Caucus and the Executive Committee. The President shall appoint all standing and special committees and shall be an ex-officio member of all committees, except the nominating committee, with voting power. The President shall sign all official reports of the Caucus. Two persons may share the position of President, or one person may serve as President and another as Vice President.

**6.4.2 Vice President.** In the absence of the President, the Vice President shall have and perform all the powers and duties of the President.

**6.4.3 Immediate Past President.** The Immediate Past President shall advise and counsel with other officers. The Immediate Past President chairs the officer succession planning process. The past president serves for two calendar years.

**6.4.4 Secretary.** The Secretary shall keep the minutes and records, maintain a roster of the current membership, and shall see that all notices are duly given in accordance with the provisions of law and this Charter, and such other duties as from time to time may be assigned by the Executive Committee.

**6.4.5 Treasurer.** The Treasurer shall have the responsibility for receiving and disbursing all funds related to the Caucus in coordination with the OSBA liaison. The Treasurer shall report regularly to the Executive Committee, shall prepare a written yearly financial

report to be distributed to the members at each annual meeting, and shall perform other duties assigned by the Executive Committee.

**6.4.6 Regional Caucus Directors.** There shall be one Regional Director for each congressional district apportioned to Oregon for election at the Oregon general election held in the year of the Caucus' annual meeting. (For reference, there shall be six Regional Directors starting in 2025.) The Regional Directors shall live in the region which they represent. The Regional Directors shall report issues from their region to the Caucus and shall perform other duties assigned by the Executive Committee. The regions shall be based on Oregon's congressional districts.

**Future positions:**

**6.4.7 At-Large Members.** There shall be two At-Large Directors.

**6.5 Resignation.** A Leadership Council member may resign by filing a written resignation with the President or Secretary of the Caucus or the President of OSBA.

**6.6 Vacancies.** Any vacancy in any office may be appointed for the unexpired portion of the term by a majority of the officers at the next regular or special meeting.

**6.7 Removal.** Any member of the Caucus who misses more than two meetings out of any four consecutive meetings, unless they are excused by the board for a valid reason, may have their office vacated by action of the board.

## ARTICLE 7

### EXECUTIVE COMMITTEE

**7.1 Composition.** There shall be an Executive Committee made up of the President(s), Vice President, Immediate Past President, Secretary, and Treasurer.

**7.2 Responsibilities.** The Executive Committee shall have the following responsibilities and powers:

- (a) To respond to any inquiry or question from OSBA.
- (b) To act on behalf of the Caucus when deemed necessary by the President.
- (c) To review plans and programs to be presented to the Caucus at its meetings.
- (d) To give direction to the OSBA liaison on legislative action to come before the state legislature on which there is no formal Caucus policy or resolution.

(e) The Executive Committee shall act as the Nominating Committee and nominate a candidate for each office of the Caucus. A nominating committee report will be included in the notice of the annual meeting of the membership.

**7.3 Ratification.** Any actions by the President shall be reported to the Executive Committee as soon as the action has taken place. All actions of the Executive Committee shall be subject to ratification by the Caucus at the next meeting of the members.

**7.4 Administration.** The Executive Committee may use the guidance of Robert's Rules of Order for all procedures. The Executive Committee shall keep regular minutes of its proceedings and all actions by the Executive Committee shall be reported promptly to the membership. Such actions shall be subject to review by the membership, provided that no rights of third parties shall be affected by such review.

## ARTICLE 8

### COMMITTEES

The President or Executive Committee may establish committees of two or more members to serve at the discretion of the President or the Executive Committee. These committees may consist of such persons and perform such duties as the President designates from time to time. The committees may not act on behalf of the Caucus but may make recommendations to the Caucus for approval. The Chair of any such committee shall be a member of the Executive Committee.

## ARTICLE 9

### SEAT ON THE OSBA'S BOARD OF DIRECTORS

The Caucus shall appoint one officer from the Leadership Council to serve as liaison to the OSBA Board of Directors and to be a member of the OSBA Board of Directors. The appointee must be an elected or appointed member of any public board of education in Oregon and an active member in good standing with the Association.

## ARTICLE 10

### GENERAL PROVISIONS

## **10.1 Amendment of Bylaws**

**10.1.1** Bylaws may be altered, amended, or replaced by the members of Caucus as approved by voting members at the annual meeting by a majority vote.

**10.1.2** Notice of proposed bylaws changes shall be in the annual meeting agenda and sent to all members 15 days prior to the annual meeting.

**10.1.3** Omissions from this Charter shall be governed by Robert's Rules of Order when they do not conflict with the Charter.

## **10.2 Seat on OSBA'S Legislative Policy Committee (LPC)**

**10.2.1** The Caucus shall appoint one caucus member to serve as liaison to the OSBA Legislative Policy committee and to be a member of the LPC. The appointee must be an elected or appointed member of any public board of education in Oregon who is an active member in good standing with the Association.

\*\*\*\*\*

*The foregoing charter was adopted by the active membership of OSBM PRIDE on August 10, 2024.*



## Resolution



### Resolution to Amend the OSBA 2023 Bylaws

WHEREAS, the Oregon School Boards Association (OSBA) was formed in 1946 as a volunteer association of locally elected public school boards;

WHEREAS, in 2017, through a vote of the OSBA membership, OSBA was incorporated under ORS chapter 65 as a public benefit non-profit corporation and the OSBA bylaws replaced the OSBA constitution;

WHEREAS, in 2018, through a vote of the OSBA membership, the OSBA bylaws were amended to expand the OSBA board of directors and legislative policy committee with representatives from the Oregon school board members of color caucus;

WHEREAS, in 2023, through a vote of the OSBA membership, the OSBA bylaws were amended to expand the OSBA board of directors and legislative policy committee with representatives from the Oregon rural school board members caucus and additional revisions to the bylaws;

WHEREAS, in 2024, the OSBA board of directors reviewed the OSBA bylaws and proposes to amend the OSBA bylaws as reflected in the attached draft OSBA bylaws with changes highlighted in the attached draft OSBA bylaws crosswalk document; and

WHEREAS, the substantive changes to the draft OSBA bylaws are the following:

- Allowing caucuses to have an additional director on the OSBA board of directors in the circumstance where the OSBA president or immediate past president is a director from a caucus. This revision is intended to provide the same opportunity for representation for caucuses as is currently provided to regionally elected directors.
- Clarify that OSBA board of directors must comply with the Oregon government ethics laws with respect to conflicts-of-interest.
- Require OSBA caucuses to submit an annual year end fiscal report to the OSBA board of directors.
- Create officer eligibility criteria that requires candidates for officer positions and directors in officer positions to be voting members of the OSBA board of directors.
- Expand the OSBA board of directors and legislative policy committee with representatives from the Oregon school board members PRIDE caucus.
- Edits to grammar, punctuation, and language for readability.

THEREFORE, BE IT RESOLVED by the OSBA board of directors that the proposed draft OSBA bylaws be submitted to the membership for consideration during the 2024 OSBA election; and

BE IT FURTHER RESOLVED that the proposed draft OSBA bylaws, the draft OSBA bylaws crosswalk document and a copy of this resolution be forwarded to all OSBA member boards in accordance with the OSBA board of directors' adopted elections calendar.

**Submitted by: OSBA Board of Directors**



# BYLAWS

As Amended by the Membership: December 2023

Proposed Edits: September 14, 2024

## SECTION 1 PURPOSE

The Oregon School Boards Association (the “Association” or “OSBA”) exists solely to perform essential governmental functions and all of its income accrues to the State of Oregon or its political subdivisions as required under IRC Section 115. In particular, the Association’s mission and purpose are as follows:

- A. To work for the general advancement and improvement of the education of all public school children of the State of Oregon.
- B. To gather and disseminate information pertinent to the successful operation of public schools.
- C. To work for the most efficient and effective organization of public schools of this state. “Public schools” include local school districts, education service districts, the State Board of Education, and community colleges classified as a political subdivision.
- D. To work for adequate and dependable financial support for the public schools of this state.
- E. To study all legislation which affects the public schools of Oregon and to support and work for that which appears to be desirable and to keep members informed thereof. To propose and work for the enactment of proper educational legislation.
- F. To encourage the establishment and maintenance of best practices and high standards in the conduct and operation of the public school educational system.
- G. To study and interpret educational programs and to relate them to the needs of pupils.
- H. To promote public understanding of the role of school boards and school board members in the improvement of education.
- I. To conduct seminars, conferences, and research projects in the various aspects of education for the benefit of members.
- J. To endeavor to implement the policies, beliefs, and resolutions of the Association members and board of directors.
- K. To do such other things as the member boards or board of directors may deem appropriate for the accomplishment of these and other purposes which tend to improve public education.
- L. To enter into such cooperative agreement with members for the pooling of resources and the provision of services as may result in the more efficient utilization of district resources and accrue to their financial advantage.

## SECTION 2 MEMBERS

**2.1 Admission.** All members must qualify as (1) a “political subdivision” as defined under Treas Reg § 1.103-1(b) and Revenue Ruling 78-276, 1978-2 CB 256 and (2) as one of the following:

- 2.1.1 ~~Local~~ School District as defined under ORS Chapter 332;
- 2.1.2 Education Service District as defined under ORS Chapter 334;
- 2.1.3 Community College District as defined under ORS Chapter 341;
- 2.1.4 State Board of Education as defined under ORS Chapter 326; and

2.1.5 Any other governmental educational organization qualifying as a political subdivision, as approved by resolution of the board of directors.

**2.2 Dues.** Annual dues shall be set by majority vote of the members and shall be based on resident Average Daily Membership (ADMr) as of December 31 of the preceding year as reported to the Oregon Department of Education. Dues shall be payable on July 1 of each year and shall become delinquent on September 1 of each year. Member status shall automatically terminate for members failing to pay dues by September 1 unless an extension is requested and granted by the board of directors.

**2.3 Reserved Powers of the Members.** The following corporate actions require the consent and approval of the members:

2.3.1 Election and removal of directors except as set forth in Section 3.8;

2.3.2 Election and removal of the Legislative Policy Committee ("LPC") members except as set forth in Section 4.1.3(g);

2.3.3 Approval of resolutions to effectuate any of the following:

- (a) Adoption, amendment, or restatement of the articles of incorporation or bylaws;
- (b) Modification to the region descriptions set forth in Section 2.6.1; and ~~the~~
- (c) Dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association's assets.

**2.4 Voting Power.**

2.4.1 Election of Directors and LPC Members. For the purposes of nominating and electing directors and LPC members, each member shall have one vote.

2.4.2 Resolution. For the purposes of approving a resolution, each member shall have one vote on all resolutions except as follows:

- (a) K-12 Local Districts with an ADMr between 15,600 and 23,400 shall have two votes.
- (b) K-12 Local Districts with an ADMr between 23,400.1 and 31,200 shall have three votes.
- (c) K-12 Local Districts with an ADMr between 31,200.1 and 39,000 shall have four votes.
- (d) K-12 Local Districts with an ADMr of 39,000.1 or more shall have five votes.

**2.5 Process of Approval of Member Resolutions.**

2.5.1 Generally, members shall approve resolutions annually by ballot vote. Members or the board of directors may submit a resolution for member approval. Such resolutions shall be submitted to the board of directors no later than September 30~~th~~. The board of directors shall distribute all timely submitted resolutions, together with an official ballot, to the members no later than October 15. Members shall vote by ballot submitted to the board of directors no later than December 15.

