



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 Oakdale Heights Elementary School – 2:45 p.m.

Board Meeting at District Office – 3:45 p.m.

January 13, 2025

<https://dsd2-org.zoom.us/j/84855147461>

Work Session with Oakdale Elementary School

- **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 | Open Request For Qualifications/Invitation To Bid Public Hearing | |
| 3.1 | Findings | 634 |
| 4.0 | Public Comment on Public Hearing | |
| 5.0 | Close Request For Qualifications/Invitation To Bid Hearing | |
| 6.0 | Resolution #24-25-04 To Approve Findings for the Remodel Modernization Projects Two Step Request For Qualifications/Invitation To Bid Alternative Contracting Method (Board Action) | 641 |
| 7.0 | Good News | |
| 7.1 | MAPS Credit Union donated 10 food boxes to Lyle families and Family Life Church provided gifts for 35 students over the holidays. | |
| 8.0 | Student Report – Annie Edmiston | |
| 9.0 | Public Comment | |
| 10.0 | Announcements | |
| 10.1 | January Calendar | 642 |
| 10.1.1 | Next Board Meeting January 27, 2025 at 6:30 p.m. | |
| 10.1.2 | Citizens Oversight Committee Meeting February 4, 2025 at 5:30 p.m. | |
| 10.1.3 | District Equity Advisory Committee Meeting February 6, 2025 at 5:00 p.m. | |
| 10.1.4 | Finance Committee Meeting January 16, 2025 at 5:30 p.m. | |
| 11.0 | Consent Agenda | |
| 11.1 | Approval of the December 9, 2024 Board Minutes | 643 |
| 11.2 | Staffing Report | 645 |

11.3	Budget Calendar	646
12.0	Financial Report – Tami Montague	647
13.0	Policies First Read	
13.1	JEC – Admissions	651
14.0	Administrative Rules (Information Only)	
14.1	JGAB-AR – Use of Restraint and Seclusion	653
15.0	Reports	
15.1	Enrollment Report	656
15.2	Charter School Enrollment Reports	658
15.3	Charter School Financial Reports	660
15.4	Charter School Minutes and Agendas	677
16.0	Discussion Item	
16.1	Oregon Law	
16.2	Superintendent 360 Evaluation Process	
17.0	Adjourn	



Public Participation in Board Meetings

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

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

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

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

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

Steve Spencer, Superintendent

Rachel Alpert, Assistant Superintendent

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

- 3) If you wish to address the Board in hard copy or email please submit to Juli Lichtenberger, Executive Assistant to the Superintendent and Board, at juli.lichtenberger@dsd2.org 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



REQUEST TO CONSIDER AN ALTERNATIVE CONTRACT METHOD TWO STEP PROCURRMENT REQUEST FOR QUALIFICATIONS / INVITATION TO BID

Background on the Request for an Alternative Contracting Method

The Dallas School Board, acting as the local contract review board, is being asked to consider an exemption from the standard public bidding process. The request is to use a two-step procurement process called Request for Qualifications | Invitation to Bid (RFQ|ITB).

Oregon law (ORS 279C) outlines the process public agencies must follow for public improvement contracts, requiring contracts to be awarded to the lowest responsive bidder. While this approach can work well for some projects, it has significant limitations. The law does not provide a way to confirm if the lowest bidder is truly qualified to handle the complexity of a project. Without a qualification process, there is a risk of selecting a contractor who might not be the best fit for the job.

To address this concern, we are recommending the RFQ|ITB process, which allows the District to pre-qualify contractors before bidding. This approach ensures that only experienced, capable contractors are considered for the project, while still maintaining a competitive bidding process.

How the RFQ|ITB Process Works

1. Step 1: Request for Qualifications (RFQ)

The District will publicly advertise a Request for Qualifications. Contractors interested in the project will submit their qualifications, which will include details about their experience with public construction, their team's capabilities, and their capacity to take on the project. A selection committee will review and score the submissions, choosing the top four most qualified contractors.

2. Step 2: Invitation to Bid (ITB)

Once the four contractors have been pre-qualified, they will be invited to submit bids for the project. The bidding documents will be publicly advertised, specifying the date and time for bid submission. These documents will also be shared with regional plan centers—organizations that distribute bidding documents to subcontractors and suppliers—ensuring a fair and transparent process.

On the bid date, the bids from the pre-qualified contractors will be publicly opened and read aloud. The contract will then be recommended for award to the lowest bidder among the pre-qualified contractors.

Why This Process is Beneficial

HMK Company has successfully implemented the RFQ|ITB process on numerous projects, and the results have consistently been positive. This method has ensured that contracts are awarded to highly qualified contractors, all of whom have successfully completed their projects on time and within budget.

Recommended Motion

"I, [Board Member's Name], move to accept the findings of fact for the two-step alternative contracting method RFQ|ITB as presented."



DALLAS SCHOOL DISTRICT
CAPITAL BOND PROJECTS
FINDINGS OF FACT
EXHIBIT A

**NOTICE OF PUBLIC HEARING
DALLAS SCHOOL DISTRICT
REQUEST FOR QUALIFICATIONS | INVITATION TO BID**

On January 13, 2025, at 2:45 PM the **Dallas School District School Board** will hold a public hearing at the Oakdale Elementary School, 1375 SW Maple Avenue, Dallas, Oregon 97338, and sit as the contract review board to consider the request of the for an exemption from the competitive bidding requirements of ORS 279C.335(1), pursuant to ORS 279C.335(2), to engage in the alternate contracting method, Request for Qualifications | Invitation to Bid form of delivery for a class of construction projects consisting of projects to complete remodeling and modernization to existing buildings within the District. The public hearing is for the purpose of taking comments on the draft findings for an exemption from the competitive bidding requirement.

Copies of the draft findings are available to be picked up from the following contact:

Dallas School District
Bob Archer, Director of Facilities
111 SW Ash Street
Dallas, Oregon 97338

Published:
Daily Journal of Commerce, Monday, December 30, 2024



DALLAS SCHOOL DISTRICT
REMODEL MODERNIZATION PROJECTS
TWO STEP RFQ | ITB ALTERNATIVE CONTRACTING METHOD
FINDINGS

EXHIBIT B TO BOARD RESOLUTIONS

PROPOSED FINDINGS PURSUANT TO ORS 279C.335 AND OAR 137-049-0610, -0620, -0630, and -0690 BY THE DALLAS SCHOOL DISTRICT MODERNIZATION PROJECTS

On January 13, 2025, the Dallas School District (the "District") submitted a request for exemption from the competitive bidding requirements of ORS Chapter 279C.335(1), pursuant to ORS 279C.335(2), for a class of school construction projects collectively referred to as the Dallas School District Remodel and Modernization Projects. This exemption is sought to allow the District to utilize an alternative contracting method for these Projects. Specifically, the District proposes to implement a Two-Step Request for Qualifications | Invitation to Bid (RFQ|ITB) selection process.

- (a) A **Request for Qualifications (RFQ)** to identify contractors who demonstrate exceptional qualifications based on experience, personnel, and resources to perform the Projects in alignment with the District's requirements; and
- (b) An **Invitation to Bid (ITB)** conducted in accordance with the competitive bidding standards and procedures of the Oregon Public Contracting Code. Participation in the ITB process will be limited to contractors pre-qualified through the RFQ process. The District plans to utilize this single pre-qualification process to identify highly qualified contractors, issuing separate ITBs for each individual Project.
- (c)

The class of projects encompasses construction activities at the locations specified below (each a "Project"). These Projects are classified as Capital Construction, including remodeling, modernization, and additions, as appropriate. The Projects share the common characteristics of being funded through the May 2022 General Obligation Bonds and are described as follows:

- Dallas High School Existing CTE Building Renovation
- La Creole Middle School Gymnasium Addition

Approving exemption of this Class from the competitive bidding requirement of ORS 279C.335 will benefit the District by allowing for utilization of the Two-Step RFQ|ITB procurement process, and the resultant benefits to the District outlined in the below findings.

ORS 279c.335(2)(b)– In approving a finding under this paragraph, the...the local contract review board shall consider the type, cost and amount of the contract...

OAR 137-049-0630 Descriptions. Findings supporting a competitive bidding exemption must describe with specific any Alternative Contracting Method to be used in lieu of competitive bidding, including, but not limited to, whether a one-step (request for Proposals), two-step (beginning with a Request for Qualifications, followed by a Invitation to Bid) or other solicitation process will be utilized. The Findings may also describe anticipated characteristics or features of the resulting Public Improvement Contract. However, the purpose of an exemption from competitive bidding is limited to a determination of the Procurement method. Any unnecessary or incidental descriptions of the specific details of the anticipated Contract within the supporting Findings are not binding upon the Contracting Agency. The parameters of the Public Improvement Contract are those characteristics or specifics that are announced in the Solicitation Document.

The Board is requested to approve the following findings:

The Dallas School Board, having considered the evidence at the public hearing concerning this request, finds:



DALLAS SCHOOL DISTRICT
REMODEL MODERNIZATION PROJECTS
TWO STEP RFQ | ITB ALTERNATIVE CONTRACTING METHOD
FINDINGS

1. The Dallas School District is a local government body organized and existing under the laws of the State of Oregon.
2. The Dallas School Board is the local contract review board for the Dallas School District.

With regarding to ORS 279C.335, the Dallas School Board has considered the following in its decision to exempt the Project from competitive bidding and use the Two Step RFQ|ITB method:

- a. The exemption is unlikely to encourage favoritism in the awarding of the public improvement contract or substantially diminish competition for the public improvement contract.

Analysis: The Dallas School Board will select four or more highly qualified contractors through a competitive request for qualification process that fosters competition and focuses on delivering value to the Dallas School District with no favoritism through an objective point-scoring system. The Dallas School District will administer an openly advertised RFQ process in a manner that will attract competition. They will issue an Invitation to Bid to the prequalified contractors with the bid being awarded to the bidder with the low responsive bid. ITB will be publicly advertised with instructions for interested sub-contractors and material suppliers to submit bids to the pre-qualified contractors.

"Sub-contractable" work will be procured through the ITB process that will be issued with instructions to subcontractors to submit their bids to the pre-qualified contractors.

Finding: The process used by the Dallas School District makes the exemption unlikely to encourage favoritism in the awarding of the Projects or substantially diminish competition for the Projects.

- b. Awarding a public improvement contract under the exemption is likely to result in substantial cost savings and other substantial benefits to the Dallas School District.

Analysis:

- i. Public benefits
The renovated Dallas School District facilities will facilitate better working environments, providing safer and more efficient buildings. The Two Step process will help to maximize the quality of work by the highly qualified contractors having been prequalified.

Findings Under ORS 279C.335(2)(b)

Information related to each of the requirements of ORS 279C.335(2)(b) is as follows:

- (A) How many persons are available to bid.

