



YAMHILL CARLTON SCHOOL DISTRICT

120 N. Larch Place - Yamhill, OR 97148 | PH: 503-852-6980 - FX: 503-662-4931 | www.ycsd.k12.or.us

BOARD OF DIRECTORS

REGULAR SESSION AGENDA

LOCATION: YCSD BOARDROOM: 120 N. LARCH PL. YAMHILL OR 97148

Or VIA ZOOM <https://us06web.zoom.us/j/91341315065>

Password: sW66uH

Thursday, March 13, 2025

Regular Session: 6:00pm

AGENDA

- I. Call to Order Regular Session**
- II. Flag Salute**
- III. Individuals, Delegations, Recognitions, and Communications**
 - A. YCIS – Student Spotlight – Verbal Report
 - B. YCHS – Student Body – Verbal Report
 - C. YCHS - Tanner Smith & Brad Post – Verbal Report
 - D. YCIS – Amanda Dallas & Chad Tollefson - Verbal Report
 - E. YCES - Amanda Dallas – Verbal Report

Public Comment – The Board welcomes you to its monthly meeting. We ask that you complete an Intent to Speak Form by sending an email to the Board Secretary at brownm@ycschools.org. The Board will receive public comments at this time but will defer issues to the appropriate administrator. During public comment, the Board listens but neither discusses, nor responds to questions and concerns. Speakers are limited to three minutes.

- IV. Review of Agenda (Action Item)**
- V. Regular Session – Consent Agenda (Action Item)**
 - A. Approval of Board of Directors Minutes
 - 1. Regular Session Minutes: 2/13/2025
 - 2. Work Session Minutes: 2/27/2025
 - B. Personnel
 - C. Enrollment
 - D. Donations
 - E. Surplus
- VI. Announcements and Reports**
 - A. Superintendent's Report – Clint Raever – Verbal Report
 - B. District Facilities Report – Ian Barr – Verbal Report
 - C. Financials and List of Bills for February 2025 – Tami Zigler (Action Item)
- VII. New Business**
 - A. Approve 2025-2026 Academic Calendar (Action Item)
 - B. Adopt Personnel Action Resolution (Action Item)
 - C. Integrated Guidance Needs Assessment Report
 - D. Adopt New and Updated Policies (Action Item):
 - 1. Nondiscrimination and Civil Rights (AC)
 - 2. Graduation Requirements (IKF)
 - 3. Suspected Sexual Conduct with Students and Reporting Requirements (GBNAA/JHFF & JHFF/GBNAA)
 - 4. Medications (JHCD)
 - 5. Community Use of District Facilities (KG)

Note: Unless approved, Regular Meetings of the Board of Directors will be no longer than 3 hours in length at any single session. **INTERPRETERS FOR THE HEARING IMPAIRED:** To request interpreter services for this meeting call 503-852-6980 at least 24 hours prior to the meeting.

VIII. Board of Directors Comments

IX. Executive Session

Note: this is not part of the public meeting. The board will meet in Executive (closed) Session under ORS 192.660(2) (i) Performance Evaluations of Public Officers and Employees.

X. Adjournment



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Thursday, February 13, 2025

Regular Session: 6:00pm

MINUTES

I. Call to Order Regular Session

E. Galyean called the meeting to order at 6:00pm.

I. Flag Salute

II. Individuals, Delegations, Recognitions, and Communications

A. YCHS - Tanner Smith & Brad Post – Verbal Report

-T. Smith reported.

-J term statistics show that of 47 incomplete grades, 33 were brought to a passing grade.

-The majority of those still not passing were in Math. The schedule was restructured to add another Math A class for those still struggling in that subject.

-A new mental health counselor, Jordan Ruiz, has joined the staff. She is from Yamhill County Health and Human Services. She will be working at the high school two days a week.

-A new positive school culture recognition program has been launched, highlighting district values like commitment, integrity, compassion, and resiliency.

-State testing dates for math, science, and English are being finalized.

-The master schedule for Fall of 2025 is already being worked on.

-B. Post reported.

-Winter sports are winding down.

-The girls' wrestling regional tournament has been condensed to one day due to bad weather.

-The boys' wrestling team is preparing for districts.

B. YCHS – Student Body – Verbal Report

-T. Smith reported on behalf of the student body.