2.5.2 ~~The board of directors may call a special meeting of the members under Section 2.9, as necessary.~~

## 2.6 Regional Election of Directors and LPC Members.

2.6.1 Regional Voting. For the purposes of nominating and electing the board of directors and LPC members, the Association members shall be organized into and represented by region:

- (a) Eastern Region includes all of the members located in the counties of Baker, Grant, Malheur, Union, Wallowa, and Wheeler.
- (b) Gorge Region includes all of the members located in the counties of Gilliam, Morrow, Sherman, Umatilla, and Wasco.
- (c) Central Region includes all of the members located in the counties of Crook, Deschutes, and Jefferson.
- (d) Southeast Region includes all of the members located in the counties of Harney, Klamath, and Lake.
- (e) Southern Region includes all of the members located in the counties of Jackson and Josephine.
- (f) Lane Region includes all of the members located in the county of Lane.
- (g) Clackamas Region includes all of the members located in the counties of Clackamas and Hood River.
- (h) Douglas/South Coast Region includes all of the members located in the counties of Coos, Curry, and Douglas.
- (i) Linn, Benton, Lincoln Region includes all of the members located in the counties of Benton, Lincoln, and Linn.
- (j) Marion Region includes all of the members located in the county of Marion.
- (k) Yamhill, Polk Region includes all of the members located in the counties of Polk and Yamhill.
- (l) North Coast Region includes all of the members located in the counties of Clatsop, Columbia, and Tillamook.
- (m) Washington Region includes all of the members located in the county of Washington.
- (n) Multnomah Region includes all of the members located in the county of Multnomah.

2.6.2 Members shall be assigned to the region in which their main administrative office is located. If a member's district boundaries span more than one region, the member board must declare which region it intends to vote and shall vote only in that region.

2.6.23 Regional elections shall be ~~determined taken by a majority of votes cast by members~~ within of the members within the region.

- 2.7 Modification of Regions.** A formal review of the regional organizations described in Section 2.6.1 shall be conducted by the board of directors at least every three years commencing with 2017. Any recommended changes to the regional organization shall be submitted to the members in the form of a resolution in accordance with the provisions of Section 2.115.
- 2.8 Annual Meetings.** An annual meeting of members shall be held in November of each year unless a different date or time is fixed by the board of directors and stated in the notice of the meeting. Failure to hold an annual meeting on the stated date shall not affect the validity of any corporate action. At the annual meeting, the president and secretary-treasurer of the board of directors, and any other officer or person whom the president may designate, shall report on the state of the Association, the its activities, and its financial condition of the Association.
- 2.9 Special Meetings.** A special meeting of members shall be held upon the call of the president or 25 percent of the board of directors. All members shall be officially notified of a special meeting by written notice, mailed via U.S. mail or electronic mail, to all members at least 15 days prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the members, the place and time of the meeting, and instructions describing the method by which members can participate by telephone or video. Notice shall also comply with all procedures and include any information as required by ORS Chapter 192.
- 2.10 Telephonic/Video Meetings.** The board of directors may permit any member to participate in any annual or special meeting of the membership, or conduct the meetings through, the use of any means of communication by which all persons participating may simultaneously hear each other during the meeting. A member participating in the meeting by this means is deemed to be present ~~in person~~ at the meeting.
- 2.11 Place of Meetings.** Meetings of the members shall be held at any place, in or out of Oregon, designated by the board of directors. If a meeting place is not designated by the board of directors, the meeting shall be held at the Association's principal office.
- 2.12 Action by Written Ballot.** Any action required of the members will be taken by written ballot, and the Association will deliver a written ballot to every member entitled to vote on the matter. Once delivered, a written ballot may not be revoked.
- 2.13 Quorum.** A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the association.
- 2.13.114 Approval:** With the exception of approving amendments to the Association's bylaws, ~~which is as outlined in Section 7.1 of these bylaws,~~ and with the exception of regional elections outlined in 2.6.3, approval by written ballot is effective ~~when~~ at the end of the voting period when:
- (a) The number of votes cast by ballot equals or exceeds a quorum of the members; and
  - (b) The number of approvals equals or exceeds a majority of the number of returned ballots.

## SECTION 3 DIRECTORS

- 3.1 Powers.** Except as provided under Section 2.23, all corporate powers shall be exercised by or under the authority of ~~and the affairs of, are managed under the direction of~~ the board of



directors. The board of directors shall adopt policies defining specific obligations of the board of directors.

**3.2 Qualifications.** Directors must serve on the board of a member of the Association throughout the duration of their term, with the exception of the director serving as past president.

**3.3 Number.** The board of directors shall consist of not fewer than three nor more than 25 persons. The number of directors may be fixed or changed periodically, within the minimum, and maximum, by the members.

**3.4 Term.** Directors shall take office on January 1 and shall serve for a term of two calendar years or until their successors are elected and qualified. Terms shall be staggered as per the election calendar.

3.4.1 Directors who took office prior to January 1, 2018, and are re-elected may serve for any number of terms as long as they continuously remain members of the board of directors.

3.4.2 Directors taking office on or after January 1, 2018, may serve five consecutive two-year terms and, if eligible, may rerun after a two-year hiatus.

3.4.3 If a director serving as immediate past president requires additional time beyond the term limits outlined above, the term limits will be held in abeyance to allow the director to complete their term as immediate past president.

**3.5 Composition.** The board of directors will be comprised of up to ~~23~~ 22 regionally elected directors, one designated director as defined in the bylaws of the Oregon School Board Members of Color Caucus, ~~and one designated director as defined in the bylaws of the Oregon Rural School Boards Members Caucus, and one designated director as defined in the bylaws of the Oregon school board members PRIDE caucus and ex-officio nonvoting members advisors as delineated in Section 3.5.4.~~

3.5.1 Regional Elected Directors. Each region, as described under Section 2.6.1, shall elect one director except as follows:

(a) Clackamas Region shall elect two directors;

(b) Marion Region shall elect two directors;

(c) Washington Region shall elect three directors; and

(d) Multnomah Region shall elect three directors.

(e) ~~Provided, however, that if~~ If the president or immediate past president of the board of directors is a representative director from a region that elects only one director, that region shall elect an additional director or directors to serve for the duration of the president and/or the immediate past president's term.

3.5.2 Regional Election.

(a) The nomination and election of directors shall be in accordance with the elections calendar annually adopted by the board. The board of directors shall distribute notice of position vacancies, candidate information packets, and official nomination forms to all incumbent directors and members in electing regions.

(b) Each regional candidate for a director position shall be nominated by a member within the region by means of a nomination form. ~~The board of directors shall distribute notice of position vacancies, candidate information packets, and official nomination forms to all incumbent directors and members in electing regions.~~ To nominate a director candidate, one or more of the members in the region must timely submit to the board of directors a formal resolution or motion of the member and the completed nomination form(s). Nominations in regions where there is more than one open director position shall indicate the numbered position for which the nomination is being submitted.

(c) Each member in a region shall have one vote in the regional elections for the board of directors. The director candidate receiving a majority of the votes ~~cast by the~~ of the members within the region shall be elected.

~~(a)~~(d) In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second regional ballot shall be required between the two candidates receiving the highest number of votes; the one receiving a majority of the votes is elected.

3.5.3 ~~Designated-Caucus~~ Representatives. In accordance with their bylaws, caucuses of OSBA shall appoint a representative of the Caucus to serve as a director of the Association. The representative must be an elected or appointed member of any public board of education in Oregon ~~who~~ that is an active member in good standing with the Association. All Association bylaws and policies shall apply to the designated representative serving as the Caucus' director of the Association.

If the president or immediate past president of the board of directors is a representative director from a caucus, then the caucus shall elect an additional director to serve for the duration of the president and/or the immediate past president's term.

3.5.4 Ex-Officio. The following individuals or their designee may serve as ex-officio, nonvoting, advisors to the board of directors:

- (a) Any director of the National School Boards Association elected from Oregon;
- (b) ~~Any officer of the National School Boards Association, National School Boards Advocacy Committee, or an officer of the NSBA Pacific Region.~~
- (c) ~~The immediate past president of the Oregon Association of School Executives;~~
- (d) ~~The immediate past president~~ Executive Director of the ~~Confederation~~ Coalition of School Administrators;
- (e) ~~The board section president~~ Chair-Elect of the Oregon Association of Education Service Districts;
- (f) ~~The board section president~~ of the Oregon Community College Association;
- (g) The chair of the State Board of Education; and
- (h) Any other person ~~as~~ that the board of directors may appoint.

Ex-officio advisors do not attend executive sessions of the board of directors unless they hold a separate position that entitles them to attend executive session, or they are invited to attend by the board of directors.

Ex officio advisors are not eligible for travel reimbursement from OSBA unless they hold a separate position for which travel reimbursement is provided.

- 3.6 Vacancies.** In the event that any director position, other than the president or immediate past president serving as a second director for a region as set out in Section 3.5.1(e), is vacant during the term of office, the remaining directors may appoint an interim director from the same region to serve until December 31 of the same year.

If the board of directors cannot recruit a candidate from the region, they may appoint a person from a contiguous region to serve as director representing the open region. An individual appointed as a director from a contiguous region is not eligible to serve as an officer of the board.

All appointed interim directors must run for regional election during the next election cycle following appointment in order to be eligible to continue service on the board of directors past December 31 of the election year. The members shall elect, using the procedures in Section 3.5.2, an interim director to serve from January 1 of the next year until the end of the remaining term.

If there is a vacancy in an OSBA caucus-designated director position, then the caucus shall, as set forth in Section 3.5.3, appoint a new caucus representative to serve the remaining term.

- 3.7 Resignation.** A director may resign at any time by delivering written notice to the president or the secretary. A resignation is effective when notice is effective under ORS 65.034 unless the notice specifies a later effective date. Once delivered, a notice of resignation is irrevocable unless revocation is permitted by the board of directors.
- 3.8 Removal.** A director may be removed for cause by vote of two-thirds majority of the directors. A director may be removed with or without cause by a majority vote of the members who elected the director. The board may provide guidance or adopt and amend policies regarding what types of actions the board considers to be sufficient cause for removal.
- 3.9 Regular Meetings.** An annual meeting of the board of directors shall be held immediately after, and at the same place as, the annual meeting of members. The board of directors may schedule additional regular meetings to occur during a calendar year. ~~If the time and place of any other directors' meeting is regularly scheduled by the board of directors, the meeting is a regular meeting.~~ All other meetings are special meetings.
- 3.10 Special Meetings.** A special meeting of the board of directors may be called by the president or the president-elect or 20 percent of the board of directors. All directors shall be officially notified of a special meeting by written notice delivered personally, by telephone, or electronic mail at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the method by which directors can participate by telephone or video. No matter may be considered at a special meeting other than the matter(s) specified in the notice.

**3.11 Place of Meetings.** The board of directors may hold annual, regular, or special meetings at any location in the State of Oregon.

**3.12 Telephonic/Video Meetings.** The board of directors may conduct meetings through the use of any means of communication by which all persons participating may simultaneously hear each other during the meeting. A director participating in the meeting by this means is deemed to be present at the meeting.

**3.1013 Notice of Meetings.** All members-directors shall be officially notified of a special meeting by written notice delivered personally, by telephone or electronic mail to all directors at least 48 hours prior to the date of the meeting. Such notice shall include a description of all agenda items and any matters to be voted upon by the directors, the place and time of the meeting, and instructions describing the method by which directors can participate by telephone or video. Notice of meetings shall also comply with all procedures and include any information as required by ORS Chapter 192.

**3.1114 Waiver of Notice.** A director may at any time waive any notice required by these bylaws. A director's attendance at or participation in a meeting waives any required notice to the director of the meeting unless the director, at the beginning of the meeting or promptly upon the director's arrival, objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to any action taken at the meeting. Except as provided in the preceding sentence, any waiver must be in writing, must be signed by the director entitled to the notice, must specify the meeting for which the notice is waived, and must be filed with the minutes or the corporate records.