Information considered by the Dallas School District:

The District has identified between six and ten highly qualified contractors who possess extensive experience in delivering public education projects. This pool of contractors demonstrates a strong capability to meet the District's project needs, ensuring a competitive and competent bidding process.



DALLAS SCHOOL DISTRICT
REMODEL MODERNIZATION PROJECTS
TWO STEP RFQ | ITB ALTERNATIVE CONTRACTING METHOD
FINDINGS

- (B) The construction budget and the projected operating costs for the completed public improvement.

Information considered by the Dallas School District:

The total construction budget is approximately:

- Dallas High School Existing CTE Building Renovation \$2,500,000
- LaCreole Middle School Gymnasium Addition \$4,000,000

- (C) Public benefits that may result from granting the exemption.

Information considered by the Dallas School District:

The public benefits anticipated from granting this exemption include significant cost savings for the District and, by extension, the public. These savings are derived from ensuring the selection of a highly qualified contractor with the expertise to execute the Project effectively. Engaging such a contractor is expected to yield the following specific advantages, which align with cost control and the maximization of Project quality:

- i. A reduction in both the quantity and complexity of requests for information (RFIs) and clarifications, minimizing potential delays and administrative burdens during the Project;
- ii. A decrease in the number, intricacy, and monetary impact of change order requests, fostering budget stability throughout the Project;
- iii. Streamlined submission and approval processes for shop drawings, enhancing efficiency and maintaining schedule integrity;
- iv. A simplified close-out process, achieved by reducing the number and scope of "punch list" items requiring contractor corrections, ensuring a timely and organized conclusion to the Project; and
- v. Minimized post-completion deficiencies, which will lessen the District's administrative effort related to warranty claims and ensure long-term value from the completed Project.

- (D) Whether value engineering techniques may decrease the cost of the public improvement.

Information considered by the Dallas School District:

The District anticipates that engaging a highly qualified contractor will result in advantageous engineering and construction design modifications throughout the Project. A contractor selected through the Two-Step Process outlined in these Findings is better positioned to identify value engineering opportunities, implement those opportunities effectively, and contribute to accurate assessments of their cost implications. This approach is expected to optimize project outcomes and achieve cost efficiencies.

- (E) The cost and availability of specialized expertise that is necessary for the public improvement.

Information considered by the Dallas School District:

The Project requires specialized expertise in local government construction to mitigate the risks of cost and schedule overruns by promoting greater contractor efficiency and accuracy. The District's adoption of the RFQ/ITB alternative contracting methodology is



DALLAS SCHOOL DISTRICT
REMODEL MODERNIZATION PROJECTS
TWO STEP RFQ | ITB ALTERNATIVE CONTRACTING METHOD
FINDINGS

specifically designed to enhance its ability to select a highly qualified contractor possessing the necessary specialized expertise to ensure successful Project delivery.

- (F) Any likely increases in public safety.

Information considered by the Dallas School District:

Construction work for the Project will be conducted in strict compliance with OR-OSHA safety regulations. Prequalified contractors will be required to demonstrate exceptional qualifications and provide evidence of construction safety practices that uphold the highest standards of integrity. Ensuring the safety of staff and other individuals during construction is a paramount priority for the District.

- (G) Whether granting the exemption may reduce risks to the contracting agency, the state agency or the public that are related to the public improvement.

Information considered by the Dallas School District:

Utilizing the RFQ|ITB alternative contracting method enables the District to mitigate the risk of engaging an underqualified or minimally qualified contractor, a potential drawback of the traditional competitive-bid process. This approach preserves the cost-efficiency benefits of competitive bidding during the second stage of the selection process while ensuring the selection of a contractor with the necessary qualifications to successfully execute the Project.

- (H) Whether granting the exemption will affect the sources of funding for the public improvement;

Information considered by the Dallas School District:

Granting the exemption will not influence the sources of funding for the Project, which is being financed through traditional means. Given the critical nature of the Project budget, it is essential to minimize cost overruns. For the reasons outlined in these Findings, it is reasonable to anticipate that selecting and retaining a highly qualified contractor will significantly enhance the likelihood of adhering to the Project budget.

- (I) Whether granting the exemption will better enable the contracting agency to control the impact that market conditions may have on the cost of and time necessary to complete the public improvement.

Information considered by the Dallas School District:

Current market conditions in the region are a concern. The construction industry is experiencing a slowdown, with a limited number of projects available for bidding. As a result, contractors lacking the specialized expertise required for the Project may nevertheless submit bids. In a traditional competitive-bid process, without the rigorous pre-selection criteria outlined in these Findings, the District could be compelled to award the Project contract to a minimally qualified contractor who, either intentionally or inadvertently, underestimated Project costs. Such a scenario would undermine the benefits outlined in these Findings and significantly increase the risk of delays, cost overruns, and substandard work quality.

- (J) Whether granting the exemption will better enable the contracting agency to address the size and technical complexity of the public improvement.



DALLAS SCHOOL DISTRICT
REMODEL MODERNIZATION PROJECTS
TWO STEP RFQ | ITB ALTERNATIVE CONTRACTING METHOD
FINDINGS

Information considered by the Dallas School District:

Granting the exemption and awarding the contract to a highly qualified and experienced prime contractor will enhance the Project team's ability to effectively coordinate the modernization of an occupied building. This expertise is essential to managing the size and technical complexity of the Project while minimizing disruptions and ensuring successful execution.

- (K) Whether the public improvement involves new construction or renovates or remodels an existing structure.

Information considered by the Dallas School District:

The Project involves the renovation of existing buildings, a type of construction requiring specialized expertise to address the unique challenges associated with remodeling and upgrading established structures.

- (L) Whether the public improvement will be occupied or unoccupied during construction.

Information considered by the Dallas School District:

The Project may involve both occupied and unoccupied areas during construction, depending on the specific scope of work. This requires careful planning and coordination to ensure safety, minimize disruptions, and maintain operational functionality in occupied spaces.

- (M) Whether the public improvement will require a single phase of construction work or multiple phases of construction work to address specific project conditions; **and**

Information considered by the Dallas School District:

The Projects may consist of multiple phases.

- (N) Whether the contracting agency or state agency has, or has retained under contract, and will use contracting agency or state agency personnel, consultants and legal counsel that have necessary expertise and substantial experience in alternative contracting methods to assist in developing the alternative contracting method that the contracting agency or state agency will use to award the public improvement contract and to help negotiate, administer and enforce the terms of the public improvement contract.

Information considered by the Dallas School District:

The District has engaged consultants from HMK Company, Soderstrom Architects, and Garrett Hemann Robertson, Inc., all of whom possess substantial training and experience in alternative contracting methods. These consultants bring expertise in the use of RFQ and other alternative contracting methodologies, ensuring that the implementation of the RFQ/ITB process for the Project will achieve meaningful cost savings and other benefits. Additionally, their involvement provides the District with the necessary capability and resources to effectively manage, negotiate, administer, and enforce the terms of the public improvement contract.



DALLAS SCHOOL DISTRICT
REMODEL MODERNIZATION PROJECTS
TWO STEP RFQ | ITB ALTERNATIVE CONTRACTING METHOD
PROPOSED FINDINGS

RESOLUTION #24-25-04
TO APPROVE FINDINGS PURSUANT TO ORS 279C.335(2) BY THE DALLAS SCHOOL DISTRICT
BOARD OF DIRECTORS FOR THE REMODEL MODERNIZATION PROJECTS TWO STEP REQUEST
FOR QUALIFICATIONS / INVITATION TO BID ALTERNATIVE CONTRACTING METHOD

Based upon the findings set forth herein, the School Board for Dallas School District (the "District"), sitting as the local contract review board for the District on its request for exemption from the public contracting rules under ORS 279C.335(2) hereby resolves, finds and concludes:

1. Based upon the findings set forth above, the Board, sitting as the local contract review board for the District on its request for exemption from the public contracting rules under ORS 279C.335(2), concludes:
2. Notice of public hearing was published in at least one trade newspaper of general statewide circulation a minimum of 14 days prior to the hearing.
3. A copy of the notice is attached hereto as Exhibit "A" and incorporated by this reference.
4. At the public hearing, the Board gave an opportunity for any interested party to appear and present comment.
5. Based upon the notice to the public, and the use of the two-step RFQ | ITB process as the manner of selecting the proposed contractor for the Project, it is unlikely that an exemption from the competitive bidding requirements of the public contracting statutes will encourage favoritism in the awarding of a public contract for the Project, or substantially diminish competition for public contracts of the like nature.
6. It is reasonably anticipated that the awarding of a public contract using the alternative method of RFQ | ITB pursuant to an exemption under ORS 279C.335(2) will result in a substantial cost saving to the District by increasing the efficiency and accuracy of the contractor's performance of its work on the Project, by reducing the District's administrative costs and burden for the Project, and by reducing the time required for completion of the Project, which will allow the District to occupy the premises with minimum impact on the educational programs or operations of the District.
7. The District is granted an exemption under ORS 279C.335(2) from the competitive bidding requirements of ORS 279C.335(1) for the class of Projects, so that it can utilize the RFQ | ITB method as the alternative contract method, provided the District also remains permitted, at the District's discretion, to use traditional bidding for the Project pursuant to ORS 279C.335(1).
8. For any Project utilizing the RFQ|ITB method of procurement, the procurement shall be in accordance with the Attorney General Model Rules adopted under ORS 279A.065.

This resolution shall take effect immediately.

DATED: January 13, 2025

**DALLAS SCHOOL DISTRICT
BOARD OF DIRECTORS**

By: _____
Board Chair

And By: _____
Superintendent

JAN 2025

SUN	MON	TUE	WED	THU	FRI	SAT
			01 Winter Break	02 Winter Break	03 Winter Break	04
05	06	07 Citizens Oversight Committee Meeting 5:30 p.m.	08	09	10	11
12	13 Board Work Session with Oakdale 2:45 p.m. Board Meeting 3:45 p.m.	14	15	16 Finance Committee Meeting 5:30 p.m.	17	18
19	20 No School Holiday	21	22	23	24	25
26	27 Board Meeting 6:30 p.m.	28	29	30	31 No School Assessment Day	

**Minutes
Board Meeting
December 9, 2024
6:30 p.m.
<https://dsd2-org.zoom.us/j/84855147461>
District Office Board Room**

Present: Rob Ogilvie, Zach Steele, Jon Woods, Ed Dressel, Steve Spencer, Juli Lichtenberger, Rachel Alpert, Sean Johnson, Bob Archer, Todd Baughman, Tim Larson, Tami Montague, Tyler Lalack, Darrick Bruns, Pam Lybarger

Visitors: Cindy Keen

Excused: Lu Ann Meyer

1.0 Welcome/Pledge of Allegiance

2.0 Approval of the Agenda

Zach Steele moved to approve the agenda with the deletion of agenda item 4.0, seconded by Ed Dressel. The motion passed unanimously.