-The leadership team has been working on new bulletin boards with positive messages and canvas photos of students in their classes to display around the school.

-The student council is applying for a national student council merit award.

C. YCIS-YCHS Student Spotlight

-Nikita Johnson-Williams, the music teacher, advocated for expanding the music program to include an elementary music teacher.

-She highlighted the benefits of music education for developing listening skills, problem-solving, motor coordination, memory retention, teamwork, self-expression, and leadership.

-She stated that many of the middle schoolers are starting at kindergarten standards in music, which hinders their progress.

-She emphasized the need for earlier music education to build a strong foundation and improve performance confidence.

-She stated the students are doing really phenomenal things, and she is proud of them for getting three grade levels worth of content within the semester.

-She has a five-year plan of being able to do festivals, and would love to be able to go to state for the middle school and high school groups, but needs the support to make the program grow to that level.

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D. YCIS – Amanda Dallas & Chad Tollefson - Verbal Report

- A.Dallas provided a slideshow with updates on benchmark testing and student leadership activities.
- A.Dallas highlighted improvements on tardies and hallway behavior.
- Staff participated in a new activity to foster relationships with students. It was really well received and they may do it for staff as well.

E. YCES - Amanda Dallas – Verbal Report

- A.Dallas provided a slideshow with updates on benchmark testing and events happening at YCES.
- M.Bishop discussed the process of reviewing benchmark data with staff to identify areas of growth and support.
- The elementary school celebrated Valentine's Day, Hundreds Day, and hosted a family Bingo Night.

Public Comment – The Board welcomes you to its monthly meeting. We ask that you complete an Intent to Speak Form by sending an email to the Board Secretary at brownm@ycschools.org. The Board will receive public comments at this time but will defer issues to the appropriate administrator. During public comment, the Board listens but neither discusses, nor responds to questions and concerns. Speakers are limited to three minutes.

III. Review of Agenda (Action Item)

- M.Brown stated the agenda has been amended to remove the Student Investment Account Plan Change.
- J.Dumdi motioned to approve the agenda as amended. K.Watson seconded. All in favor. Motion passes.

IV. Regular Session – Consent Agenda (Action Item)

A. Approval of Board of Directors Minutes

1. Regular Session Minutes: 1/9/2025
2. Work Session Minutes: 1/23/2025

B. Personnel

C. Enrollment

D. Donations

E. Surplus

J.Dumdi motioned to approve the consent agenda as presented. J.Egland seconded. All in favor. Motion passes.

V. Announcements and Reports

A. Superintendent's Report – Clint Raever – Verbal Report

- C.Raever reported on the OASBO conference that he and T.Zigler attended this week.
- C.Raever gave an update on the plan for updating the district's Division 22 Substance Abuse Prevention Program, the English Learners Outcome Program, instructional rounds, and the upcoming newsletter.
- C.Raever shared the spreadsheet of the priority list that has been created based what was discussed in the work session.

B. District Facilities Report – Ian Barr – Verbal Report

- I.Barr was not present to report.
- C.Raever stated they are working on getting the gate returns finished.
- T.Zigler stated they are putting in a water filling station at the 91 building, working on some CTE changes for welding and dust collection, and have placed the purchase order for the exterior lighting project.

C. Financials and List of Bills for January 2025 – Tami Zigler (Action Item)

- T.Zigler noted the transportation budget is off due to an issue with invoicing. They are working on rectifying the issue. The projection is actually around \$75,000 under plan.

-J.Dumdi motioned to approve the financials and list of bills for January 2025 as presented. J.Egland seconded. All in favor. Motion passes.

VI. New Business

A. Request for Rocketry Team to Travel Out of State to Sheboygan, Wisconsin and Randsburg, California (Action Item)

-J.Slavish requested approval from the board for out of state travel for two trips the rocketry team would like to take. One to Sheboygan, Wisconsin from May 8th to the 11th and the other to Randsburg, California May 14th to the 18th.

-The group going to Sheboygan would be around five students and the group going to Randsburg would be around eleven students.

-K.Watson motioned to approve the rocketry team's request for out of state travel to Sheboygan, Wisconsin and Randsburg, California. J.Dumdi seconded. All in favor. Motion passes.

B. S.A.S Team Member Approval (Action Item)

-C.Tollefson stated they have one more member, Sheryl Rindel, for the board to approve for the S.A.S. team. She is the counselor through Family and Youth Services.