**3.1215 Quorum.** A quorum of the board of directors shall consist of a majority of the number of directors in office at the time the meeting begins.

**3.1316 Voting.** If a quorum is present when a vote is taken, the affirmative vote of a majority of the directors present when the action is taken is the act of the board of directors except to the extent that the articles of incorporation, these bylaws, or applicable law require the vote of a greater number of directors.

**3.1417 Presumption of Assent.** A director who is present at a meeting of the board of directors when corporate action is taken is deemed to have assented to the action taken unless:

- (a) The director objects at the beginning of the meeting, or promptly upon the director's arrival, to holding the meeting or transacting the business at the meeting; and
- (b) The director's dissent from the action taken is entered in the minutes of the meeting.

**3.1518 Compensation.** Directors and members of committees may receive reimbursement of such expenses as may be determined by resolution or policy of the board of directors to be just and reasonable. Directors shall not otherwise be compensated for service in their capacity as directors.

**3.1619 Director Conflict of Interest.** The Association shall maintain a Conflict of Interest policy, the terms of which comply with ORS 65.361 and ORS Chapter 244. The board of directors shall annually review and notify its members and the directors of the current Conflict of Interest policy. Each director shall annually complete and return a Conflict of Interest statement.

## SECTION 4 COMMITTEES AND CAUCUSES

**4.1 Standing Committees.** The board of directors shall maintain the standing committees described below:

4.1.1 Executive Committee. The executive committee shall consist of the five officers of the board of directors: the president as chairman and as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws, the president-elect, the vice president, the secretary-treasurer, and the immediate past president. The executive committee ~~may act, pursuant to its delegation~~ delegated of authority to such committee by the board of directors, act in place and instead of the board of directors between board meetings on all matters except those specifically reserved to the board under the terms of the bylaws. Actions of the executive committee shall be reported to the board of directors by mail, email, on a timeframe consistent with the seriousness and urgency of the matter and within two weeks if practicable. Additionally, executive committee actions will be reported or at the next regular board meeting.

4.1.2 Finance Committee. The finance committee shall be appointed by the president and shall be composed of members from Oregon public school districts, education service districts, and community colleges with boards that meet all criteria to be Association voting members. The members shall include, but are not limited to, the President as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws, the Association secretary/treasurer and vice president, one Association board director-trustee from the PACE board, one district business official, and one at-large board member.

~~Finance committee members serve for a term of two (2) years unless they are appointed to replace a member who left the committee before finishing their two-year term, in which case the member will serve the remainder of the two-year term.~~ The trustee from the PACE board is recommended by the PACE Board of trustees, appointed by the President, subject to approval by the Board, and will serve a two-year term, with no term limits. The district business official and the at-large board member will be recommended by OSBA staff, appointed by the President, subject to approval by the Board, will serve two-year terms, with no term limits, and staggered start dates starting in January.

The finance committee shall operate within the corporation's investment guidelines and the Finance Committee ~~o~~Operating gGuidelines.

4.1.3 Legislative Policy Committee. The board of directors shall maintain a Legislative Policy Committee ("LPC").

(a) Purpose. The LPC shall develop legislative policies which are recommended to and approved by the members as a resolution proposed by the board of directors and voted on by the membership in accordance with Section 2.4 and 2.5. The LPC also advises the executive director and staff during legislative sessions.

(b) Composition. The LPC shall be composed of the voting members of the board of directors, the President as an ex-officio voting member pursuant to section 5.5.1 of the Bylaws, and the regional representatives elected under the procedures defined in Section 4.1.3(c) and (d), and one designated voting member as defined in the bylaws of the Oregon School Board Members of Color Caucus, and one designated



voting member as defined in the bylaws of the Oregon Rural School Boards Members Caucus, and one designated voting member as defined in the bylaws of the Oregon school board members PRIDE caucus. All committee members must be elected or appointed directors of a member as defined in Section 2.1. The vice president of the board of directors shall chair the LPC.

~~(b)(c)~~ Qualifications. LPC representatives must serve on the board of a member of the Association throughout the duration of their term.

~~(c)(d)~~ Nomination. The board of directors shall cause the nomination form to be distributed to all members in eligible regions. A member may To nominate a candidate to the LPC, and shall do so one or more of the members in the region must timely submit to the board of directors by a formal resolution or motion of the member and timely submission of the nomination form(s) to the office of the Association and the completed nomination form(s). Nominations in regions where there is more than one representative position shall indicate the numbered position for which the nomination is being submitted. The Nominations and election of the LPC representatives will be closed by a date identified in shall be in accordance with the elections calendar adopted by the board.

~~(d)(e)~~ Election. Each LPC member shall be elected by majority of member boards of a region. Each member in a region shall have one vote in the regional elections for the LPC representative. The LPC representative candidate receiving a majority of the votes cast by the members within the region shall be elected. Each region shall elect the number of LPC members as described in Section 3.5, without regard to Section 3.5.1(de). Such elections shall be held using the procedures described in Section 3.5.2.

(f) Term. Each committee member shall take office on January 1 in even numbered years and serve for a term of two (2) years.

~~(e)(g)~~ Vacancies. In the event that there is a vacancy on the LPC, the board of directors may appoint an interim LPC member from the same region to fill the unexpired term of office. If the board of directors cannot recruit an LPC member from the region, they may appoint a person from a contiguous region to serve to represent the open region to fill the unexpired term of office.

~~4.1.4 PACE Trustees. The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust ("PACE"). As per the PACE Restated Trust Agreement, the PACE trustees shall nominate trustee candidate(s) to the OSBA board of directors. If the list of candidates is not acceptable by the board of directors, the PACE trustees will continue to submit nominated candidate(s) for consideration until accepted by the board of directors.~~

~~PACE trustees taking office on or after January 1, 2023, may serve three consecutive three year terms and, if eligible, may return after a one year hiatus.~~

**4.2 Other Board Committees.** The board of directors may create one or more committees of the board of directors and appoint directors and representatives of members to serve on such committee. The creation of a committee and the appointment of directors and member representatives to the committee must be approved by a majority of all directors in office when the action is taken. The provisions of these bylaws governing meetings, action without meetings,



notice and waiver of notice, and quorum and voting requirements of the board of directors shall apply to committees and their members as well. Committees of the board of directors may, to the extent specified by the board of directors, exercise the authority of the board of directors; ~~provided, however,~~ that no committee of the board of directors may:

- (a) Authorize distributions, provided that this restriction does not apply to payment of value for property received or services performed or payment of benefits in furtherance of the Association's purposes;
- (b) Approve or recommend dissolution, merger, or the sale, pledge, or transfer of all or substantially all of the Association's assets;
- (c) Elect, appoint, or remove directors or fill vacancies on the board or on any of its committees; or
- (d) Adopt, amend, or repeal the articles of incorporation or bylaws.

**4.3 Advisory Committees.** The board of directors may create one or more other committees. Members of these committees need not be members or directors, but at least one director shall serve on each such committee. These committees shall have no power to act on behalf of, or to exercise the authority of, the board of directors, but may make recommendations to the board of directors.

**4.4 Caucuses.** Caucuses shall exist to enhance the work of the Association by addressing the unique needs of member districts. ~~Caucuses shall:~~

- 4.4.1 Caucuses shall ~~C~~clearly articulate the vision, mission, and goals of the Caucus.
- 4.4.2 Caucuses shall ~~A~~adopt bylaws for operating, programming, and governing within the context of the Association bylaws described herein.
- 4.4.3 Caucuses shall ~~C~~comply with Association policies and guidelines.
- 4.4.4 Caucuses shall be added or eliminated to this provision through the bylaw's amendment process described in Section 8.1~~these bylaws~~.
- 4.4.5 Caucuses shall submit an end of fiscal year report to the Board of Directors that includes the following:
  - 4.4.5.1 The caucus is meeting regularly;
  - 4.4.5.2 An accounting of the prior year's budget allocation;
  - 4.4.5.3 Identified officers and current bylaws;
  - 4.4.5.4 A summary of the Caucus current goals, the prior year's Caucus activities that support those goals, and how the Caucus goals align with the mission, vision, and goals of OSBA.

The end of fiscal year report will be submitted at the first regularly scheduled board of directors meeting following the end of the fiscal year.

- 4.4.56 The Oregon School Board Members of Color Caucus was established by a vote of the membership in 2018.

~~4.4.57~~ ~~With the adoption of this section, the~~ The Oregon Rural School Boards Members Caucus is was established by a vote of the membership in 2023.

4.4.8 The Oregon school board members PRIDE caucus was established by a vote of the membership in 2024.

- 4.5 Administration.** Each committee and caucus shall prepare minutes of each of its meetings, and such minutes shall be kept on file at the Association's principal office and made available on request to any member of the board of directors. Each committee and caucus shall also report on its activities at the regular meetings of the board of directors. Each committee and caucus shall comply with the public meetings laws requirements under ORS Chapter 192.

## SECTION 5 OFFICERS OF THE BOARD OF DIRECTORS

**5.1 Eligibility.** Effective January 1, 2026, to hold an officer position on the Board of Directors other than the immediate past president, candidates and officers must be a voting member of the OSBA Board of Directors.

**5.12 Appointment.** The board of directors shall elect officers by majority vote ~~at least 10 days~~ prior to the November member meeting. In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes is elected.

**5.23 Designation.** The officers of the Association shall be a president, president-elect, past president, vice president, a secretary-treasurer, and such other officers as the board of directors may appoint.

**5.34 Compensation and Term of Office.** Officer terms are one calendar year. No officer, except the secretary-treasurer, shall serve two consecutive terms in the same office, unless the director completed/completes at the term for/of another officer who was unable to complete at their term, and is then voted into the same position the following year. The secretary-treasurer may serve up to two consecutive one-year terms.

### 5.5 Compensation

~~Directors and members of committees~~ Officers may receive reimbursement of such expenses as may be determined by resolution of the board of directors to be just and reasonable. ~~Directors~~ Officers shall not otherwise be compensated for service in their capacity as ~~directors~~ officers.

**5.46 Removal and Resignation.** Any officer may be removed, either with or without cause, at any time by action of the board of directors. An officer may resign at any time by delivering notice to the board of directors, the president, or the secretary-treasurer. A resignation is effective when the notice is effective under ORS 65.034 unless the notice specifies a later effective date. If a resignation is made effective at a later date and the Association accepts the later effective date, the board of directors may fill the pending vacancy before the effective date if the board of directors provides that the successor does not take office until the effective date. Once delivered, a notice of resignation is irrevocable unless revocation is permitted by the board of directors. No removal or resignation shall prejudice the rights of any party under a contract of employment.