3.0 Good News

- 3.1 During Parent-Teacher conferences, Lyle's teachers successfully met with 86% of their families.
- 3.2 Stephen Burroughs, Band Teacher for LaCreole and Dallas High School, has received 25 donated instruments.
Principals shared good news with the Board

4.0 Student Report – Annie Edmiston

Deleted from the agenda.

5.0 Public Comment

No public comment.

6.0 Announcements

- 6.1 December & January Calendars
 - 6.1.1 No Board Meeting December 23, 2024
 - 6.1.2 Next Board Meeting January 13, 2025 at 3:45 p.m. following a Work Session at Oakdale Heights Elementary School at 2:45 p.m.
 - 6.1.3 Citizens Oversight Committee Meeting January 7, 2025 at 5:30 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 November 25, 2024 Board Minutes
- 7.2 Staffing Report
- 7.3 JHCA/JHCB – Immunization and School Sports Participation

- 7.4 IGBAF – Special Education–Individualized Education Program (IEP)
- 7.5 IGBAG – Special Education-Procedural Safeguards
- 7.6 JBAA – Section 504-Students
- 7.7 JGAB – Use of Restraint or Seclusion
- 7.8 EBBA – Student Health Services

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

8.0 Financial Report – Tami Montague

Tami Montague, Director of Fiscal Services, shared the Financial Report for month ending November 2024. Capital Bond Projects has collected OSCMI grant. Discussion was held about the capital projects funds other sources line item. Further discussion about the PERS information being talked about throughout the state will be held next month.

9.0 Resolution #24-25-03 to Transfer Funds to Debt Service Fund 302: From General Fund 100 (Board Action) – Tami Montague

Tami Montague shared this is a housekeeping resolution each year for the track renovation and resurfacing project. A transfer of \$117,664 needs to be completed. Zach Steele moved to approve Resolution #24-25-03, seconded by Jon Woods. The motion passed unanimously.

10.0 Emergency Response Report – Steve Spencer

Steve Spencer, Superintendent, shared information about the district wide emergency response earlier this year. Steve shared background of preparations for these types of incidents, events of that day, and after-action review. Discussion was held.

11.0 Reports

- 11.1 Enrollment Report
- 11.2 Charter School Enrollment Reports
- 11.3 Charter School Financial Reports
- 11.4 Charter School Minutes and Agendas

12.0 Adjourn at 6:57 p.m.

Board Chair / Lu Ann Meyer

Date

Board Secretary / Juli Lichtenberger

Date

www.dallas.k12.or.us

Phone: 503.623.5594 • Fax: 503.623.5597 • Address: 111 SW Ash Street • Dallas, Oregon 97338



Staffing Report
Monday, January 13, 2025

11/26/2024	Classified	Sarah	Hernandez-Nolasco	Changes	Remains in same role, increased hours from 6.5 hours to 7.5 hours.	12/2/2024	DHS	EA Special Needs III DLC	E09H	7.5	0.9375	E1	Replaces Delaney Osborn
12/18/2024	Classified	Annette	Teal	New Hire	Previous Employee	1/6/2025	WW	EA Special Needs III SLP	E09H	5.5	0.6875	E1	Replacing .5 Sue Finnegan
12/18/2024	Classified	Rebecca	McEarhern	New Hire	New Hire	1/8/2025	Lyle	Food Service Asst. Cook	F04A	5	0.625	E3	Replaces Alex Vesos
1/6/2025	Classified	Anna	Rebischke	New Hire	Previous Employee	1/7/2025	DHS	EA Special Needs III DLC	E09H	6.5	0.8125	E1	Replaces Sarah Nolasco

Steve Spencer, Superintendent

Rachel Alpert, Assistant Superintendent

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

Dallas School District No. 2 Adopted Budget Calendar for FY 2025–2026

April 9, 2025	Publish First Notice of Budget Committee Meeting <i>(19 days prior to meeting.)</i> Notice of the budget committee meeting(s) must state the purpose, time and place of the meeting(s); that the meeting is a public meeting; and whether or not public comment will be taken at the meeting. Notice must be published not earlier than 30 days prior to the first meeting and not later than 5 days prior to the first meeting. <i>ORS 294.401</i>
April 16, 2025	Publish Second Notice of Budget Committee Meeting <i>(12 days prior to meeting.)</i> <i>ORS 294.401</i>
April 28, 2025	First Budget Committee Meeting Present budget message and comprehensive outline of the 2025-2026 budget proposal. Public comment will be taken.
May 12, 2025	Second Budget Committee Meeting Any subsequent budget committee meetings will be scheduled during this meeting.
June 2, 2025	Final Budget Committee Meeting, if needed.
June 11, 2025	Publish Notice of Budget Hearing <i>(12 days prior to hearing.)</i> Notice of Budget Hearing and Financial Summary must provide legal notice of the time and place of the budget hearing; financial summary of the current year's adopted budget and next year's budget as approved by the budget committee; and a statement of indebtedness. Notice must be published not earlier than 30 days prior to hearing and not later than 5 days before the scheduled budget hearing. <i>ORS 294.421</i>
June 23, 2025	Budget Hearing Hold a public hearing on the budget as approved by the budget committee. Expenditure adjustments, if any, are restricted to \$5,000 or 10%, whichever is greater, of the amount approved for each fund by the budget committee. Board adopts the budget, appropriates funds, imposes and categorizes taxes.
July 15, 2025	Deadline to Certify the 2025-2026 Tax Levy with County Assessor.

Dallas School District 2024-2025	General Fund Operations								December 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	\$2,101,783	\$2,101,783	\$0		\$2,101,783	\$2,500,000	-\$398,217	Based on Unaudited "Final" Sept 1	
Local Sources (Property Taxes, Interest, Fees)	\$853,840	\$9,433,219	\$1,284,032		\$10,717,251	\$10,502,489	\$214,762		
Flow Through ESD, County School Funds	\$0	\$54,737	\$45,000		\$99,737	\$90,000	\$9,737		
State Sources (SSF, Common School Fund, High Cost Disability)	\$2,395,119	\$16,768,709	\$13,325,091		\$30,093,800	\$29,903,961	\$189,839		
Federal Sources (In Lieu of Property Taxes)	\$703	\$703	\$3,006		\$3,709	\$3,550	\$159		
Other Sources	\$908	\$908	\$0		\$908	\$0	\$908	Sale of fixed assets	
TOTAL REVENUE	\$3,250,570	\$26,258,276	\$14,657,129	\$0	\$40,915,405	\$40,500,000	\$415,405		
Expenditures by Appropriation	Current MTD	Current YTD	Add: Encumbrances	Adjustments*	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Instruction	\$2,101,123	\$9,774,119	\$14,379,680	\$1,270,858	\$25,424,656	\$25,136,381	-\$288,275		
Support Services	\$1,139,999	\$6,830,829	\$7,886,110	\$633,972	\$15,350,911	\$14,908,619	-\$442,291		
Enterprise and Community Services					\$0	\$0	\$0		
Facilities Acquisition and Construction					\$0	\$0	\$0		
Transfers to Other Funds	\$117,664	\$117,664	\$0	\$50,336	\$168,000	\$168,000	\$0		
Contingencies					\$0	\$827,000	\$827,000		
Unappropriated Ending Fund Balance					\$0	\$1,960,000	\$1,960,000		
TOTAL EXPENDITURES	\$3,358,786	\$16,722,612	\$22,265,789	\$1,955,166	\$40,943,567	\$43,000,000	\$2,056,433		
SURPLUS / (DEFICIT)	-\$108,216	\$9,535,664			\$2,073,621				
Ending Fund Balance					\$2,073,621	5.07%	of Revenues	Board Policy 8%	
Investment Account Balances by Type	Yield	Beg Bal	Deposits	Withdrawals	End Bal		Debt Obligation		
General Operations (5703.5018)	4.85%	\$12,350,928	\$3,179,486	\$3,159,710	\$12,370,703		Paid YTD	Due by June 30, 2025	
Debt Service (5770)	4.85%	\$3,527,094	\$275,093	\$20	\$3,802,167	Annual Debt \$3,698,920	\$661,666	\$3,037,254	
Capital Projects (3974.6022)	4.85%	\$19,877,315	\$81,644	\$0	\$19,958,959				
Total District		\$35,755,336	\$3,536,222	\$3,159,730	\$36,131,828				

Dallas School District 2024-2025	Fund Group	Appropriation Monitoring						December 2024
GENERAL OPERATIONS	F100s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Instruction		\$9,795,320	\$14,379,679.76	\$24,174,999	\$25,336,381	\$1,161,382	+	
Support Services		\$6,831,792	\$7,886,110	\$14,717,902	\$15,249,619	\$531,717	+	
Enterprise and Community Services			\$0	\$0	\$0	\$0	+	
Facilities Acquisition and Construction				\$0	\$0	\$0	+	
Transfers to Other Funds		\$117,664	\$0	\$117,664	\$168,000	\$50,336	+	
Contingencies				\$0	\$1,960,000	\$1,960,000	+	
TOTAL		\$16,744,776	\$22,265,789	\$39,010,565	\$42,714,000	\$3,703,435	+	
SPECIAL GRANTS & PROJECTS	F200s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Instruction		\$1,789,820	\$3,346,237	\$5,136,057	\$6,914,856	\$1,778,799	+	
Support Services		\$750,401	\$760,250	\$1,510,651	\$2,110,162	\$599,511	+	
Enterprise and Community Services		\$475,804	\$720,750	\$1,196,554	\$1,287,500	\$90,946	+	
Transfers to Other Funds				\$0	\$96,000	\$96,000	+	
TOTAL		\$3,016,025	\$4,827,237	\$7,843,262	\$10,408,518	\$2,565,256	+	
DEBT SERVICE	F300s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Debt Service		\$619,448	\$0	\$619,448	\$6,045,516	\$5,426,068	+	
TOTAL		\$619,448	\$0	\$619,448	\$6,045,516	\$5,426,068	+	
CAPITAL PROJECTS (BOND)	F400s	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)	*Notes	
Facilities Acquisition and Construction		\$1,982,476	\$2,360,712	\$4,343,188	\$10,380,000	\$6,036,812	+	
Contingencies				\$0	\$5,000,000	\$5,000,000	+	
TOTAL		\$1,982,476	\$2,360,712	\$4,343,188	\$15,380,000	\$11,036,812	+	
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		\$11,585,140	\$17,725,917	\$29,311,056	\$32,251,237	\$2,940,181		
Support Services		\$7,682,783	\$8,695,770	\$16,378,553	\$18,059,781	\$1,681,228		
Enterprise and Community Services		\$475,804	\$720,750	\$1,196,554	\$1,287,500	\$90,946		
Facilities Acquisition and Construction		\$1,982,476	\$2,360,712	\$4,343,188	\$10,380,000	\$6,036,812		
Transfers to Other Funds		\$117,664	\$0	\$117,664	\$264,000	\$146,336		
Debt Service		\$619,448	\$0	\$619,448	\$6,045,516	\$5,426,068		
Contingencies		\$0	\$0	\$0	\$6,960,000	\$6,960,000		
TOTAL		\$22,463,314	\$29,503,148	\$51,966,462	\$75,248,034	\$23,281,572		
UNAPPORTIONED	ALL				\$2,700,580			
TOTAL BUDGET	ALL				\$77,948,614			