-J.Dumdi motioned to approve the nomination of Sheryl Rindel as a S.A.S. team member. K.Watson seconded. All in favor. Motion passes.

C. Budget Committee Appointment (Action Item)

-T.Zigler stated Position 1 and 2 are open for the budget committee this year. The district solicited applications from community members. They received only one applicant for each position, Kelsey Freese and Roy Durfee.

-J.Dumdi motioned to approve the appointment of new budget committee members, Kelsey Freese and Roy Durfee. K.Watson seconded. All in favor. Motion passes.

D. Resolution to Transfer Appropriations to Capital Projects Fund (Action Item)

-T.Zigler presented resolution 2025-02 to move \$400,000 from the contingency fund to the capital projects fund to help with future planning for the district's facility projects.

-J.Dumdi motioned to approve the transfer of appropriations to the capital projects fund resolution as presented. K.Watson seconded. All in favor. Motion passes.

~~E. Student Investment Account Plan Change (Action Item)~~

F. 2025-2027 WESD Local Service Plan Resolution (Action Item)

-C.Raever presented the resolution for the local service plan through the WESD. The district contracts with them for various services. This resolution shows what services are available. The specific services the district will use will be determined at a later date and presented to the board.

-K.Dumdi motioned to approve the 2025-2027 WESD local service plan resolution as presented. J.Egland seconded. All in favor. Motion passes.

G. First Read of Policies:

1. Graduation Requirements (IKF)
2. Suspected Sexual Conduct with Students and Reporting Requirements (GBNAA/JHFF & JHFF/GBNAA)

3. Medications (JHCD)
4. Community Use of District Facilities (KG)

-C.Raever presented the changes to the policies related to graduation requirements, sexual conduct, medications, and facilities use.

H. Adopt New and Updated Policies (Action Item):

1. Nondiscrimination and Civil Rights (AC)

Footnote 2 has to be removed.

-M.Brown stated OSBA has made a small change to the AC policy and that footnote two should be removed. She asked that the board postpone the adoption of this policy until the next board meeting in order for her to make that change.

-K.Watson motioned to postpone the adoption policy AC as presented. J.Dumdi seconded. All in favor. Motion passes.

I. New and Updated AR Policies

1. Medications (JHCD-AR)
2. Community Use of District Facilities (KG-AR)

-C.Raever presented the board with the new medication AR policy and the updated community use of district facilities AR.

VII. Board of Directors Comments

VIII. Adjournment

E.Galyean adjourned the meeting at 7:26pm.



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Password: sW66uH

Thursday, February 27, 2025

Work Session: 6:00pm

Board members present: *Erin Galyean, Susan FitzGerald, Jami Egland, Ken Watson, J.Dumdi*

D/O members present: *Clint Raever, Mary Brown*

MINUTES

I. Call to Order Work Session

E.Galyean called the meeting to order at 6:00pm.

II. Flag Salute

III. Review of Board Goals

-The board discussed their progress on the 2024-2025 goals.

-The board agreed that they are meeting the first goal. They will continue to do so by monitoring the progress of the prioritized facilities projects.

-The board discussed the importance of community engagement in this area and explore the possibility of hosting open house events to showcase facilities projects and gather community feedback.

-The board agreed that the second goal has been met by successfully implementing the communication plan. The next step is to monitor its successful implementation.

-To determine if the third goal is being met, the board reviewed the strategic plan monitoring tool presented by C.Raever. Based on the information provided, the board agreed this goal is also being met, but emphasized the need for regular monitoring and better data collection and analysis in some areas of the plan.

I. Executive Session

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-At 7:22pm, K.Watson motioned for the board go into executive session. S.FitzGerald seconded. All in favor. Motion carried.

-At 10:10pm, S.FitzGerald motioned for the board to return to open session. J.Dumdi seconded. All in favor. Motion carried.

IV. Adjournment

E.Galyean adjourned the meeting at 10:10pm.