**5.57 Officers.** The officers of the Association are as follows:

- 5.57.1 President: The president shall preside at all member meetings of the Association and of the board of directors; shall appoint, any committees positions not otherwise designated in these bylaws or OSBA adopted policy, subject to the approval of the board of directors; shall call all regular and special meetings as provided herein; shall be an ex-officio voting member of all committees established under sections 4.1 and 4.2 of these bylaws. The president shall automatically serve as immediate past president for the following term. The president serves for a term of one calendar year.
- 5.57.2 President-elect: In the absence of the president, the president-elect shall assume the powers and duties of the president, and when a vacancy occurs in the office of president, shall serve in that capacity for the remainder of the term. The president-elect shall automatically serve as president for the following term, even if required to fill an uncompleted term as president. In addition, the president-elect shall assume duties related to the oversight of Association member elections and resolutions processes and such other administrative duties as are assigned by the president. The president-elect serves for a term of one calendar year.
- 5.57.3 Vice president: In the absence of the president-elect, the vice president shall assume the powers and duties of the president-elect. The vice president shall also serve as the chair of the LPC. The vice president serves for one calendar year.
- 5.57.4 Secretary-treasurer: The secretary-treasurer shall be responsible for keeping ~~in a suitable minute book~~ accurate minutes of all board of director meetings in electronic format in accordance with OSBA's record retention schedule; shall carry on official correspondence of the Association; shall arrange for proper banking facilities; ~~and~~ shall receive, account for, and disburse funds in a businesslike manner as provided for by the board of directors; shall see that the minutes of the previous meetings are read approved by the board of directors; and shall give an itemized and detailed report of the financial condition of the Association at each annual meeting and at such other times as may be required by the board of directors. Such duties of the secretary-treasurer as may be specified by the board of directors may be delegated to the executive director or a designated member of the staff. The secretary-treasurer serves for a term of one calendar year.
- 5.57.5 Immediate past president: The immediate past president shall advise and counsel ~~with~~ other officers. The immediate past president chairs the officer succession planning process. The past president serves for one calendar year.
- ~~5.57.6 Assistants: The board of directors may appoint or authorize the appointment of an assistant to the secretary-treasurer. Such assistant may exercise the powers of the secretary-treasurer, as the case may be, and shall perform such duties as are prescribed by the board of directors.~~

## SECTION 6 NONDISCRIMINATION

The Association shall not discriminate in providing services, hiring employees, or otherwise, upon the basis of gender identity, race, creed, marital status, sex, sexual orientation, religion, color, age, disability, or national origin.

## SECTION 7 OSBA PROPERTY AND CASUALTY FOR EDUCATION TRUST

PACE Trustees. The board of directors shall appoint the trustees of the OSBA Property and Casualty Coverage for Education Trust ("PACE") as provided in As per the PACE Restated Trust Agreement. the PACE trustees shall nominate trustee candidate(s) to the OSBA board of directors. If the list of candidates is not acceptable by the board of directors, the PACE trustees will continue to submit nominated candidate(s) for consideration until accepted by the board of directors.

It is the policy of OSBA with respect to PACE trustees taking office on or after January 1, 2023, that such trustees will be appointed to no more than may serve three consecutive three-year terms and, if eligible, may return after a one-year hiatus.

## SECTION 7-8 GENERAL PROVISIONS

### 7-8.1 Amendment of Bylaws.

- 7-8.1.1 Amendments to the bylaws may be initiated by the board of directors or submitted by a member to the board of directors.
- 7-8.1.2 The board of directors shall provide written notice to the members containing a statement that the members will be asked to approve the amendment and a copy of the proposed amended bylaws.
- 7-8.1.3 Action by Written Ballot: The Association will deliver a written ballot to every member entitled to vote on the matter. The ballot shall set forth each proposed action and provide an opportunity to vote for or against each proposed action and specify a reasonable time by which a ballot must be received by the Association in order to be counted. Once delivered, a ballot may not be revoked.
- 7-8.1.4 Approval: Approval by written ballot shall be valid only when the number of votes cast by ballot equals or exceeds a quorum of the members, and the number of approvals equals or exceeds two-thirds majority of the number of the returned ballots.
- 7-8.1.5 Quorum: A quorum of the members shall consist of a majority of members in good standing at the time the ballots are to be returned to the Association.
- 7-8.1.6 Whenever an amendment or new bylaw is adopted, it shall be copied in the minute book saved in electronic format in accordance with OSBA's record retention schedule with the original bylaws in the appropriate place. If any bylaw is repealed, the fact of repeal and the date on which the repeal occurred shall be stated in such book and place.

- 7-8.2 **Inspection of Books and Records.** All books, records, and accounts of the Association shall be open to inspection by the directors in the manner and to the extent required by law.

- 78.3 Checks, Drafts, Etc.** All checks, drafts, and other orders for payment of money, notes, or other evidences of indebtedness issued in the name of or payable to the Association shall be signed or endorsed by such person or persons and in such manner as shall be determined by resolution of the board of directors.
- 78.4 Deposits.** All funds of the Association not otherwise employed shall be deposited to the credit of the Association in those banks, trust companies, or other depositories as the board of directors or officers of the Association designated by the board of directors select, or be invested as authorized by the board of directors.
- 78.5 Loans or Guarantees.** The Association shall not borrow money and no evidence of indebtedness shall be issued in its name unless authorized by the board of directors. This authority may be general or confined to specific instances. Except as explicitly permitted by ORS 65.364, the Association shall not make a loan, guarantee an obligation, or modify a pre-existing loan or guarantee to or for the benefit of a director or officer of the Association.
- 78.6 Execution of Documents.** The board of directors may, except as otherwise provided in these bylaws, authorize any officer or agent to enter into any contract or execute any instrument in the name of and on behalf of the Association. Such authority may be general or confined to specific instances. Unless so authorized by the board of directors, no officer, agent, or employee shall have any power or authority to bind the Association by any contract or engagement, or to pledge its credit, or to render it liable for any purpose or for any amount.
- 78.7 Insurance.** The Association may purchase and maintain insurance on behalf of an individual against liability asserted against or incurred by the individual who is or was a director, officer, employee, or agent of the Association, or who, while a director, officer, employee, or agent of the Association, is or was serving at the request of the Association as a director, officer, partner, trustee, employee, or agent of another foreign or domestic business or nonprofit corporation, partnership, joint venture, trust, employee benefit plan, or other enterprise; provided, however, that the Association may not purchase or maintain such insurance to indemnify any director, officer, or agent of the Association in connection with any proceeding charging improper personal benefit to the director, officer, or agent in which the director, officer, or agent was adjudged liable on the basis that personal benefit was improperly received by the director, officer, or agent.
- 78.8 Fiscal Year.** The fiscal year of the Association shall begin on the first day of July and end on the last day of June in each year.
- 78.9 Severability.** A determination that any provision of these bylaws is for any reason inapplicable, invalid, illegal, or otherwise ineffective shall not affect or invalidate any other provision of these bylaws.

\* \* \* \* \*

The foregoing bylaws were approved by the membership of the Oregon School Boards Association on December 15, 2023. The original bylaws were duly adopted by the Board of Directors of OSBA on September 15, 2017, and approved by the membership on December 15, 2017.

Dallas School District Enrollment Report  
November 2024

School	Capacity	Kgtn	1	2	3	4	5	Total	Last Month	Nov 23/24	Nov 22/23	Nov 21/22	Nov 20/21
Lyle	[460]	20	29	27	21								
		19	28	26	24								
		17	28	27	24								
		16											
Total		72	85	80	69			306	305	326	334	326	325
Oakdale	[412]	23	26	26	22								
		21	23	23	23								
		21	25	23	24								
				24									
Total		65	74	96	69			304	300	335	361	348	344
Whitworth	[437]												
			21	27	27								
			22	25	27								
				27	28								
				28	27								
				30	27								
				28	27								
Total			43	165	163			371	367	363	385	340	378
Total K-5								981	972	1024	1080	1014	1047



Dallas School District Enrollment Report  
November 2024

School	Capacity										Last Month	Nov 23/24	Nov 22/23	Nov 21/22	Nov 20/21
LaCreole	[728]	Grade 6	Grade 7	Grade 8							571	567	584	585	632
		210	177	178											
DHS	[1020]	Grade 9	Grade 10	Grade 11	Grade 12	Post High	Odysseyware								
		247	216	218	202	7					892	861	846	901	888
MCAP	[108]	Grade 9	Grade 10	Grade 11	Grade 12										
			10	8	44						63	65	75	61	57
PADTC	Grade 5	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12								
		2		4	6	1	2	1			16	16	19	14	14
DVA															
												0	0	78	0
					</										

LVCS CHARTER	Current	Last Year	Dallas Community School									
In District	137	136	KG	1st	2nd	3rd	4th	5th	6th	7th		
Out of Dist	76	92	10	23	18	22	23	23	26	32		
Total	213	228				8th	9th	10th	11th	12th		
High school extended	228		Total	255		19	19	21	11	8		
In 2006 Morrison was a charter school with 80 students.			First year 2015-16									
Elementary reconfiguration effective 09/10 school year.												
Last Year Extended Campus 2015-16												

**LUCKIAMUTE VALLEY CHARTER SCHOOLS**  
**2024-25**  
**November**

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<b>STUDENT TOTALS</b>		
	Current #'s	Last Year
In District	137	136
Out of District	76	92
<b>TOTAL STUDENT #'s</b>	<b>213</b>	<b>228</b>

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<b>BREAKDOWN BY GRADE LEVELS</b>		
	Current #'s	Last yr.
Kindergarten	22	24
1st Grade	23	23
2nd Grade	23	22
3rd Grade	24	24
4th Grade	25	26
5th Grade	25	22/15
6th Grade	29	25
7th Grade	21	25
8th Grade	21	22

**NUMBERS CURRENT AS OF 11/4/2024**

# Dallas Community School Enrollment 2024-25

	Jun 2024	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
K	18	11	10	10	0	0	0	0	0	0	0
1	14	22	22	23	0	0	0	0	0	0	0
2	20	16	18	18	0	0	0	0	0	0	0
3	28	23	22	22	0	0	0	0	0	0	0
4	23	24	23	23	0	0	0	0	0	0	0
5	23	24	23	23	0	0	0	0	0	0	0
6	32	25	25	26	0	0	0	0	0	0	0
7	23	36	34	32	0	0	0	0	0	0	0
8	23	18	17	19	0	0	0	0	0	0	0
K-8 Total:	204	199	194	196	0	0	0	0	0	0	0
9	16	21	19	19	0	0	0	0	0	0	0
10	11	21	21	21	0	0	0	0	0	0	0
11	8	11	10	11	0	0	0	0	0	0	0
12	0	9	8	8	0	0	0	0	0	0	0
DCHS Total:	35	62	58	59	0	0	0	0	0	0	0
Grand Total:	239	261	252	255	0	0	0	0	0	0	0

LUCKIAMUTE VALLEY CHARTER SCHOOL  
2024-25  
BOARD REPORT SUMMARY

	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	JANUARY	FEB.	MARCH	APRIL	MAY	JUNE	YTD Total
<b>REVENUE</b>													
R1200 District Reimbursement													-
R1510 Earnings on Investments	988.53	918.78	892.85	924.67									3,724.83
R1630 Special Functions													-
R1600 Food Service Sales	227.10	50.00	1,400.00	2,595.00									4,272.10
R1920 Donations Private Sources	2,775.00												2,775.00
R1990 Miscellaneous Income	339.89	2,000.00	15.00	523.00									2,877.89
R3101 State School Funds		694,911.43	231,637.14	231,637.14									1,158,185.71
R3102 OR Free Expanded Eligible Breakfast				486.23									486.23
R3200 Reduced Breakfast/Lunch													-
R3299 Restricted State Grants		10,202.86	3,460.27										13,663.13
R4300 Restricted Rev Direct from FED				5,843.10									
R4500 Restricted Federal Grants Thru State				3,380.07									3,380.07
R4700 Grants in aid													-
R5400 Beginning Fund Balance	570,318.12												570,318.12
<b>TOTAL REVENUE</b>	<b>4,330.52</b>	<b>708,083.07</b>	<b>237,405.26</b>	<b>245,389.21</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,759,683.08</b>