Dallas School District 2024-2025		Capital Projects Funds						December 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	\$81,648	\$532,598	\$267,402	\$800,000	\$1,519,882	\$2,000,000	-\$480,118	
OSCIM Grant	\$0	\$0	\$1,435,429	\$2,564,571	\$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	\$81,648	\$1,968,027	\$2,831,973	\$4,800,000	\$36,397,278	\$35,301,524	\$1,095,754	
TOTAL AVAILABLE RESOURCES	\$31,597,278		\$1,968,027		\$25,624,503				
Expenditures by Building	Prior Year Cumulative Total	Current MTD	Current YTD	Encumbered	Annual Forecast	Project Total ALL Years	Original Proj Budget	Variance Fav / (Unfav)	
Lyle Elementary	\$55,360	\$89,700	\$402,232	\$492,500	\$894,733	\$950,093	\$3,865,970	\$2,915,877	
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	\$0	\$413,150	\$344,893	\$758,043	\$4,817,736	\$6,739,312	\$1,921,576	
Dallas High School	\$1,763,936	\$0	\$314,827	\$413,959	\$728,786	\$2,492,722	\$9,727,985	\$7,235,263	
Morrison Building	\$800,940	\$16,694	\$531,538	\$165,157	\$696,695	\$1,497,634	\$991,650	-\$505,984	
District Wide Management/Oversight/Planning	\$3,662,218	\$16,717	\$215,136	\$525,370	\$740,506	\$4,402,723	\$9,152,247	\$4,749,524	
Reserved for Future Projects								\$20,185,562	
TOTAL EXPENDITURES	\$10,772,774	\$123,111	\$1,982,476	\$2,360,712	\$4,343,188	\$15,115,962	\$35,301,524	\$20,185,562	
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	\$16,717	\$215,136	\$525,370	\$740,506	\$4,402,723	\$9,152,247	\$4,749,524	
800 Critical Facility Upgrade (CFU)	\$3,280,869	\$99,835	\$1,365,127	\$429,990	\$1,795,118	\$5,075,987	\$11,158,452	\$6,082,465	
810 CTE Building/Expansion	\$0				\$0	\$0	\$1,782,000	\$1,782,000	
900 New Construction	\$3,094,187	\$0	\$348,793	\$291,608	\$640,401	\$3,734,588	\$11,718,750	\$7,984,162	
830 Health Safety & Security	\$735,500	\$6,558	\$53,420	\$1,113,744	\$1,167,164	\$1,902,664	\$1,490,075	-\$412,589	
								\$0	
TOTAL EXPENDITURES	\$10,772,774	\$123,111	\$1,982,476	\$2,360,712	\$4,343,188	\$15,115,962	\$35,301,524	\$20,185,562	
Reserved for Future Projects	\$20,824,503				\$21,281,315			\$21,281,315	

Dallas School District 2

Code: JEC
 Adopted: 4/28/20
 Revised/Readopted: 5/08/23
 Orig. Code(s): JEC

Admissions**

The Board is committed to providing an educational program for all children living in the district. The Board believes all children living in the district who have not completed 12 years of education should regularly attend a public full-time school and be included in the available educational programs.

A child is considered to be six years of age if the sixth birthday of the child occurred on or before September 1 immediately preceding the beginning of the current school term.

All new students must register in the office. Students enrolled in the district shall comply with Oregon laws related to age, residence, health, attendance, and immunization.

School-aged children located in the district shall not be excluded from admission solely because the child does not have a fixed, regular and adequate nighttime residence or solely because the child is not under the supervision of a parent.

Children located in the district shall not be excluded from admission if they are considered a resident student in accordance with law. (See Board policy JECA – Admission of Resident Students)

Students who attend a district school on an interdistrict transfer or were admitted prior to 2019 through open enrollment are considered residents of the district.

Children living in the district who have attained the age of majority are considered residents of the district unless the child has transferred to another district via interdistrict transfer or open enrollment.

Minor children living with a parent or guardian who resides in the district are considered residents of the district unless the child has transferred to another district via interdistrict transfer or open enrollment.

Children who are in foster care¹ and who are placed in the district are residents of the district of origin, unless the court determines that attending in the district of residence is in the best interest of the child.

Children in foster care who are continuing district students will maintain their enrollment to ensure continuity of learning. Those with a court-determined best interest in attending the district will be admitted immediately, even if the individual is unable to produce records normally required for enrollment.

Children who are military children² are considered resident of the district, if the district is the district of military residence³ for the military child. Parents of children who are military children must provide proof of residency within 10 days after the date of military transfer or pending transfer indicated on the official military orders.

¹ “Foster care” does not mean care for children whose parent or guardian voluntarily placed the child outside the child’s home with a public or private agency and for whom the child’s parent or guardian retains legal guardianship.

Children whose parent or guardian voluntarily placed the child outside the child's home with a public or private agency and who is living in a licensed, certified or approved substitute care program, may be considered a resident student if residency is established pursuant to Oregon Revised Statute (ORS) 339.134.

END OF POLICY

Legal Reference(s):

ORS 327.006
ORS 336.092
ORS 339.010
ORS 339.115

ORS 339.125
ORS 339.133
ORS 339.134
ORS 339.139

OAR 581-021-0019
ORS 433.267
OAR 581-022-2220

Illegal Immigration and Immigrant Responsibility Act of 1996, 8 U.S.C. §§ 1101, 1221, 1252, 1324, 1363, 1367 (2018).
 McKinney-Vento Homeless Assistance Act, Subtitle VII-B, reauthorized by Title IX-A of the Every Student Succeeds Act (ESSA), 42 U.S.C. §§ 11431, 11434a (2012).

Cross Reference(s):

JECB - Admittance of Nonresident Students
 JECBD - Students Experiencing Homelessness
 JHCA/JHCB - Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening

Dallas School District 2

Code: JGAB-AR
 Adopted: 2/24/14
 Revised/Readopted: 5/08/23
 Orig. Code: JGAB-AR

Use of Restraint or Seclusion

Procedures

1. If restraint or seclusion continues for more than 30 minutes, school staff will attempt to immediately notify parents or guardians verbally or electronically.
2. Following an incident involving the use of restraint or seclusion, school staff will provide parents or guardians of the student the following:
 - a. Verbal or electronic notice of the incident by the end of the school day when the incident occurred.
 - b. Written documentation of the incident within 24 hours that provides:
 - (1) A description of the restraint or seclusion including:
 - (a) The date of the restraint or seclusion;
 - (b) The times the restraint or seclusion began and ended; and
 - (c) The location of the incident.
 - (2) A description of the student's activity that prompted the use of restraint or seclusion.;
 - (3) The efforts used to de-escalate the situation and the alternatives to restraint or seclusion that were attempted.;
 - (4) The names of staff of the district who administered the restraint or seclusion.;
 - (5) A description of the training status of the staff of the district who administered the restraint or seclusion, including any information that may need to be provided to the parent or guardian.;
 - c. Timely notification of a debriefing meeting to be held and of the parent's or guardian's right to attend the meeting.
 - d. **Immediate¹, written notification of the existence of any records^{2} related to an incident of restraint or seclusion (including photos or audio or video recording).**
3. If the restraint or seclusion was administered by a person without training, the administrator will ensure written notice is issued to the parent or guardian of the student **which that includes notice of the lack of training; and the reason restraint or seclusion was administered by why** a person without

¹ "Immediate" means to act as soon as possible without undue delay, but in no case later than within 24 hours of the incident. (OAR 581-021-0556 (2)(e))

² {Such records shall be maintained in accordance with ORS 339.294(9).}

training-administered the restraint or seclusion. The administrator will ensure written notice of the same to the superintendent.

4. An administrator will be notified as soon as practicable whenever restraint or seclusion has been used.
5. If restraint or seclusion continues for more than 30 minutes the student must be provided with adequate access to bathroom and water every 30 minutes. If restraint or seclusion continues for more than 30 minutes, every 15 minutes after the first 30 minutes, an administrator for the district must provide written authorization for the continuation of the restraint or seclusion, including providing documentation for the reason the restraint or seclusion must be continued. Whenever restraint or seclusion extends beyond 30 minutes, staff of the district will immediately attempt to verbally or electronically notify a parent or guardian.
6. A district Restraint and/or Seclusion Incident Report must be completed and copies provided to those attending the debriefing meeting for review and comment.

The completed ~~Physical Restraint and/or Seclusion Incident~~ Report Form shall include the following:

- a. Name of the student;
 - b. Name of staff member(s) administering the restraint or seclusion;
 - c. Date of the restraint or seclusion and the time the restraint or seclusion began and ended;
 - d. Location of the restraint or seclusion;
 - e. A description of the restraint or seclusion;
 - f. A description of the student's activity immediately preceding the behavior that prompted the use of restraint or seclusion;
 - g. A description of the behavior that prompted the use of restraint or seclusion;
 - h. Efforts to de-escalate the situation and alternatives to restraint or seclusion that were attempted;
 - i. Information documenting parent or guardian contact and notification.
7. A documented debriefing meeting must be held within two school days after the use of restraint or seclusion. **The parent or guardian of the student must be invited to attend the meeting³, and the meeting will include;** staff members involved in the intervention **administrator and any other appropriate personnel must be included in the meeting.** The debriefing team shall include an administrator. **At the debriefing meeting, the district shall review, in its entirety, any audio or video recording preserved as a record of the incident involving restraint or seclusion in accordance with law.** Written notes shall be taken and a copy of the written notes shall be provided to the parent or guardian of the student.
 8. If serious bodily injury or death of a student occurs in relation to the use of restraint or seclusion⁷:
 - a. **Oral notification of the incident must be provided immediately to a parent or guardian of the student and to the Oregon Department of Human Services (DHS); and**

³ "Meeting" means the debriefing meeting at which the audio or video recording will be viewed. (OAR 581-021-0556(9))

- b. ~~Written~~ notification of the incident must be provided to the ~~Department of Human Services~~ **DHS** within 24 hours of the incident.
9. If serious bodily injury or death of a staff member occurs in relation to the use of restraint or seclusion, written notification of the incident must be provided ~~to the superintendent~~ within 24 hours of the incident ~~to the superintendent, to the Superintendent of Public Instruction and, if applicable,~~ **or** to the union representative for the affected person, ~~if applicable.~~
10. The district ~~shall~~ **will** maintain a record of each incident in which injuries or death occurs in relation to the use of restraint or seclusion.
11. The district, upon request from DHS regarding an investigation of an incident of restraint or seclusion as suspected child abuse, shall disclose any records preserved to DHS or its designee which are deemed relevant to the subject investigation, in its original format and without any alteration.