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Yamhill Carlton School District Human Resources Board Report March 13, 2025



New Hires

Kara Corrigan, YCIS Track Coach

Joylin Kent, YCIS Track Coach

Resign/Retire/Term Employees

Angela Ortiz, 6th Grade Teacher

Brad Post, YCHS Assistant Principal / Athletic Director

Sarah Roy, 5th Grade Teacher

Current Employees: Position Changes

None

Open Positions For 2025-2026

YCES Principal

YCHS Assistant Principal / Athletic Director

YCSD Instructional Assistant Behavior/Life Skills

Yamhill Carlton School District Enrollment Report

February

2025

District Enrollment for 2024-25 School Year

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YCES	274	273	274	271	274	273				
YCIS	367	367	370	370	369	362				
YCHS	281	278	275	274	273	272				
Alliance	172	168	171	172	173	170				
Total	1,094	1,086	1,090	1,087	1,089	1,077	-	-	-	-
23/24 Total	1,101	1,101	1,093	1,090	1,088	1,080	1,083	1,087	1,098	1,094
22/23 Total	1,118	1,110	1,108	1,098	1,098	1,103	1,098	1,102	1,106	1,096
21/22 Total	1,029	1,028	1,038	1,032	1,029	1,028	1,023	1,023	1,022	1,016
20/21 Total	1,067	1,064	1,064	1,063	1,054	1,038	1,048	1,039	1,028	1,043
19/20 Total	1,060	1,067	1,065	1,060	1,053	1,043	1,034	1,045	1,045	1,044

YCES Enrollment for 2024-25 School Year

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Kindergarten	57	57	58	58	57	57				
1st Grade	72	70	70	70	72	72				
2nd Grade	75	76	77	76	76	76				
3rd Grade	70	70	69	67	69	68				
24/25 Total	274	273	274	271	274	273	-	-	-	-
23/24 Total	284	284	282	279	280	282	285	288	290	291
22/23 Total	301	297	299	299	297	297	298	304	306	307
21/22 Total	265	269	271	264	273	274	270	268	268	266
20/21 Total	231	229	230	228	225	221	225	223	223	223
19/20 Total	362	365	366	361	363	361	358	364	367	366

YCIS Enrollment for 2024-25 School Year

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
4th Grade	72	71	73	73	73	71				
5th Grade	91	90	87	88	87	87				
6th Grade	53	54	55	55	55	54				
7th Grade	76	75	77	76	76	72				
8th Grade	75	77	78	78	78	78				
24/25 Total	367	367	370	370	369	362	-	-	-	-
23/24 Total	348	344	345	345	345	348	352	355	361	360
22/23 Total	332	329	330	325	322	328	322	321	325	324
21/22 Total	343	342	347	349	351	348	343	347	349	345
20/21 Total	291	287	276	276	272	273	282	291	282	282
19/20 Total	308	312	311	313	307	303	303	307	307	307

For FY 18/19 19/20, the 4th grade was counted at YCES.

YCHS Enrollment for 2024-25 School Year

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
9th Grade	66	65	64	64	64	63				
10th Grade	71	70	70	70	71	70				
11th Grade	71	70	69	70	68	68				
12th Grade	73	73	72	70	70	71				
Transition	-	-	-	-	-	-				
24/25 Total	281	278	275	274	273	272	-	-	-	-
23/24 Total	289	292	283	283	281	271	269	268	270	270
22/23 Total	293	290	288	284	290	285	286	285	284	278
21/22 Total	284	283	285	285	278	281	281	278	276	277
20/21 Total	290	290	292	290	290	290	291	291	276	291
19/20 Total	299	300	298	295	295	290	286	287	284	284

Alliance Academy Enrollment 2024-25

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Kindergarten	18	18	20	21	21	23				
1st Grade	15	14	14	14	15	14				
2nd Grade	22	20	20	20	20	20				
3rd Grade	23	22	22	22	21	21				
4th Grade	32	33	34	34	34	32				
5th Grade	15	15	15	15	15	15				
6th Grade	18	17	18	18	18	17				
7th Grade	16	17	16	16	16	15				
8th Grade	10	8	8	8	9	10				
9th Grade	2	2	2	2	2	2				
10th Grade	-	-	-	-	-	-				
11th Grade	-	1	1	1	1	-				
12th Grade	1	1	1	1	1	1				
24/25 Total	172	168	171	172	173	170	-	-	-	-
23/24 Total	180	181	183	183	182	179	177	176	177	173
22/23 Total	192	194	191	190	189	193	192	192	191	187
21/22 Total	137	134	135	134	127	125	129	130	129	128
20/21 Total	255	258	266	269	267	254	250	234	247	247
19/20 Total	91	91	91	92	89	90	88	88	88	88

For FY 18/19 19/20, the 4th grade was counted at YCES.