<b>EXPENDITURES BY OBJECT</b>													
100 Salaries	31,821.80	32,534.32	141,493.51	214,015.81									419,865.44
200 Benefits	11,553.63	14,756.46	73,528.13	99,088.27									198,926.49
300 Services	3,836.77	20,759.76	11,244.26	33,259.41									69,100.20
400 Supplies	5,451.75	38,257.67	18,761.01	16,746.19									79,216.62
500 Equipment/Improvements	8,355.00	7,013.45	4,557.45										19,925.90
600 Dues & Fees	34,607.90	3,112.92	700.00	17.25									38,438.07
<b>TOTAL EXPENDITURES</b>	<b>95,626.85</b>	<b>116,434.58</b>	<b>250,284.36</b>	<b>363,126.93</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>825,472.72</b>

<b>EXPENDITURES BY FUNCTION</b>													
1000 Instruction	5,362.18	43,164.12	155,090.77	242,500.77									446,117.84
2000 Support	88,258.67	69,910.46	80,044.11	101,916.70									340,129.94
3000 Food Services	2,006.00	760.00	15,149.48	18,709.46									36,624.94
4000 Construction		2,600.00											2,600.00
<b>TOTAL EXPENDITURES</b>	<b>95,626.85</b>	<b>116,434.58</b>	<b>250,284.36</b>	<b>363,126.93</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>825,472.72</b>

**FUND BALANCE**      479,021.79      1,070,670.28      1,057,790.92      940,053.20      940,053.20      940,053.20      940,053.20      940,053.20      940,053.20      940,053.20      940,053.20      940,053.20      940,053.20

11/04/24

Accrual Basis

# Luckiamute Valley Charter Schools

## Profit & Loss

October 2024

	Oct 24
Ordinary Income/Expense	
Income	
R1510 · Earnings on Investments	924.67
R1600 · Food Service Sales	2,595.00
R1990 · Miscellaneous	523.00
R3101 · State School Funds	231,637.14
R3102 · OR Free Expanded Eligible Break	486.23
R4300 · Restricted Rev. Direct from Fed	5,843.10
R4500 · Restricted Rev. from Fed	3,380.07
Total Income	245,389.21
Gross Profit	245,389.21
Expense	
1000 · 1000-INSTRUCTION	
1100 · Regular Programs	
1111 · Elementary Grades K-5	
111-111 · Licensed Salaries	56,377.91
111-112 · Classified Salaries	19,773.58
111-121 · Substitute Salaries	5,455.09
111-131 · Extra Duty Salaries	4,538.00
111-211 · PERS-Employer	21,638.45
111-212 · PERS-EPPT	5,076.73
111-220 · Social Security	5,564.18
111-231 · Worker's Comp	34.52
111-240 · Health Insurance	7,496.71
111-241 · OR-PFL	380.83
111-355 · Printing	422.28
111-410 · Supplies	2,373.17
111-420 · Textbooks	407.98
111-460 · Non-Consumables	1,538.82
111-470 · Computer Software	634.80
1111 · Elementary Grades K-5 - Other	
Total 1111 · Elementary Grades K-5	131,713.05

Luckiamute Valley Charter Schools  
Profit & Loss  
October 2024

	Oct 24
1121 • Middle Programs 6-8	
121-111 • Licensed Salaries	28,570.01
121-112 • Classified Salaries	6,402.08
121-211 • PERS-Employer	8,959.33
121-212 • PERS-EPPT	2,147.67
121-220 • Social Security	3,750.01
121-231 • Workers Comp	17.73
121-240 • Health Insurance	3,165.40
121-241 • OR-PFL	129.26
121-355 • Printing	223.59
121-399 • Purchased Services	4,693.50
121-410 • Consumables	686.98
121-420 • Textbooks	1,187.50
121-470 • Computer Software	400.20
Total 1121 • Middle Programs 6-8	60,333.26
Total 1100 • Regular Programs	192,046.31
1250 • Special Programs	
125-111 • Certified Salaries	6,600.33
125-112 • Classified Salaries	14,813.50
125-121 • Substitute Salaries	236.85
125-211 • PERS Employer	7,665.88
125-212 • PERS-EPPT	1,837.60
125-220 • Social Security	1,337.73
125-240 • Health Insurance	1,800.00
125-241 • OR-PFL	106.01
125-340 • Travel	364.54
Total 1250 • Special Programs	34,762.44
1270 • Title I	
127-111 • Licensed Salaries	10,221.08
127-211 • PERS	3,015.83
127-212 • PERS-EPPT	649.26
127-220 • Social Security	1,166.86
127-231 • Worker's Comp	5.31



Luckiamute Valley Charter Schools  
Profit & Loss  
October 2024

	Oct 24
127-240 · Health Insurance	600.00
127-241 · OR-Paid Family Leave	33.68
Total 1270 · Title I	15,692.02
Total 1000 · 1000-INSTRUCTION	242,500.77
2000 · SUPPORT SERVICES	
2100 · Support Services - Students	
2113 · Social Work Services	
211-111 · Licensed Salaries	7,821.08
211-211 · PERS-Employer	1,957.62
211-212 · PERS-EPPT	469.26
211-220 · Social Security	598.32
211-231 · Workers Comp	2.59
211-240 · Health Insurance	1,060.70
211-241 · OR-PFL	30.28
Total 2113 · Social Work Services	11,939.85
Total 2100 · Support Services - Students	11,939.85
2200 · Instructional Staff	
220-313 · Support Services	384.00
Total 2200 · Instructional Staff	384.00
2230 · Assessment and Testing	
223-312 · Testing Services	4,350.00
Total 2230 · Assessment and Testing	4,350.00
2240 · Instructional Staff Development	
224-312 · Instruction Improvement Servi...	99.00
Total 2240 · Instructional Staff Developme...	99.00
2310 · School Board	
231-340 · Board Travel_Conference	1,965.06

11/04/24

Accrual Basis

## Luckiamute Valley Charter Schools

## Profit &amp; Loss

October 2024

	Oct 24
231-640 · Dues and Fees	5.00
<b>Total 2310 · School Board</b>	<b>1,970.06</b>
2410 · School Administration	
241-112 · Confidential Salaries	11,124.50
241-113 · Administrator salaries	17,766.66
241-131 · Extra Duty Salary	583.33
241-211 · PERS-Employer	4,875.94
241-212 · PERS-EPPT	555.31
241-220 · Social Security	2,270.59
241-231 · Workers Comp	10.92
241-240 · Health Insurance	2,300.00
241-241 · OR-PFL	84.45
241-351 · Telephone	253.30
241-353 · Postage	19.70
241-390 · Professional Development	552.46
241-410 · Consumables	212.36
241-640 · Dues and Fees	12.25
<b>Total 2410 · School Administration</b>	<b>40,621.77</b>
2500 · Support services-business	
2520 · Fiscal services	
252-114 · Managerial Classified	7,916.67
252-211 · PERS - Company	2,113.33
252-212 · PERS EPPT	506.59
252-220 · Social Security	640.28
252-231 · Workers Comp	5.03
252-240 · Health-Employer	526.52
252-241 · OR-PFL	37.46
252-381 · Audit Services	4,500.00
252-410 · Supplies	33.79
252-470 · Software	276.75
<b>Total 2520 · Fiscal services</b>	<b>16,556.42</b>
2540 · Plant services	

11/04/24

Accrual Basis

## Luckiamute Valley Charter Schools

## Profit &amp; Loss

October 2024

	Oct 24
254-112 • Classified Salaries	6,552.72
254-131 • Extra Duty Plant Services	708.33
254-211 • PERS-Company	910.33
254-212 • PERS-EPPT	218.22
254-220 • Social Security	501.29
254-231 • Worker's Comp	3.48
254-241 • OR-PFL	26.21
254-322 • Repairs and Maintenance	2,900.00
254-324 • Rental	637.00
254-325 • Electricity	1,056.07
254-327 • Water	973.61
254-328 • Garbage	474.82
254-329 • Other property services	522.00
254-410 • Supplies	143.04
Total 2540 • Plant services	15,627.12
2550 • Transportation	
255-331 • Transportation	8,868.48
Total 2550 • Transportation	8,868.48
Total 2500 • Support services-business	41,052.02
2660 • Technology Services	
266-112 • Classified Salaries	1,500.00
Total 2660 • Technology Services	1,500.00
Total 2000 • SUPPORT SERVICES	101,916.70
3000 • ENTERPRISE & COMMUNITY	
3120 • Food Services	
312-112 • Classified Salary	7,054.09
312-211 • PERS-Employer	1,089.10
312-212 • PERS-EPPT	261.07
312-220 • Social Security/Medicare	539.62
312-231 • Workers Comp	3.87

Luckiamute Valley Charter Schools  
Profit & Loss

October 2024

11/04/24  
Accrual Basis

	Oct 24
312-240 · Health Insurance	882.70
312-241 · OR-PFL	28.21
312-410 · Supplies	210.96
312-450 · Food	8,639.84
Total 3120 · Food Services	18,709.46
Total 3000 · ENTERPRISE & COMMUNITY	18,709.46
6000 · Operating Contingency	
6560 · Payroll Expenses	
Total Expense	363,126.93
Net Ordinary Income	-117,737.72
Net Income	-117,737.72

11/04/24

Accrual Basis

# Luckiamute Valley Charter Schools

## Profit & Loss Budget vs. Actual\_General Funds

July through October 2024

Ordinary Income/Expense	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
Income				
R1200 · District Pass-Thru		362,089.00	-362,089.00	
R1510 · Earnings on Investments	3,724.83	50.00	3,674.83	7,449.7%
R1920 · Donations	2,775.00	7,000.00	-4,225.00	39.6%
R1990 · Miscellaneous	2,877.89	4,000.00	-1,122.11	71.9%
R3101 · State School Funds	1,158,185.71	2,713,925.00	-1,555,739.29	42.7%
R4500 · Restricted Rev. from Fed	3,380.07	9,000.00	-5,619.93	37.6%
R4700 · Grants in Aid		20,000.00	-20,000.00	
R5400 · Beginning Fund Balance				
Total Income	1,195,208.06	3,116,064.00	-1,920,855.94	38.4%
Gross Profit	1,195,208.06	3,116,064.00	-1,920,855.94	38.4%
Expense				
1000 · 1000-INSTRUCTION				
1100 · Regular Programs				
1111 · Elementary Grades K-5				
111-111 · Licensed Salaries	91,495.89	352,238.00	-260,742.11	26.0%
111-112 · Classified Salaries	34,198.95	150,500.00	-116,301.05	22.7%
111-121 · Substitute Salaries	6,709.70	20,000.00	-13,290.30	33.5%
111-131 · Extra Duty Salaries	5,846.33	27,200.00	-21,353.67	21.5%
111-211 · PERS-Employer	35,901.64	132,485.00	-96,583.36	27.1%
111-212 · PERS-EPPT	8,426.36	31,796.00	-23,369.64	26.5%
111-220 · Social Security	9,520.09	40,540.00	-31,019.91	23.5%
111-231 · Worker's Comp	668.22	3,286.00	-2,617.78	20.3%
111-240 · Health Insurance	14,939.91	104,400.00	-89,460.09	14.3%
111-241 · OR-PFL	623.58	2,120.00	-1,496.42	29.4%
111-310 · Instruction Services		5,000.00	-5,000.00	
111-355 · Printing	836.31	5,000.00	-4,163.69	16.7%
111-399 · Purchased Services		3,000.00	-3,000.00	
111-410 · Supplies	7,971.70	26,000.00	-18,028.30	30.7%
111-420 · Textbooks	30,546.84	26,000.00	4,546.84	117.5%
111-460 · Non-Consumables	1,538.82	6,000.00	-4,461.18	25.6%
111-470 · Computer Software	1,084.80	500.00	584.80	217.0%
111-480 · Computer Hardware		2,000.00	-2,000.00	