Restraint and/or seclusion as a part of a behavioral support plan in the student's Individual Education Program (IEP) or Section 504 plan.

1. Parent participation in the plan is required.
2. The IEP team that develops the behavioral support plan shall include knowledgeable and trained staff, including a behavioral specialist and a district representative who is familiar with the restraint and seclusion training practices adopted by the district.
3. Prior to the implementation of any behavioral support plan that includes restraint and/or seclusion, a functional behavioral assessment must be completed. The assessment plan must include an individual threshold for reviewing the plan.
4. If a student is involved in five incidents in a school year, the team, including a parent or guardian of the student, will form for the purpose of reviewing and revising the student's behavior **plan and ensuring the provision of any necessary behavioral supports.**

Use of restraint and/or seclusion in an emergency by school administrator, staff or volunteer to maintain order or prevent a student from harming themselves, other students or school staff.

Use of restraint and/or seclusion under these circumstances with a student who does not have restraint and/or seclusion as a part of their IEP or Section 504 plan, is subject to all of the requirements established by Board policy and this administrative regulation with the exception of those specific to plans developed in an IEP or 504 plan.

Dallas School District Enrollment Report
January 2025

School	Capacity	Kgtn	1	2	3	4	5	Total	Last Month	Jan 23/24	Jan 22/23	Jan 21/22	Jan 20/21
Lyle	[460]	20	29	26	21								
		19	28	25	24								
		17	28	27	24								
		16											
Total		72	85	78	69			304	307	338	341	322	321
Oakdale	[412]	23	26	26	23								
		21	22	23	23								
		23	24	24	24								
				25									
Total		67	72	98	70			307	305	335	357	356	352
Whitworth	[437]				21	25	27						
					22	26	26						
						27	26						
						29	25						
						29	27						
						28	27						
Total					43	164	158	365	371	362	388	344	375
Total K-5								976	983	1035	1086	1022	1048

Dallas School District Enrollment Report
January 2025

School	Capacity										Last Month	Jan 23/24	Jan 22/23	Jan 21/22	Jan 20/21	
LaCreole	[728]	Grade 6	Grade 7	Grade 8							560	569	588	585	635	
		208	172	171												
DHS	[1020]	Grade 9	Grade 10	Grade 11	Grade 12	Post High	Odysseyware									
		243	213	218	201	6			881	888	871	832	877	886		
MCAP	[108]	Grade 9	Grade 10	Grade 11	Grade 12											
			11	8	38				57	62	68	72	66	60		
PADTC	Grade 4/5	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12									
		3	4	6	2	3	1		19	17	18	19	17	15		
DVA												0	0	72	0	
									2510	2561	2597	2639	2644			
Grand Total							2484									
Including LVCS/DCS							2954									

LVCS CHARTER	Current	Last Year	Dallas Community School									
In District	138	132	KG	1st	2nd	3rd	4th	5th	6th	7th		
Out of Dist	73	93	10	23	19	23	24	23	25	34		
Total	211	225				8th	9th	10th	11th	12th		
High school extended	228		Total	259		19	19	21	11	8		
In 2006 Morrison was a charter school with 80 students.												
Elementary reconfiguration effective 09/10 school year.												
Last Year Extended Campus 2015-16												

LUCKIAMUTE VALLEY CHARTER SCHOOLS

2024-25

January

STUDENT TOTALS

	Current #'s	Last Year
In District	138	132
Out of District	73	93
TOTAL STUDENT #'s	211	225

BREAKDOWN BY GRADE LEVELS

	Current #'s	Last yr.
Kindergarten	22	23
1st Grade	22	23
2nd Grade	23	22
3rd Grade	24	23
4th Grade	25	25
5th Grade	25	22/15
6th Grade	29	25
7th Grade	20	25
8th Grade	21	22

NUMBERS CURRENT AS OF 01/06/2025

Dallas Community School Enrollment 2024-25

	Jun 2024	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
K	18	11	10	10	10	0	0	0	0	0	0
1	14	22	22	23	23	0	0	0	0	0	0
2	20	16	18	19	19	0	0	0	0	0	0
3	28	23	22	22	23	0	0	0	0	0	0
4	23	24	23	24	24	0	0	0	0	0	0
5	23	24	23	23	23	0	0	0	0	0	0
6	32	25	25	26	26	0	0	0	0	0	0
7	23	36	34	32	34	0	0	0	0	0	0
8	23	18	17	19	19	0	0	0	0	0	0
K-8 Total:	204	199	194	198	201	0	0	0	0	0	0
9	16	21	19	19	19	0	0	0	0	0	0
10	11	21	21	21	21	0	0	0	0	0	0
11	8	11	10	11	11	0	0	0	0	0	0
12	0	9	8	8	8	0	0	0	0	0	0
DCHS Total:	35	62	58	59	59	0	0	0	0	0	0
Grand Total:	239	261	252	257	260	0	0	0	0	0	0

	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.	YTD Total
REVENUE							
R1200	District Pass Thru Reimbursement					77,859.15	77,859.15
R1510	Earnings of	918.78	892.85	924.67	871.30	863.43	5,459.56
R1630	Special Functions						-
R1600	Food Serv	227.10	1,400.00	2,595.00	2,024.40	727.15	7,023.65
R1920	Donations	200.00					200.00
R1990	Miscellaneous	339.89	15.00	523.00		98.00	2,975.89
R3101.	State School Funds	694,911.43	231,637.14	231,637.14	231,637.14	218,926.99	1,608,749.84
R3102	OR Free Expanded Eligible Breakfast			486.23	13.00	525.32	1,024.55
R3120	Reduced Breakfast/Lunch						-
R3299	Restricted State Grants	10,202.86	3,460.27	881.70	12,985.62	280.30	27,810.75
R4300	Restricted Rev Direct from FED			5,843.10	5,493.96	3,086.22	14,423.28
R4500	Restricted Federal Grants Thru State			3,380.07			3,380.07
R4700	Grants in aid						-
R5400	hing Fund B	563,327.60					
TOTAL REVENUE	1,755.52	708,083.07	237,405.26	246,270.91	253,025.42	302,366.56	1,748,906.74

EXPENDITURES BY OBJECT							
100	Salaries	31,821.80	32,534.32	141,493.51	214,015.81	149,686.19	702,723.18
200	Benefits	11,553.63	14,756.46	73,528.13	102,470.15	74,363.31	346,329.05
300	Services	3,836.77	20,759.76	11,244.26	34,424.63	6,402.37	97,230.68
400	Supplies	5,451.75	38,257.67	20,813.36	20,436.02	12,834.64	107,548.64
500	Equipment	8,355.00	7,013.45	4,557.45		6,344.96	26,270.86
600	Dues & Fees	34,607.90	3,112.92	700.00	1,066.68	391.58	42,577.49
700	Contingency						-
TOTAL EXPENDITURES	95,626.85	116,434.58	252,336.71	372,413.29	243,678.09	242,190.38	1,322,679.90

EXPENDITURES BY FUNCTION							
1000	Instruction	5,362.18	43,164.12	157,143.12	247,192.63	163,430.01	760,964.17
2000	Support	88,258.67	69,910.46	80,044.11	106,511.20	65,273.22	495,562.26
3000	Food Serv	2,006.00	760.00	15,149.48	18,709.46	14,974.86	63,553.47
4000	Construction		2,600.00				2,600.00
6000	Operating Contingency						-
TOTAL EXPENDITURES	95,626.85	116,434.58	252,336.71	372,413.29	243,678.09	242,190.38	1,322,679.90

FUND BALANCE 469,456.27 1,061,104.76 1,046,173.05 920,030.67 929,378.00 989,554.18

Luckiamute Valley Charter Schools
Profit & Loss Budget vs. Actual _All Funds
July through December 2024

01/08/25
Accrual Basis

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
R1200 · District Pass-Thru	77,859.15	583,421.00	-505,561.85	13.3%
R1510 · Earnings on Investments	5,459.56	50.00	5,409.56	10,919.1%
R1600 · Food Service Sales	7,023.65	10,000.00	-2,976.35	70.2%
R1920 · Donations	200.00	7,000.00	-6,800.00	2.9%
R1990 · Miscellaneous	2,975.89	4,000.00	-1,024.11	74.4%
R3101 · State School Funds	1,608,749.84	2,713,925.00	-1,105,175.16	59.3%
R3120 · Reduced Breakfast/Lunch (SF)		8,000.00	-8,000.00	
R3299 · Other Restricted State Gr	27,810.75	98,391.00	-70,580.25	28.3%
R4500 · Restricted Rev. from Fed	11,960.25	49,000.00	-37,039.75	24.4%
R4700 · Grants in Aid		20,000.00	-20,000.00	
R5400 · Beginning Fund Balance				
Total Income	1,748,906.74	3,493,787.00	-1,744,880.26	50.1%
Gross Profit	1,748,906.74	3,493,787.00	-1,744,880.26	50.1%
Expense				
1000 · 1000-INSTRUCTION				
1100 · Regular Programs				
1111 · Elementary Grades K-5				
111-111 · Licensed Salaries	158,467.46	425,415.00	-266,947.54	37.3%
111-112 · Classified Salaries	56,635.79	186,500.00	-129,864.21	30.4%
111-121 · Substitute Salaries	16,605.99	20,000.00	-3,394.01	83.0%
111-131 · Extra Duty Salaries	7,546.33	27,200.00	-19,653.67	27.7%
111-211 · PERS-Employer	64,970.93	161,975.00	-97,004.07	40.1%
111-212 · PERS-EPPT	15,255.63	38,347.00	-23,091.37	39.8%
111-220 · Social Security	16,470.69	48,892.00	-32,421.31	33.7%
111-231 · Worker's Comp	1,263.14	3,963.00	-2,699.86	31.9%
111-240 · Health Insurance	29,333.33	117,600.00	-88,266.67	24.9%
111-241 · OR-PFL	1,091.97	2,557.00	-1,465.03	42.7%
111-310 · Instruction Services		5,000.00	-5,000.00	
111-355 · Printing	1,754.40	5,000.00	-3,245.60	35.1%
111-399 · Purchased Services	465.00	3,000.00	-2,535.00	15.5%
111-410 · Supplies	13,347.14	46,610.00	-33,262.86	28.6%