11/04/24

Accrual Basis

Luckiamute Valley Charter Schools  
Profit & Loss Budget vs. Actual\_General Funds  
July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
Total 1111 • Elementary Grades K-5	250,397.09	938,065.00	-687,667.91	26.7%
1121 • Middle Programs 6-8				
121-111 • Licensed Salaries	48,640.02	252,840.00	-204,199.98	19.2%
121-121 • Substitute Salary	1,504.80	13,000.00	-11,495.20	11.6%
121-211 • PERS-Employer	18,596.63	63,210.00	-44,613.37	29.4%
121-212 • PERS-EPPT	4,457.86	15,170.00	-10,712.14	29.4%
121-220 • Social Security	5,537.90	19,342.00	-13,804.10	28.6%
121-231 • Workers Comp	252.10	1,568.00	-1,315.90	16.1%
121-240 • Health Insurance	7,731.03	79,201.00	-71,469.97	9.8%
121-241 • OR-PFL	273.43	1,011.00	-737.57	27.0%
121-310 • Instruction Services		10,500.00	-10,500.00	
121-355 • Printing	350.34	2,000.00	-1,649.66	17.5%
121-399 • Purchased Services	4,693.50	8,000.00	-3,306.50	58.7%
121-410 • Consumables	4,281.12	6,000.00	-1,718.88	71.4%
121-420 • Textbooks	4,042.82	5,000.00	-957.18	80.9%
121-460 • Non-consumable		6,000.00	-6,000.00	
121-470 • Computer Software	400.20	500.00	-99.80	80.0%
121-480 • Computer Hardware	758.98	2,000.00	-1,241.02	37.9%
Total 1121 • Middle Programs 6-8	112,924.96	485,342.00	-372,417.04	23.3%
Total 1100 • Regular Programs	363,322.05	1,423,407.00	-1,060,084.95	25.5%
1250 • Special Programs				
125-111 • Certified Salaries	11,700.66	62,204.00	-50,503.34	18.8%
125-112 • Classified Salaries	23,287.23	106,797.00	-83,509.77	21.8%
125-211 • PERS Employer	13,100.51	42,250.00	-29,149.49	31.0%
125-212 • PERS-EPPT	3,140.35	10,140.00	-6,999.65	31.0%
125-220 • Social Security	2,423.47	12,929.00	-10,505.53	18.7%
125-231 • Workers Comp	149.59	1,048.00	-898.41	14.3%
125-240 • Health Insurance	3,600.00	28,800.00	-25,200.00	12.5%
125-241 • OR-PFL	192.21	676.00	-483.79	28.4%
125-390 • General Professional/Tech		100,000.00	-100,000.00	
Total 1250 • Special Programs	58,478.41	364,844.00	-306,365.59	16.0%
1270 • Title I				



11/04/24

Accrual Basis

Luckiamute Valley Charter Schools  
Profit & Loss Budget vs. Actual\_General Funds  
July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
127-111 · Licensed Salaries	15,542.16	64,853.00	-49,310.84	24.0%
127-211 · PERS	4,666.03	18,159.00	-13,492.97	25.7%
127-212 · PERS-EPPT	1,004.52	3,891.00	-2,886.48	25.8%
127-220 · Social Security	1,619.83	4,961.00	-3,341.17	32.7%
127-231 · Worker's Comp	60.86	402.00	-341.14	15.1%
127-240 · Health Insurance	1,200.00	13,200.00	-12,000.00	9.1%
127-241 · OR-Paid Family Leave	57.36	259.00	-201.64	22.1%
Total 1270 · Title I	24,317.63	105,725.00	-81,407.37	23.0%
Total 1000 · 1000-INSTRUCTION	446,118.09	1,893,976.00	-1,447,857.91	23.6%
2000 · SUPPORT SERVICES				
2220 · Library/Media Center				
222-430 · Library Books	1,081.64	500.00	-500.00	56.9%
222-450 · Periodicals		1,900.00	-818.36	
Total 2220 · Library/Media Center	1,081.64	2,400.00	-1,318.36	45.1%
2230 · Assessment and Testing				
223-312 · Testing Services	5,147.50	10,000.00	-4,852.50	51.5%
Total 2230 · Assessment and Testing	5,147.50	10,000.00	-4,852.50	51.5%
2240 · Instructional Staff Development				
224-312 · Instruction Improvement Service	3,699.00	15,000.00	-11,301.00	24.7%
224-341 · Travel	984.65	1,500.00	-515.35	65.6%
224-410 · Supplies		4,000.00	-4,000.00	
Total 2240 · Instructional Staff Development	4,683.65	20,500.00	-15,816.35	22.8%
2310 · School Board				
231-300 · Purchased Services		4,000.00	-4,000.00	
231-354 · Advertisement		600.00	-600.00	
231-382 · Legal Services		3,000.00	-3,000.00	
231-410 · Consumables	1,809.93	2,000.00	-190.07	90.5%
231-640 · Dues and Fees	2,295.00	4,800.00	-2,505.00	47.8%
231-651 · Liability Insurance	32,522.00	32,522.00		100.0%

11/04/24

Accrual Basis

# Luckiamute Valley Charter Schools

## Profit & Loss Budget vs. Actual\_General Funds

July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
Total 2310 · School Board	38,591.99	46,922.00	-8,330.01	82.2%
2410 · School Administration				
241-112 · Confidential Salaries	22,975.86	70,233.00	-47,257.14	32.7%
241-113 · Administrator salaries	49,299.98	179,800.00	-130,500.02	27.4%
241-131 · Extra Duty Salary	20,966.66	15,000.00	5,966.66	139.8%
241-211 · PERS-Employer	16,508.84	69,558.00	-53,049.16	23.7%
241-212 · PERS-EPPT	1,248.33	16,694.00	-15,445.67	7.5%
241-220 · Social Security	7,214.43	21,285.00	-14,070.57	33.9%
241-231 · Workers Comp	253.70	1,725.00	-1,471.30	14.7%
241-240 · Health Insurance	5,500.00	28,200.00	-22,700.00	19.5%
241-241 · OR-PFL	263.75	1,060.13	-796.38	24.9%
241-340 · Travel	407.67	14,800.00	-14,392.33	2.8%
241-351 · Telephone	1,104.33	2,400.00	-1,295.67	46.0%
241-353 · Postage	161.80	1,000.00	-838.20	16.2%
241-390 · Professional Development	2,368.38	1,000.00	1,368.38	236.8%
241-410 · Consumables	589.69	4,000.00	-3,410.31	14.7%
241-460 · Non-Consumables		3,000.00	-3,000.00	
241-480 · Computer Hardware		1,000.00	-1,000.00	
241-640 · Dues and Fees	780.07	2,500.00	-1,719.93	31.2%
Total 2410 · School Administration	130,866.77	433,255.13	-302,388.36	30.2%
2500 · Support services-business				
2520 · Fiscal services				
252-114 · Managerial Classified	31,666.68	95,000.00	-63,333.32	33.3%
252-211 · PERS - Company	8,490.10	25,550.00	-17,059.90	33.2%
252-212 · PERS EPPT	2,035.18	6,132.00	-4,096.82	33.2%
252-220 · Social Security	2,583.62	7,818.00	-5,234.38	33.0%
252-231 · Workers Comp	96.42	634.00	-537.58	15.2%
252-232 · Unemployment		30,000.00	-30,000.00	
252-240 · Health-Employer	2,253.04	7,200.00	-4,946.96	31.3%
252-241 · OR-PFL	139.37	380.00	-240.63	36.7%
252-380 · Payroll and Accounting Servi...		3,000.00	-3,000.00	
252-381 · Audit Services	4,500.00	8,500.00	-4,000.00	52.9%
252-410 · Supplies	139.87	500.00	-360.13	28.0%
252-470 · Software	2,312.11	10,000.00	-7,687.89	23.1%

11/04/24

Accrual Basis

Luckiamute Valley Charter Schools  
Profit & Loss Budget vs. Actual\_General Funds  
July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
252-480 · Computer Hardware		250.00	-250.00	
252-640 · Dues and Fees	75.00	1,800.00	-1,725.00	4.2%
252-690 · Grant Indirect Charges		166,361.00	-166,361.00	
Total 2520 · Fiscal services	54,291.39	363,125.00	-308,833.61	15.0%
2540 · Plant services				
254-112 · Classified Salaries	12,661.52	40,596.00	-27,934.48	31.2%
254-211 · PERS-Company	1,780.00	10,149.00	-8,369.00	17.5%
254-212 · PERS-EPPT	426.69	2,436.00	-2,009.31	17.5%
254-220 · Social Security	968.61	3,106.00	-2,137.39	31.2%
254-231 · Worker's Comp	37.60	252.00	-214.40	14.9%
254-241 · OR-PFL	50.64	162.00	-111.36	31.3%
254-322 · Repairs and Maintenance	17,871.61	35,000.00	-17,128.39	51.1%
254-324 · Rental	2,548.00	7,500.00	-4,952.00	34.0%
254-325 · Electricity	3,889.22	19,000.00	-15,110.78	20.5%
254-326 · Fuel		1,000.00	-1,000.00	
254-327 · Water	1,037.61	5,000.00	-3,962.39	20.8%
254-328 · Garbage	1,866.56	5,400.00	-3,533.44	34.6%
254-329 · Other property services	2,813.00	15,000.00	-12,187.00	18.8%
254-351 · Telephone		7,000.00	-7,000.00	
254-410 · Supplies	1,365.59	15,000.00	-13,634.41	9.1%
254-460 · Non-consumables	139.30	10,000.00	-9,860.70	1.4%
254-520 · Major Building Improvements	9,371.51	22,000.00	-12,628.49	42.6%
254-530 · Improvements Other	3,256.96	5,000.00	-1,743.04	65.1%
254-541 · Equipment	4,697.43	5,000.00	-302.57	93.9%
Total 2540 · Plant services	66,198.51	208,601.00	-142,402.49	31.7%
2550 · Transportation				
255-331 · Transportation	10,677.17	60,000.00	-49,322.83	17.8%
Total 2550 · Transportation	10,677.17	60,000.00	-49,322.83	17.8%
Total 2500 · Support services-business	131,167.07	631,726.00	-500,558.93	20.8%
2660 · Technology Services				
266-112 · Classified Salaries	6,000.00	18,000.00	-12,000.00	33.3%

11/04/24

Accrual Basis

Luckiamute Valley Charter Schools  
Profit & Loss Budget vs. Actual\_General Funds  
July through October 2024

	Jul - Oct 24	Budget	\$ Over Budget	% of Budget
266-211 · PERS Employer		4,500.00	-4,500.00	
266-212 · PERS-Pick-Up		1,080.00	-1,080.00	
266-220 · Social Security	562.77	1,377.00	-814.23	40.9%
266-241 · OR-PFL		72.00	-72.00	
266-361 · Service Area Direction		1,000.00	-1,000.00	
Total 2660 · Technology Services	6,579.64	26,029.00	-19,449.36	25.3%
Total 2000 · SUPPORT SERVICES	340,129.94	1,170,832.13	-830,702.19	29.1%
4000 · FACILITIES ACQUISITION & CONSTR				
4150 · Building Acq, const, impr. Ser		27,000.00	-27,000.00	
415-520 · Building Improvements		10,000.00	-7,400.00	26.0%
415-530 · Improvements-Other	2,600.00			
Total 4150 · Building Acq, const, impr. Ser	2,600.00	37,000.00	-34,400.00	7.0%
Total 4000 · FACILITIES ACQUISITION & CONS...	2,600.00	37,000.00	-34,400.00	7.0%
Total Expense	825,472.98	3,101,808.13	-2,276,335.15	26.6%
Net Ordinary Income	369,735.08	14,255.87	355,479.21	2,593.6%
Net Income	369,735.08	14,255.87	355,479.21	2,593.6%

## Dallas Community School

### Financial Report - Q1, July 2024 to September 2024

Bank Balances as of:	JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024
Umpqua Bank Balance	\$574,666.03	\$965,586.13	\$936,080.91	\$0.00	\$0.00	\$0.00
Live Oak Bank CD	\$204,667.75	\$205,550.84	\$206,409.07	\$0.00	\$0.00	\$0.00

Bank Balances as of:	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025
Umpqua Bank Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Live Oak Bank CD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Revenue/Resources	JUL 2024	AUG 2024	SEP 2024	Actual YTD	Budget YTD	Annual Budget	% Over
State School Funding	\$381,849.34	\$190,924.67	\$190,924.67	\$763,698.68	\$601,319.55	\$2,405,278.20	127.00%
Interest Income	\$879.30	\$883.09	\$858.23	-	-	-	-%
Restricted Grants	\$0.00	\$0.00	\$5,061.66	-	-	-	-%
Misc. Income	\$0.00	\$0.00	\$3,484.12	-	-	-	-%
<b>Total Revenue</b>	<b>\$382,728.64</b>	<b>\$191,807.76</b>	<b>\$200,328.68</b>				

General Fund - Expenditures by Object Code							
	JUL 2024	AUG 2024	SEP 2024	Actual YTD	Budget YTD	Annual Budget	BVA%
100 Salaries	\$75,104.49	\$83,265.60	\$86,658.56	\$243,205.25	\$797,996.15	\$1,041,201.40	23.36%
200 Associated Payroll	\$14,505.91	\$64,202.33	\$43,402.30	\$129,996.57	\$442,274.99	\$572,271.56	22.72%
300 Services	\$30,515.37	\$38,684.88	\$20,982.32	\$116,533.09	\$346,365.41	\$462,898.50	25.17%
400 Supplies and Materials	\$4,475.00	\$6,240.78	\$8,879.76	\$21,447.03	\$63,552.97	\$85,000.00	25.23%
411 K-8 Allotments	\$0.00	\$636.00	\$12,163.50	\$11,527.50	\$138,472.50	\$150,000.00	7.69%
500 Equipment/Facility	\$5,089.00	\$0.00	\$0.00	\$5,089.00	\$11,911.00	\$17,000.00	29.94%
600 Dues & Fees	\$24,803.50	\$722.49	\$2,402.49	\$32,523.97	\$15,476.03	\$48,000.00	67.76%
<b>Total Expenditures</b>	<b>\$154,493.27</b>	<b>\$193,752.08</b>	<b>\$174,488.93</b>	<b>\$560,322.41</b>	<b>\$1,816,049.05</b>	<b>\$2,376,371.46</b>	

SIA - Expenditures by Object Code							
	JUL 2024	AUG 2024	SEP 2024	Actual YTD	Budget YTD	Annual Budget	BVA%
100 Salaries	\$0.00	\$4,823.40	\$13,566.40	\$18,389.80	\$89,538.11	\$107,927.91	17.04%
200 Associated Payroll	\$717.44	\$717.44	\$931.08	\$1,648.52	\$40,609.83	\$42,258.35	3.90%
300 Services	\$0.00	\$6,040.86	\$0.00	\$6,040.86	\$22,959.14	\$29,000.00	20.83%
400 Supplies and Materials	\$0.00	\$0.00	\$1,048.00	\$1,048.00	\$2,252.00	\$3,300.00	31.76%
411 K-8 Allotments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
500 Equipment/Facility	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
600 Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total Expenditures</b>	<b>\$717.44</b>	<b>\$11,581.70</b>	<b>\$15,545.48</b>	<b>\$27,127.18</b>	<b>\$155,359.08</b>	<b>\$182,486.26</b>	

### Notes from the Business Office

#### Revenue Highlights:

- This month, we received our regular state pass-through payment of \$190,924.67, along with the final SIA reimbursement of \$5,016.66 (under Restricted Grants), marking the close of the 2023-24 grant year. This reimbursement funded our new security system. Additionally, we received an insurance payment of \$3,484.12 (listed under Misc. Income) for the STEAM Machine break-in over the summer. These funds are earmarked for replacing the stolen merchandise. Due to recent changes in revenue, as discussed in prior board meetings, we'd like to present a revised budget for approval at the December meeting.

#### Expenditures Highlights:

- Expenditures for object codes 100, 200, 300, and 400, covering salaries, payroll-related costs, services, supplies, and materials, are currently tracking as expected, staying within 23-25% of the annual budget. We anticipate 411-K-8 allotments to continue to increase this winter. In contrast, object codes 500 and 600 reflect higher expenses in line with larger upfront payments typical at the start of the fiscal year. Overall, our financial position demonstrates our expenditures are aligned to meet budgetary goals.

#### Restricted Grant Highlights:

- I'm enhancing this section for next month based on recent work with ODE to refine our Outcomes and Strategies for the Integrated Grant Program. Aligning our reporting structure with ODE standards will improve accuracy and increase efficiency. We'll present the updated budget and reporting system at the December meeting.

**Luckiamute Valley Charter School**  
**Board Meeting Agenda**  
September 25, 2024  
Pedee Campus, 6:30 PM

1. Approval of agenda
2. Consent agenda, minutes from August 21, 2024
3. Announcements: Next board meeting will be October 16, 2024
5. Reports/discussions
  - 5.1 Director's report
  - 5.2 Student Enrollment
  - 5.3 Set Training Date for Board Computers
  - 5.4 Financial reports
    - Financial Action Items
      - Salary Scale Revision
      - Accountable Plan
      - Benefits Language for Handbook
      - Resolution 240925-1 \_Curriculum
      - Resolution 240925-2 \_ Salary and Benefits
6. Adjourn



# LUCKIAMUTE VALLEY CHARTER SCHOOLS

## BOARD MINUTES

September 25, 2024

### PEDEE CAMPUS

**CALL TO ORDER** At 6:42 by Vicki Avery.

**BOARD MEMBERS PRESENT:** Vicki Avery, Matt Beasley, Kendall Cates, Greg Oldham, Portia Perkins, Fred Weisensee.

**STAFF MEMBERS PRESENT:** Christy Wilkins, Daniel Shimek, Christine Caponi

**BOARD SECRETARY:** Donna Santa Maria

**Public in Attendance:** none

**1.APPROVAL OF AGENDA-** Matt motioned for approval of agenda and Fred seconded. All in favor.

#### **2.CONSENT AGENDA**

**2.1 – August 21, 2024, Board Minutes approved.** Greg made a motion to approve, and Fred seconded. No discussions. All in favor.

#### **3. ANNOUNCEMENTS**

**3.1 Next Board Meeting-** October 16, 2024, at Bridgeport Campus. 6:30pm.

#### **4. PUBLIC COMMENTS-** None

#### **5. REPORTS-**

##### **5.1 Directors Report- Christy Wilkins.**

- **School Opening-** August 26-29 was staff only and included trainings and presentations. Both campuses opened for students on Tuesday September 3<sup>rd</sup>.
- **Facilities Report- Bridgeport Campus.**

Garden Classroom- The garden classroom is almost finished. It should be able to be used as a classroom in October.

Kitchen/Storage Expansion- is completed. There is more room in the storage, kitchen and even a small office. The cafeteria has more space, and the kitchen staff can work with more efficiently due to better organization.

Main Building- In planning to replace the rooftop units for the building, Home Comfort will be sending Bridgeport bids to include options, prices and a phased plan to change out the units.

## **Pedee-**

Greenhouse-The greenhouse at Pedee is completed and ready for use.

Math- Andrew Russo is teaching all grades in Math and an Algebra class as well. He is working with Bridgeport teachers to create alignment for the success of students as they come up in grade level.

Gardening- Lua Siegel spent a week at a conference and training hosted by the USDA in Omaha, Nebraska. She was able to network and converse with people from all over the country.

Geography- Jerry McGuffee had the annual 7<sup>th</sup> grade Oregon field trip to Fort Stevens. Parents chaperoning and the students had a wonderful learning experience.

Goals for the year- Fred would like to have the goals for next year begin discussions. This will be put on the agenda for the October board meeting.

**5.2 Student Enrollment-** As of September 25, 2024, LVCS has 224 students enrolled. There was discussion regarding increasing the Pedee enrollment to 27 students per grade, Kindergarten to 22 and First grade to 23. Administration will watch how the number of students affects the teachers and budget before making any decisions.

**5.3. Training Date for Board Members-** It was decided that if training was needed for new computers, Paul's offer to teach individually was the best route.

**5.4 Financial Reports- Christine Caponi-** The Profit and Loss, Cash on Hand and Transaction Report were all viewed and briefly discussed.

### **Action Items:**

- Salary Scale Revision- Retro to September. The Board approved the addition of the specialty scale for the 24-25 school year. Motion was made to approve by Matt and seconded by Greg. All in favor.
- Accountable Plan-A motion was made to approve the plan as presented by Matt. Greg seconded. All in favor. No further discussion.
- Benefits Language for Handbook- Benefits language regarding insurance and related contributions for both licensed and classified staff was defined for the 24-25 school year. Motion to approve was made by Fred and seconded by Portia. All in favor.
- Resolution 240925-1\_Curriculum- Kendall made a motion to approve additional funds. Fred seconded the motion. All in favor.
- Resolution 240925\_2- For Salary and Benefits-Greg made a motion to approve additional funds. Fred seconded the motion. Matt abstained due to conflict of interest, all others in favor.

**6. Adjourn-** Meeting was adjourned by Vicky Avery at 8:35pm.

**Mission Statement:**

Through our E3 model at Dallas Community School, we **ENGAGE** students by fostering curiosity, **EMPOWER** them through meaningful, real-world learning experiences, and **EQUIP** them with the skills needed to make a positive impact in their communities.

## Community Innovation Partners Dallas Community School Agenda November 7, 2024

**In Person**

689 Main St.  
Dallas, OR 97338

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87471057418?pwd=SDdHT2dRZEFUZEEdXTGZ5bGY0dkJvdz09>

1. 5:30 PM: Board Meeting Call to Order
2. Consent Agenda:
  - a. November 7, 2024 Agenda
  - b. October 3, 2024 Minutes
3. Review Agreements:
  - a. DCS Board Member Code of Conduct
4. Public Comment:
5. Treasurer's Report - Brian McCoy/Erin Miller
  - a. September 2024 Financials
6. Director Report - Andy Johnson
  - a. Enrollment
  - b. Facilities/Lending Update
  - c. Strategic Plan Development
  - d. Staff Update
  - e. Calendar Review - NOV, DEC, JAN
7. Board Discussion and Action:
  - a. Community 101
  - b. ASPIRE Grant
  - c. Updated DCHS Calendar
8. Adjourn

Next Meeting: December 5, 2024 @ 5:30 PM

## Board Meeting Minutes for Thursday, October 3, 2024 @ 5:30 p.m.

PLEASE NOTE: IN PERSON & ON VIDEO CONFERENCE

**Date:** October 3, 2024  
**Location:** 689 Main St., Dallas, OR 97338

### In Attendance

**President:** Wendy Sparks  
**Vice President:** Erin Miller  
**Secretary:** Heather Irwin  
**Treasurer:** Brian McCoy  
**Board Members:** Jessica Mackey (Zoom), Doug Akin-Absent  
**Staff:** Andy Johnson, Dawn Adams (Zoom)  
**Visitors:** N/A

**Mission Statement:** Through our **E3** model at Dallas Community School, we **ENGAGE** students by fostering curiosity, **EMPOWER** them through meaningful, real-world learning experiences, and **EQUIP** them with the skills needed to make a positive impact in their communities.