01/08/25

Accrual Basis

Luckiamute Valley Charter Schools
Profit & Loss Budget vs. Actual _All Funds
July through December 2024

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
111-420 · Textbooks	30,546.84	26,000.00	4,546.84	117.5%
111-460 · Non-Consumables	4,397.45	24,000.00	-19,602.55	18.3%
111-470 · Computer Software	1,084.80	500.00	584.80	217.0%
111-480 · Computer Hardware		2,000.00	-2,000.00	
Total 1111 · Elementary Grades K-5	419,324.84	1,144,559.00	-725,234.16	36.6%
1121 · Middle Programs 6-8				
121-111 · Licensed Salaries	92,666.21	252,840.00	-160,173.79	36.7%
121-121 · Substitute Salary	5,998.19	13,000.00	-7,001.81	46.1%
121-211 · PERS-Employer	31,201.33	63,210.00	-32,008.67	49.4%
121-212 · PERS-EPPT	7,479.38	15,170.00	-7,690.62	49.3%
121-220 · Social Security	9,457.27	19,342.00	-9,884.73	48.9%
121-231 · Workers Comp	505.40	1,568.00	-1,062.60	32.2%
121-240 · Health Insurance	14,061.83	79,201.00	-65,139.17	17.8%
121-241 · OR-PFL	459.95	1,011.00	-551.05	45.5%
121-310 · Instruction Services		10,500.00	-10,500.00	
121-355 · Printing	783.11	2,000.00	-1,216.89	39.2%
121-399 · Purchased Services	4,693.50	8,000.00	-3,306.50	58.7%
121-410 · Consumables	6,066.07	6,000.00	66.07	101.1%
121-420 · Textbooks	4,052.81	5,000.00	-947.19	81.1%
121-460 · Non-consumable	253.92	6,000.00	-5,746.08	4.2%
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	197,098.90	485,342.00	-288,243.10	40.6%
Total 1100 · Regular Programs	616,423.74	1,629,901.00	-1,013,477.26	37.8%
1250 · Special Programs				
125-111 · Certified Salaries	21,901.32	62,204.00	-40,302.68	35.2%
125-112 · Classified Salaries	36,025.71	106,797.00	-70,771.29	33.7%
125-211 · PERS Employer	22,445.90	42,250.00	-19,804.10	53.1%
125-212 · PERS-EPPT	5,380.55	10,140.00	-4,759.45	53.1%
125-220 · Social Security	4,136.26	12,929.00	-8,792.74	32.0%
125-231 · Workers Comp	298.10	1,048.00	-749.90	28.4%
125-240 · Health Insurance	7,200.00	28,800.00	-21,600.00	25.0%

01/08/25

Accrual Basis

Luckiamute Valley Charter Schools
Profit & Loss Budget vs. Actual_All Funds
July through December 2024

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
125-241 · OR-PFL	321.40	676.00	-354.60	47.5%
125-390 · General Professional/Tech		100,000.00	-100,000.00	
Total 1250 · Special Programs	99,363.25	364,844.00	-265,480.75	27.2%
1270 · Title I				
127-111 · Licensed Salaries	26,184.32	64,853.00	-38,668.68	40.4%
127-211 · PERS	7,966.43	18,159.00	-10,192.57	43.9%
127-212 · PERS-EPPT	1,715.04	3,891.00	-2,175.96	44.1%
127-220 · Social Security	2,930.36	4,961.00	-2,030.64	59.1%
127-231 · Worker's Comp	126.53	402.00	-275.47	31.5%
127-240 · Health Insurance	2,400.00	13,200.00	-10,800.00	18.2%
127-241 · OR-Paid Family Leave	104.72	259.00	-154.28	40.4%
Total 1270 · Title I	45,177.43	105,725.00	-60,547.57	42.7%
Total 1000 · 1000-INSTRUCTION	760,964.42	2,100,470.00	-1,339,505.58	36.2%
2000 · SUPPORT SERVICES				
2100 · Support Services - Students				
2113 · Social Work Services				
211-111 · Licensed Salaries	23,784.32	64,853.00	-41,068.68	36.7%
211-211 · PERS-Employer	5,953.23	16,213.00	-10,259.77	36.7%
211-212 · PERS-EPPT	1,427.04	3,891.00	-2,463.96	36.7%
211-220 · Social Security	2,235.02	4,961.00	-2,725.98	45.1%
211-231 · Workers Comp	12.95	402.00	-389.05	3.2%
211-240 · Health Insurance	4,242.80	13,200.00	-8,957.20	32.1%
211-241 · OR-PFL	91.12	259.00	-167.88	35.2%
Total 2113 · Social Work Services	38,165.67	103,779.00	-65,613.33	36.8%
Total 2100 · Support Services - Students	38,165.67	103,779.00	-65,613.33	36.8%
2220 · Library/Media Center				
222-430 · Library Books		500.00	-500.00	
222-450 · Periodicals	1,081.64	1,900.00	-818.36	56.9%

01/08/25

Accrual Basis

Luckiamute Valley Charter Schools
Profit & Loss Budget vs. Actual_ All Funds
July through December 2024

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
Total 2220 · Library/Media Center	1,081.64	2,400.00	-1,318.36	45.1%
2230 · Assessment and Testing				
223-312 · Testing Services	10,645.31	10,000.00	645.31	106.5%
Total 2230 · Assessment and Testing	10,645.31	10,000.00	645.31	106.5%
2240 · Instructional Staff Development				
224-312 · Instruction Improvement Service	4,099.00	15,000.00	-10,901.00	27.3%
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	5,083.65	20,500.00	-15,416.35	24.8%
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	1,814.81	2,000.00	-185.19	90.7%
231-640 · Dues and Fees	4,705.00	4,800.00	-95.00	98.0%
231-651 · Liability Insurance	32,869.00	32,522.00	347.00	101.1%
Total 2310 · School Board	41,706.32	46,922.00	-5,215.68	88.9%
2410 · School Administration				
241-112 · Confidential Salaries	34,880.87	70,233.00	-35,352.13	49.7%
241-113 · Administrator salaries	78,833.30	179,800.00	-100,966.70	43.8%
241-131 · Extra Duty Salary	22,133.32	15,000.00	7,133.32	147.6%
241-211 · PERS-Employer	25,441.00	69,558.00	-44,117.00	36.6%
241-212 · PERS-EPPT	2,362.88	16,694.00	-14,331.12	14.2%
241-220 · Social Security	10,252.74	21,285.00	-11,032.26	48.2%
241-231 · Workers Comp	494.29	1,725.00	-1,230.71	28.7%
241-240 · Health Insurance	10,100.00	28,200.00	-18,100.00	35.8%
241-241 · OR-PFL	379.11	1,060.13	-681.02	35.8%
241-340 · Travel	1,171.55	14,800.00	-13,628.45	7.9%
241-351 · Telephone	1,611.03	2,400.00	-788.97	67.1%
241-353 · Postage	471.66	1,000.00	-528.34	47.2%
241-390 · Professional Development	2,181.25	6,000.00	-3,818.75	47.0%

01/08/25

Accrual Basis

Luckiamute Valley Charter Schools
Profit & Loss Budget vs. Actual _ All Funds
July through December 2024

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
241-410 · Consumables	1,673.23	4,000.00	-2,326.77	41.8%
241-460 · Non-Consumables	189.87	3,000.00	-2,810.13	6.3%
241-480 · Computer Hardware		1,000.00	-1,000.00	
241-640 · Dues and Fees	2,027.49	2,500.00	-472.51	81.1%
Total 2410 · School Administration	197,290.87	438,255.13	-240,964.26	45.0%
2500 · Support services-business				
2520 · Fiscal services				
252-114 · Managerial Classified	47,500.02	95,000.00	-47,499.98	50.0%
252-211 · PERS - Company	12,716.76	25,550.00	-12,833.24	49.8%
252-212 · PERS EPPT	3,048.36	6,132.00	-3,083.64	49.7%
252-220 · Social Security	4,113.66	7,818.00	-3,704.34	52.6%
252-231 · Workers Comp	187.85	634.00	-446.15	29.6%
252-232 · Unemployment		30,000.00	-30,000.00	
252-240 · Health-Employer	3,306.08	7,200.00	-3,893.92	45.9%
252-241 · OR-PFL	206.91	380.00	-173.09	54.5%
252-380 · Payroll and Accounting Servic...		3,000.00	-3,000.00	
252-381 · Audit Services	4,850.00	8,500.00	-3,650.00	57.1%
252-410 · Supplies	149.60	500.00	-350.40	29.9%
252-470 · Software	2,312.11	10,000.00	-7,687.89	23.1%
252-480 · Computer Hardware		250.00	-250.00	
252-640 · Dues and Fees	210.00	1,800.00	-1,590.00	11.7%
252-690 · Grant Indirect Charges		166,361.00	-166,361.00	
Total 2520 · Fiscal services	78,601.35	363,125.00	-284,523.65	21.6%
2540 · Plant services				
254-112 · Classified Salaries	19,256.98	40,596.00	-21,339.02	47.4%
254-211 · PERS-Company	2,760.19	10,149.00	-7,388.81	27.2%
254-212 · PERS-EPPT	661.66	2,436.00	-1,774.34	27.2%
254-220 · Social Security	1,473.15	3,106.00	-1,632.85	47.4%
254-231 · Worker's Comp	71.77	252.00	-180.23	28.5%
254-241 · OR-PFL	77.02	162.00	-84.98	47.5%
254-322 · Repairs and Maintenance	18,445.58	35,000.00	-16,554.42	52.7%
254-324 · Rental	3,822.00	7,500.00	-3,678.00	51.0%
254-325 · Electricity	7,997.56	19,000.00	-11,002.44	42.1%

01/08/25

Accrual Basis

Luckiamute Valley Charter Schools
Profit & Loss Budget vs. Actual_All Funds
July through December 2024