1. **Call to order:** 5:30 PM
2. **Consent Agenda:** After approving the consent agenda (motioned by Erin M., seconded by Jess M., and passed unanimously), it was necessary to address the renewal of the board president's term. Jess M. moved to amend the agenda to include the nomination for the board president position, and Erin M. seconded the motion. The amendment passed. Erin M. then motioned to appoint Wendy S. for another two-year term as board president, with Jess M. seconding. The motion passed unanimously.
  - a. October 3, 2024 Agenda
  - b. September 5, 2024 Minutes
3. **Review Agreements:**
  - a. **DCS Board Member Code of Conduct:** Wendy S. reviewed the DCS Board Member Code of Conduct.
4. **Public Comment:** No comment.
5. **Treasurer's Report:**
  - a. **Financials - Brian M.:** Brian M. provided a summary of the financials. A question was raised regarding the status of investment strategies, to which it was noted that further discussion will take place once the loan process is completed for the expansion of the high school. It was also agreed to provide Brian M. with a

ThinkPad to support his work as treasurer. We'll have one available to him by the next meeting.

## 6. Director Report - Andy Johnson

- a. **Enrollment:** Andy J. provided an update on student enrollment, noting that it remains steady with no significant changes. He highlighted plans to expand marketing efforts and execute new ideas this year to drive growth.

Audrey M. has coordinated the school's participation in several community events, and a Zoom information night is scheduled for October 22 to provide a more convenient option for prospective families. Kenzie J. will be taking on social media responsibilities, with clear benchmarks set for her performance. The new website currently being worked on, and all communications will emphasize limited space and include an "Enroll Now" call to action. With these proactive steps in place, we're confident in continuing to attract and retain students.

Brian M. inquired about data on families who have left. Andy explained that while families leave for various reasons, specific feedback is often limited. To better understand reasons for attrition, Andy J. is currently working on sending exit interviews to a sample of families who have left.

Brian M. also emphasized the importance of promoting athletics more effectively and suggested adding a dedicated sports page with resources for families on the website. Heather I. expressed interest in speaking with the athletic director at DHS to explore additional opportunities for DCS students and expand our partnership with DHS to benefit students community-wide.

- b. **Facilities/Lending Update:** Andy J. reported that we are in the final stages of securing lending, with the appraisal nearing completion. We're very close to wrapping up, and the first bill is due by October 26, when we expect to make our initial payment. Construction is ahead of schedule, and Blue Spruce has been exceptional throughout the process. Rich, our contact at Blue Spruce, has been especially supportive.

As we move forward, there is a need to get signage up at the site. Andy J. mentioned that one of our parents specializes in signage, and he will look into it. Brian M. will provide Andy J. with a contact for further support. Additionally, Heather I. is preparing a press release to address the community's curiosity about the developments at the "old" Wells Fargo building. DCHS to open in January of 2025!

- c. **Staff Update:** Andy J. announced the successful hiring of our first-ever maintenance facility technician, Andrew K., who has already made a significant impact. He has implemented a work order process for staff and is providing an unprecedented level of support. Andrew is a valuable addition to the team, and

his contributions are highly appreciated.

- d. **Policy Update Plan:** This was completed in section 7b of the Board Discussion and Action.
- e. **Calendar Review:** (OCT, NOV, DEC) Andy J. reviewed the calendar and highlighted several upcoming events, including Trunk or Treat, where the Steam Machine will be featured. He also mentioned an initiative to support our new families by pairing them with longstanding families who can mentor them through the onboarding process. Tomorrow's in-service will focus on the Cognia accreditation process. Additionally, Andy noted the Building Block Luncheon on the 17th, where he will accompany students to help them learn about the program and network with community leaders.

After his review, Andy opened the floor for questions. Brian M. inquired about club activities, and Andy J. shared that high school students are in the process of planning some clubs, while Audrey M. is working on additional initiatives for the K-8 program. They also discussed the lack of sign-ups for Kempo and Harvest CrossFit, noting that the busy fall season has made it challenging for families to commit, and there seems to be more interest in those activities during the winter months.

## 7. Board Discussion and Action:

- a. **Oregon State Credit Union - New Membership:** The board discussed joining Oregon State Credit Union. Wendy S. motioned to become members, and Brian M. seconded the motion. The motion was unanimously passed.

Additionally, the board addressed the appointment of Erin M. and Brian M. as authorized signers for the account. Heather I., as the business manager, will require access to the account but will not have signing authority. Wendy motioned to approve the signers, and Brian M. seconded the motion. The motion was unanimously passed.

- b. **Policy Updates:** Wendy S. emphasized the need to make a decision and expressed support for proceeding with the staff's recommendations. She then opened the floor for questions, but none were raised. Brian M. motioned to adopt the policies presented, and Jess M. seconded the motion. The motion was approved.
- c. **Change June 5th Board Mtg. Date:** The board decided to move the June 5, 2025 Board of Directors meeting to June 3, 2025 due to the DCHS graduation. Wendy S. motioned for the change, and Brian M. seconded the motion. The motion was passed.

**8. Adjourn:** *6:42 PM*

**Next meeting:** Thursday, November 7, 2024 @ 5:30 PM



**Minutes**  
**Citizens Oversight Committee**  
**November 5, 2024**  
**LaCreole Middle School, Library**  
**5:30 pm**

**Present:** Jerry Boudreaux, Bob Archer, Steve Spencer, Sean Johnson, Gary Suderman, Marlene Gillis, Lee Schlenker, Jen Reinhart, Natalie Castillo

- Guest – Greg Hiebert

**1.0 Welcome** - Meeting called to order at 5:30 p.m.

1.1 – Tour of the completed construction at LaCreole Middle School

- Jen stated that she feels safer going to work in the morning because of the vestibule and the work that has been done on LaCreole.

**2.0 Approval of Minutes –**

- The approval of the minutes from the September 10, 2024, meeting was tabled until the next meeting due to not enough voting members for a quorum.

**3.0 Financial Update**

- The LaCreole project came in under budget.
- The District Office/Morrison projects came in under budget.
- We will also have money coming back from the elementary schools because of deferring projects.
- Emerick was not paying their subs in a timely manner, the district paid over \$600,000 to the subs that were necessary to get school open. We will do a deduct on the Emerick billings to recuperate what was paid to their sub-contractors.
- Jerry asked if the minutes could reflect the committee's thankfulness for the hard work that Bob, Natalie, Sean, and others in the district have done to handle the HMK departure and the Emerick disfunction.

**4.0 Old Business**

- None currently

## 5.0 New Business

### 5.1 – Project Update –

- DHS – We are waiting on the licensing of one door and there are still some minor punch list items to be completed.
- Lyle – Innova has about 4-6 weeks of work to complete. We had planned to update the fire alarm system in the building in the future, but the city is requiring us to do that at this time. Innova is finishing the card readers, cameras, intercom, and fire alarm.
- LMS – There are a couple of small punch list items that need to be completed.
- DO/Morrison – There are a couple of minor aesthetic things to be completed.

### 5.2 – Upcoming Bond Work – Handed out “Project List” – the list is not prioritized, and budget numbers will be added. It will be updated to a living document that will be updated and forever changing.

- DHS Sidewalk replacement along Holman Ave – DSD is working with the City of Dallas on this. The tree roots have affected the street and sidewalk to the point that the trees need to be removed. Holman Ave is on the city’s project list for repaving next summer, so we are trying to coordinate with them on this project.
- Replace portions of the metal siding around DHS.
- Working with DHS Athletics regarding what they want to do with the current concession stand. We will continue with the paving project that started earlier this year, all the way over to the stadium.
- The rigging and lighting at Bollman Theatre are both in need of replacement. We are currently working with Energy Trust of Oregon (ETO) to try to get the lighting portion covered by rebates and incentives. Rigging is a project that must be done, it is a compliance issue at this point.
- Existing CTE building – It should go out for bid in February or March. The space will remain flexible so that it can be used as necessary for the districts’ changing needs. We will need to send out a new RFP and a new contractor will need to be found to complete the work. Construction Manager/General Contractor (CMGC) will not be used, we are going to go use a hard bid. Using a CMGC did not save the district money between scheduling conflicts and change orders with the last few CMGC projects that were completed.
- HVAC is an ongoing project district wide; every building will be impacted.

- DHS is going to get LED lighting upgrades, the project was approved through ETO, we are waiting on the final paperwork. The projects that the district has worked on with ETO have come in at 100% covered and we made money on the Oakdale project. DHS lighting project will be contracted out, it is too big of a project for the district to take on.
- We are waiting for pricing for the athletic entrance vestibule at DHS.
- Bob is meeting with fencing contractors for fencing at DHS later in the month to get quotes to be able to present to the committee.
- LMS – the locker room and restrooms will be finished from the seismic upgrade. Need to be 100% sure of the plumbing before covering it up and finishing the walls and ceiling.
- A small amount of roofing at Whitworth and metal roofing at DHS around the athletic area needs to be completed. Once that is done at the high school, that roof will be 100% completed.
- There are smaller building envelope issues that need to be taken care of, such as siding on the District Office/Morrison and roofing on the modulars and Post High.

**6.0 Public Input – N/A**

**7.0 Next Meeting – January 7, 2025, 5:30 PM, District Office Boardroom**

- Jerry will not be able to attend the January meeting.

**8.0 Adjourn - Motion made by Gary; motion seconded by Lee. The meeting adjourned at 6:50 p.m.**

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**Committee Chair**

**Jerry Boudreaux**

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**Date**

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**Committee Secretary**

**Natalie Castillo**

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**Date**

## **Dallas School District Equity Advisory Committee**

November 7, 2024, 5:00-6:00 pm Lyle Elementary School

### **Meeting Minutes**

#### **Call to order: 5pm**

**Members in attendance:** Todd Baughman, Steve Spencer, JulieAnn Lindemann, Ethan Fetterly, Amber May, Jeanette Baxter, Dawn Rocak, Janet Kintner. Special guest: Stacey Straight

**Members excused:** Natalie Beck Boyechko, Tyler Ferrari, Bill Masei, Slade Thackeray, Margaret McGrady, Miranda Long, Benjamin Jenkins

**Reviewed/Corrected Minutes from last meeting:** Meeting minutes from October 3, 2024 corrected and approved.

**Officer Reports:** None

**Committee Reports:** None

#### **Old Business:**

Youth Truth Survey (spring 2024) was passed out to committee members to review. New Survey is currently being taken by students. There was lots of discussion about the accuracy, validity and potential bias of the survey. Members were questioning if this survey is the best tool for collecting accurate and helpful data.

- Middle school and high school students couldn't log on or complete the survey. What effect does this have on the overall data?
- Only highly motivated students and good readers are engaged and completing the survey. Is data from English language learners and Special Education students included in the survey? Do they get assistance in completing the survey?
- Marginalized students feeling singled out: Is this survey really anonymous? Students can be easily identified in a small school district when asked about race or ethnicity on the survey which may make them hesitant to answer questions honestly.

There was a suggestion that the district use data from the Student Health Survey to gain student feedback in conjunction with the Youth Truth Survey.

**Committee Function:** There was some discussion in regard to creating a strong and cohesive equity committee. Members of this committee need to become a supportive, connected, functional, and educated group prior to making recommendations. This would require training and establishing clear rules of engagement. Steve stated that we are ahead of the game by a year and that we will work hard to bring people together. He will visit with other school districts

to gain valuable information on how other equity committees are functioning and share what he has learned with our committee.

**Committee Name Placards:** All Dallas School District committee members have name placards. On the back of each placard is an equity lens. This equity lens is the Oregon Equity Lens from ODE.

**New Business: Lyle equity walk: Postponed until further notice**

Meeting adjourned 6:07 pm  
Next Meeting December 5, 2024