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
254-326 · Fuel		1,000.00	-1,000.00	
254-327 · Water	1,432.41	5,000.00	-3,567.59	28.6%
254-328 · Garbage	3,177.10	5,400.00	-2,222.90	58.8%
254-329 · Other property services	3,807.00	15,000.00	-11,193.00	25.4%
254-351 · Telephone		7,000.00	-7,000.00	
254-410 · Supplies	2,584.98	15,000.00	-12,415.02	17.2%
254-460 · Non-consumables	349.29	10,000.00	-9,650.71	3.5%
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	11,042.39	5,000.00	6,042.39	220.8%
Total 2540 · Plant services	92,420.87	208,601.00	-116,180.13	44.3%
2550 · Transportation				
255-331 · Transportation	19,030.55	60,000.00	-40,969.45	31.7%
Total 2550 · Transportation	19,030.55	60,000.00	-40,969.45	31.7%
Total 2500 · Support services-business	190,052.77	631,726.00	-441,673.23	30.1%
2660 · Technology Services				
266-112 · Classified Salaries	9,000.00	18,000.00	-9,000.00	50.0%
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	792.27	1,377.00	-584.73	57.5%
266-241 · OR-PFL		72.00	-72.00	
266-361 · Service Area Direction		1,000.00	-1,000.00	
Total 2660 · Technology Services	9,823.03	26,029.00	-16,205.97	37.7%
Total 2000 · SUPPORT SERVICES	495,562.26	1,279,611.13	-784,048.87	38.7%
3000 · ENTERPRISE & COMMUNITY				
3120 · Food Services				
312-112 · Classified Salary	18,904.08	46,140.00	-27,235.92	41.0%
312-211 · PERS-Employer	1,755.07	11,074.00	-9,318.93	15.8%
312-212 · PERS-EPPT	420.72	2,768.00	-2,347.28	15.2%
312-220 · Social Security/Medicare	1,461.03	3,530.00	-2,068.97	41.4%

01/08/25

Accrual Basis

Luckiamute Valley Charter Schools
Profit & Loss Budget vs. Actual _All Funds
July through December 2024

	Jul - Dec 24	Budget	\$ Over Budget	% of Budget
312-231 · Workers Comp	70.82	286.00	-215.18	24.8%
312-240 · Health Insurance	3,530.80	12,658.00	-9,127.20	27.9%
312-241 · OR-PFL	76.10	277.00	-200.90	27.5%
312-410 · Supplies	291.32	1,000.00	-708.68	29.1%
312-450 · Food	34,082.78	72,750.00	-38,667.22	46.8%
312-460 · Non Consumables		1,000.00	-1,000.00	
312-640 · Dues and Fees	2,766.00	500.00	2,266.00	553.2%
Total 3120 · Food Services	63,553.47	151,983.00	-88,429.53	41.8%
Total 3000 · ENTERPRISE & COMMUNITY	63,553.47	151,983.00	-88,429.53	41.8%
4000 · FACILITIES ACQUISITION & CONSTR				
4150 · Building Acq, const, impr. Ser		27,000.00	-27,000.00	
415-520 · Building Improvements	2,600.00	10,000.00	-7,400.00	26.0%
415-530 · Improvements-Other				
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	1,322,680.16	3,569,064.13	-2,246,383.97	37.1%
Net Ordinary Income	426,226.58	-75,277.13	501,503.71	-566.2%
Net Income	426,226.58	-75,277.13	501,503.71	-566.2%

Luckiamute Valley Charter Schools
Balance Sheet
As of December 31, 2024

01/08/25
Accrual Basis

	Dec 31, 24
ASSETS	
Current Assets	
Checking/Savings	
.1000 · Operating Account 7001075924	565,664.87
.1002 · Food Service-144000940	21,746.40
.1006 · Money Market -7566012082	363,443.36
1072 · Bill.com Money Out Clearing	-38.98
Total Checking/Savings	950,815.65
Accounts Receivable	
.1200 · Accounts Receivable	77,834.65
Total Accounts Receivable	77,834.65
Other Current Assets	
.1110 · Prepaid Expenses	9,212.10
2121 · Payroll Asset	-0.33
Total Other Current Assets	9,211.77
Total Current Assets	1,037,862.07
TOTAL ASSETS	1,037,862.07
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
1703 · Credit Card at Elan Financial	4,224.63
Total Credit Cards	4,224.63
Other Current Liabilities	
.2100 · Payroll Liabilities	34,512.38
2110 · Direct Deposit Liabilities	9,570.88
Total Other Current Liabilities	44,083.26

Luckiamute Valley Charter Schools
Balance Sheet
As of December 31, 2024

01/08/25
Accrual Basis

	Dec 31, 24
Total Current Liabilities	<u>48,307.89</u>
Total Liabilities	48,307.89
Equity	
3000 · Fund Balance	489,160.74
3900 · Retained Earnings	74,166.86
Net Income	<u>426,226.58</u>
Total Equity	<u>989,554.18</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,037,862.07</u></u>

Luckiamute Valley Charter Schools
Profit & Loss
December 2024

	Dec 24
Ordinary Income/Expense	
Income	
49900 · Uncategorized Income	77,859.15
R1200 · District Pass-Thru	863.43
R1510 · Earnings on Investments	727.15
R1600 · Food Service Sales	
R1990 · Miscellaneous	98.00
R3101 · State School Funds	218,926.99
R3102 · OR Free Expanded Eligible (EIG)	525.32
R3299 · Other Restricted State Gr	280.30
R4500 · Restricted Rev. from Fed	3,086.22
Total Income	302,366.56
Gross Profit	302,366.56
Expense	
1000 · 1000-INSTRUCTION	
1100 · Regular Programs	
1111 · Elementary Grades K-5	
111-111 · Licensed Salaries	35,578.87
111-112 · Classified Salaries	7,375.02
111-121 · Substitute Salaries	5,896.84
111-131 · Extra Duty Salaries	600.00
111-211 · PERS-Employer	13,117.33
111-212 · PERS-EPPT	3,074.96
111-220 · Social Security	2,980.01
111-231 · Worker's Comp	560.08
111-240 · Health Insurance	7,196.71
111-241 · OR-PFL	219.54
111-355 · Printing	434.19
111-399 · Purchased Services	365.00
111-410 · Supplies	1,247.08
111-460 · Non-Consumables	660.43
Total 1111 · Elementary Grades K-5	79,306.06

Luckiamute Valley Charter Schools

Profit & Loss

December 2024

01/08/25
Accrual Basis

Dec 24

1121 · Middle Programs 6-8	
121-111 · Licensed Salaries	20,070.01
121-112 · Classified Salaries	3,165.01
121-121 · Substitute Salary	1,430.11
121-211 · PERS-Employer	6,241.86
121-212 · PERS-EPPT	1,496.26
121-220 · Social Security	1,893.88
121-231 · Workers Comp	236.38
121-240 · Health Insurance	3,165.40
121-241 · OR-PFL	93.26
121-355 · Printing	198.28
121-410 · Consumables	488.24
121-420 · Textbooks	9.99
121-460 · Non-consumable	80.00
Total 1121 · Middle Programs 6-8	38,568.68
Total 1100 · Regular Programs	117,874.74
1250 · Special Programs	
125-111 · Certified Salaries	5,100.33
125-112 · Classified Salaries	5,440.67
125-121 · Substitute Salaries	300.96
125-211 · PERS Employer	3,658.24
125-212 · PERS-EPPT	876.92
125-220 · Social Security	725.76
125-231 · Workers Comp	138.88
125-240 · Health Insurance	1,800.00
125-241 · OR-PFL	50.87
125-340 · Travel	65.00
125-410 · Consumables	17.49
Total 1250 · Special Programs	18,175.12
1270 · Title I	
127-111 · Licensed Salaries	5,321.08
127-211 · PERS	1,650.20
127-212 · PERS-EPPT	355.26

Luckiamute Valley Charter Schools
Profit & Loss
December 2024

	Dec 24
127-220 · Social Security	597.16
127-231 · Worker's Comp	59.94
127-240 · Health Insurance	600.00
127-241 · OR-Paid Family Leave	23.68
127-410 · Consumable Supplies	15.53
Total 1270 · Title I	8,622.85
Total 1000 · 1000-INSTRUCTION	144,672.71
2000 · SUPPORT SERVICES	
2100 · Support Services - Students	
2113 · Social Work Services	
211-111 · Licensed Salaries	5,321.08
211-211 · PERS-Employer	1,331.87
211-212 · PERS-EPPT	319.26
211-220 · Social Security	822.57
211-231 · Workers Comp	5.18
211-240 · Health Insurance	1,060.70
211-241 · OR-PFL	20.28
211-341 · Travel	20.87
211-410 · Consumables	49.04
Total 2113 · Social Work Services	8,950.85
Total 2100 · Support Services - Stude...	8,950.85
2230 · Assessment and Testing	
223-312 · Testing Services	5,497.81
Total 2230 · Assessment and Testing	5,497.81
2310 · School Board	
231-640 · Dues and Fees	2,405.00
Total 2310 · School Board	2,405.00
2410 · School Administration	
241-112 · Confidential Salaries	5,873.45

Luckiamute Valley Charter Schools
Profit & Loss
December 2024

01/08/25
Accrual Basis

	Dec 24
241-113 · Administrator salaries	14,766.66
241-131 · Extra Duty Salary	583.33
241-211 · PERS-Employer	3,836.74
241-212 · PERS-EPPT	406.41
241-220 · Social Security	1,389.90
241-231 · Workers Comp	230.10
241-240 · Health Insurance	2,300.00
241-241 · OR-PFL	57.44
241-351 · Telephone	253.35
241-353 · Postage	15.31
241-390 · Professional Development	134.65
241-410 · Consumables	608.97
241-640 · Dues and Fees	293.41
Total 2410 · School Administration	30,749.72
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	889.76
252-231 · Workers Comp	88.80
252-240 · Health-Employer	526.52
252-241 · OR-PFL	33.77
252-381 · Audit Services	350.00
252-410 · Supplies	9.73
Total 2520 · Fiscal services	12,435.17
2540 · Plant services	
254-112 · Classified Salaries	2,444.81
254-131 · Extra Duty Plant Services	708.33
254-211 · PERS-Company	360.79
254-212 · PERS-EPPT	86.49
254-220 · Social Security	187.02
254-231 · Worker's Comp	30.18
254-241 · OR-PFL	9.78

Luckiamute Valley Charter Schools
Profit & Loss
December 2024

	Dec 24
254-322 · Repairs and Maintena...	299.00
254-324 · Rental	637.00
254-325 · Electricity	2,408.74
254-327 · Water	235.92
254-328 · Garbage	474.82
254-329 · Other property services	497.00
254-410 · Supplies	286.63
254-460 · Non-consumables	209.99
254-541 · Equipment	6,344.96
Total 2540 · Plant services	15,221.46
2550 · Transporation	
255-331 · Transportation	8,675.95
Total 2550 · Transporation	8,675.95
Total 2500 · Support services-business	36,332.58
2660 · Technology Services	
266-112 · Classified Salaries	1,500.00
266-220 · Social Security	114.75
266-231 · Workers Comp	13.89
Total 2660 · Technology Services	1,628.64
Total 2000 · SUPPORT SERVICES	85,564.60
3000 · ENTERPRISE & COMMUNITY	
3120 · Food Services	
312-112 · Classified Salary	3,641.17
312-121 · Substitute	137.75
312-211 · PERS-Employer	713.65
312-212 · PERS-EPPT	171.07
312-220 · Social Security/Medicare	289.09
312-231 · Workers Comp	31.33
312-240 · Health Insurance	882.70
312-241 · OR-PFL	14.83

Luckiamute Valley Charter Schools
Profit & Loss

December 2024

01/08/25
Accrual Basis

	Dec 24
312-410 · Supplies	39.99
312-450 · Food	6,032.09
Total 3120 · Food Services	11,953.67
Total 3000 · ENTERPRISE & COMMUNITY	11,953.67
6560 · Payroll Expenses	-0.60
Total Expense	242,190.38
Net Ordinary Income	60,176.18
Net Income	60,176.18

Dallas Community School

Financial Report - Q2, October 2024 to December 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	\$1,326,387.75	\$0.00	\$0.00
Live Oak Bank CD	\$204,667.75	\$205,550.84	\$206,409.07	\$207,299.67	\$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	OCT 2024	NOV 2024	DEC 2024	Actual YTD	Budget YTD	Annual Budget	% Over
State School Funding	\$190,924.67	\$0.00	\$0.00	\$954,623.35	\$801,759.40	\$2,405,278.20	
Interest Income	\$890.60	\$0.00	\$0.00	-		-	-%
Restricted Grants	\$0.00	\$0.00	\$0.00	-		-	-%
Misc. Income	\$0.00	\$0.00	\$0.00	-		-	-%
Total Revenue	\$191,815.27	\$0.00	\$0.00				

General Fund - Expenditures by Object Code							
	OCT 2024	NOV 2024	DEC 2024	Actual YTD	Budget YTD	Annual Budget	BVA%
100 Salaries	\$73,061.64	\$0.00	\$0.00	\$316,266.89	\$724,934.51	\$1,041,201.40	30.38%
200 Associated Payroll	\$45,661.85	\$0.00	\$0.00	\$167,080.21	\$405,191.35	\$572,271.56	29.20%
300 Services	\$16,031.54	\$0.00	\$0.00	\$132,293.64	\$330,604.86	\$462,898.50	28.58%
400 Supplies and Materials	\$299.05	\$0.00	\$0.00	\$21,746.08	\$63,253.92	\$85,000.00	25.58%
411 K-8 Allotments	\$11,489.11	\$0.00	\$0.00	\$23,016.61	\$126,983.39	\$150,000.00	15.34%
500 Equipment/Facility	\$0.00	\$0.00	\$0.00	\$5,089.00	\$11,911.00	\$17,000.00	29.94%
600 Dues & Fees	\$1,988.17	\$0.00	\$0.00	\$34,512.14	\$13,487.86	\$48,000.00	71.90%
Total Expenditures	\$148,531.36	\$0.00	\$174,488.93	\$700,004.57	\$1,676,366.89	\$2,376,371.46	

SIA - Expenditures by Object Code							
	OCT 2024	NOV 2024	DEC 2024	Actual YTD	Budget YTD	Annual Budget	BVA%
100 Salaries	\$8,760.36	\$0.00	\$0.00	\$18,389.80	\$89,538.11	\$107,927.91	17.04%
200 Associated Payroll	\$761.10	\$0.00	\$0.00	\$2,409.62	\$39,848.73	\$42,258.35	5.70%
300 Services	\$637.00	\$0.00	\$0.00	\$667.86	\$28,332.14	\$29,000.00	2.30%
400 Supplies and Materials	\$0.00	\$0.00	\$0.00	\$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%
Total Expenditures	\$10,158.46	\$0.00	\$0.00	\$22,515.28	\$159,970.98	\$182,486.26	

Notes from the Business Office

Revenue Highlights:

- This month, we received our regular state pass-through payment of \$190,924.67. Additionally, our bank balance reflects loan funds of \$590,147.00. While this amount is not categorized as revenue since it is designated for an ongoing construction project, I am working with our accountant to determine the best way to present this information in board reports for clarity and accuracy.

Expenditures Highlights:

- In October, expenditures for object codes 100, 200, 300, and 400—covering salaries, payroll-related costs, services, supplies, and materials—are tracking as expected at an average of 30% of the annual budget. We anticipate that 411-K-8 allotments will continue to increase during the winter months. Meanwhile, object codes 500 and 600 reflect higher expenses due to larger upfront payments, which are typical at the start of the fiscal year. Overall, our financial position remains aligned with budgetary goals.

Restricted Grant Highlights:

- I'm enhancing this section based on recent work with ODE to refine our Outcomes and Strategies for the Integrated Grant Program. We'll present the updated budget and reporting system in the near future.

**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 December 5, 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. December 5, 2024 Agenda
 - b. November 7, 2024 Minutes
3. Review Agreements:
 - a. DCS Board Member Code of Conduct
4. Public Comment:
5. Treasurer's Report - Brian McCoy/Erin Miller
 - a. October 2024 Financials
6. Director Report - Andy Johnson
 - a. Enrollment
 - b. Facilities Update
 - c. Accreditation Update
 - d. District Partnerships
 - e. Strategic Plan Development
 - f. Calendar Review - DEC, JAN, FEB
7. Board Discussion and Action:
 - a. January Meeting-Move to 1/9/2025
 - b. New Building Tour
8. Adjourn

Next Meeting: January, 2025 @ 5:30 PM

Board Meeting Minutes for Thursday, November 7, 2024 @ 5:30 p.m.

PLEASE NOTE: IN PERSON & ON VIDEO CONFERENCE

Date: November 7, 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, Doug Akin
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:** Erin M. made a motion to approve the consent agenda; Jess M. seconded the motion. The motion passed unanimously.
 - a. November 7, 2024 Agenda
 - b. October 3, 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. reviewed the October financials and suggested adding a discussion on reserve fund utilization to next month's budget agenda. The board engaged in some discussion on the topic, though no decisions were made. Wendy S. recommended preparing a proposal for review at the December meeting.
6. **Director Report - Andy Johnson**
 - a. **Enrollment:** Andy J. reported that the school has enrolled 8 new students, resulting in a net gain of 4 students overall. The board discussed the 10-day drop

policy and considered specific needs related to supporting an unhoused student.

- b. **Facilities/Lending Update:** Andy J. shared that the loan has officially been secured. He gave an update on the current construction phase, detailing some of the new features being installed, including a water bottle refill station and a glass window for Rhonda H.'s office. For the logo update, Andy J. explained that we're refreshing the colors of DCHS to a deeper, more mature tone, with Tina Umbel doing the design work for us. There was also some discussion around mascot options. No decisions were made.

Although there's a minor delay in obtaining some glass materials, the construction timeline remains on track, largely due to the exceptional work from Blue Spruce Construction. There's been a slight adjustment in office assignments: Toni H. will be moving into the admin office, and the administrative team will relocate to a newly designated space. This change better aligns with our confidentiality needs of the counseling office.

Additionally, Andy J. mentioned that we may use some grant funds to install fencing and an overhead door for the CTE classes.

- c. **Strategic Plan Development:** Andy J. presented an overview of the strategic plan timeline, sharing that additional details will be discussed with the board at the next meeting. He walked through the key phases, with the plan scheduled for finalization in May 2025 and implementation anticipated to begin in August 2025.
- d. **Staff Update:** Andy J. reported that we now have an updated sub list available for staff to use when they need coverage. He has made it a priority to contact a substitute first before assigning coverage to other staff members. He also shared that this month's staff highlight is Chelsea H., who has been actively engaging in professional development, with Andy providing mentorship along the way. Chelsea has shown great initiative in identifying areas for growth and is dedicated to improving her skills. Dawn A. added that the Cognia process naturally supports reflection and improvement across the team. We also want to recognize our custodian, who's doing a fantastic job and will now be working the 12-8 p.m. shift.

- e. **Calendar Review:** (DEC, JAN, FEB) Andy J. reviewed the calendar and provided an update on the upcoming exhibition.

Andy J. provided an update on Cognia progress. Two additional sections have been submitted. Toni H. and Andy J. are meeting regularly to review each section and assign responsibilities for data collection. Andy J. recently spoke with staff regarding the first data-collection survey. Dawn A. and Andy J. are conducting

observations as part of this process. Currently, all aspects are underway. Bill C. and Andy J. have reviewed all standards, and Andy J. is clear on the evidence required for submission.

Andy J. met with Steve S. to discuss the charter renewal process, and Andy J. confirmed that everything is on track and will focus on preparing the letter of intent to renew. Christy P. is currently reviewing the necessary requirements for the renewal. Wendy S. inquired about the timing for the district board meeting, which is tentatively scheduled for March, though final details are still being worked out.

Andy J. provided an update on the recent security incident, explaining we're reviewing current protocols. He noted that the experience revealed some areas for improvement. Plans are underway to enhance staff training during the August 2025 in-service, which will include a lockdown drill. A "secure status" drill with students will also be scheduled for November 2025. Andy mentioned the possibility of conducting active shooter drills, with research and resources provided by the Willamette Education Service District (WESD).

Andy J. has met with Scott B. and is working to complete a threat assessment through the state of Oregon. Erin M. raised a concern about managing student safety during lunch periods, specifically how students can't re-enter the building during a lockdown. Andy J. explained the current approach and noted that adjustments are still in progress.

7. Board Discussion and Action:

- a. **Community 101:** Andy J. shared the background of the school's involvement with Community 101 through the Oregon Community Foundation, originally introduced by Jamie R. Andy J. led the program in its first year, with Toni H. taking over last year and continuing to lead it this year. Toni H. explained the program, where high school students select a cause—in this case, homelessness—research local nonprofits, and award grants to those addressing the issue.

The program sparked a meaningful discussion, including concerns about public perception due to the political sensitivity around homelessness. Andy J. clarified that while students chose homelessness as their focus, Community 101 will select the organizations working in this area, ensuring no direct political association for the students. Wendy S. noted that the school's ongoing involvement with Community 101 could strengthen future grant applications with the Oregon Community Foundation. Brian M. motioned to approve the program, Wendy S. seconded, and the motion passed unanimously.

- b. **ASPIRE Grant:** Toni H. recently submitted an application for the ASPIRE grant, a statewide Career and Readiness Program that now includes expanded

educational resources. She highlighted the program's benefits, noting that an ASPIRE designation has become increasingly competitive. If accepted, this designation will enhance our program offerings, supporting both middle and high school students. Erin M. motioned to approve, Jess M. seconded, and the motion passed unanimously.

- c. **Updated DCHS Calendar:** Toni H. discussed the need to add an extra grading day on December 20th. After board discussion, Doug A. motioned to adopt the proposed updated calendar for the high school. Jess M. seconded, and the motion passed.

8. Adjourn: 7:13 PM

Next meeting: Thursday, December 5, 2024 @ 5:30 PM