DONATIONS

March 2025

6 th Grade Outdoor Fund	Nancy Thornton	\$155.00
6 th Grade Outdoor Fund	Earl and Nicole Wood	\$50.00
BINGO Raffle Prizes	Various Donors	Various Values

SURPLUS

YCDS Four Floor Cleaners

Mission

The Yamhill-Carlton School District champions the growth of its students. Our students recognize their individual strengths and talents, overcome their challenges, grow past proficiency, and succeed in their aspirations so each may contribute positively to a local and global society.



To: Board of Directors – Yamhill Carlton School District
Clint Raever, Superintendent

From: Tami Zigler, Business Manager

Date: March 13, 2025

Re: 2024-2025 District Financial Report

SUMMARY for Fiscal Year 2024-2025

This General Fund summary excludes Beginning Fund Balance (5400-5499).

For the current period, total revenue was \$700,820 more than planned and total expenditures were \$301,670 less than planned. The combined result is a \$1,002,490 favorable surplus condition for the current year period.

REVENUES

TAXES: Taxes are \$119,963 over plan. This favorable condition represents 2.9% of the year-to-date plan amount of \$4,138,842. This variance amount is considered tolerable, and was primarily driven by an increase in 1111 CURRENT YEAR TAXES. For the current year period, Taxes increased 6.8% over the prior year period compared to an average increase of 5.9% over the preceding 4 years.

TUITION, FEES, OTHER: Tuition, Fees, Other is \$56,840 over plan. This favorable condition represents 88.2% of the year-to-date plan amount of \$64,451. The current year variance amount is considered material, and was primarily driven by increases in 1312 TUITION FROM OTHER OREGON DISTRICTS, 1711 ATHLETIC SIGN UP, and 1990 MISCELLANEOUS. For the current year period, Tuition, Fees, Other increased 17.9% over the prior year period compared to an average increase of 3.7% over the preceding 4 years.

EARNINGS ON INVESTMENTS: Earnings on Investments are \$236,295 over plan. This favorable condition represents 941.9% of the year-to-date plan amount of \$25,086. This variance amount is considered material, and was primarily driven by an increase in 1510 INTEREST ON INVESTMENTS. For the current year period, Earnings on Investments increased 32.6% over the prior year period compared to an average increase of 20.0% over the preceding 4 years.

INTERMEDIATE REVENUE: Intermediate Revenue is \$7,040 under plan. This unfavorable condition represents -6.7% of the year-to-date plan amount of \$104,484. This variance amount is considered trivial and meets expectations based on budget appropriations. For the current year period, Intermediate Revenue decreased 36.2% over the prior year period compared to an average increase of 19.4% over the preceding 4 years.

STATE UNRESTRICTED AID AND SSF: State Unrestricted Aid and SSF is \$281,513 over plan. This favorable condition represents 4.3% of the year-to-date plan amount of \$6,611,918. This variance amount is considered tolerable, and was primarily driven by an increase in 3101 STATE SCHOOL FUND - GENERAL SUPPORT. For the current year period, State Unrestricted Aid and SSF increased 5.7% over the prior year period compared to an average increase of 6.5% over the preceding 4 years.

STATE RESTRICTED GRANTS-IN-AID: State Restricted Grants-in-Aid is on plan. The current year variance amount is considered trivial and meets expectations based on budget appropriations.

INTERFUND TRANSFERS/LONG TERM DEBT/OTHER: Interfund Transfers/Long Term Debt/Other is \$13,250 over plan. The current year variance amount is considered material, and was primarily driven by an increase in 5300 SALE OF/COMPENSATION FOR LOSS OF FIXED ASSETS.

EXPENDITURES

SALARIES: Salaries are \$128,126 under plan. This favorable condition represents -3.4% of the year-to-date plan amount of \$3,801,481. The current year variance amount is considered tolerable, and was primarily driven by decreases in 0111 LICENSED SALARIES, and 0113 ADMINISTRATORS. For the current year period, Salaries increased 7.4% over the prior year period compared to an average increase of 5.1% over the preceding 4 years.

ASSOCIATED PAYROLL COSTS: Associated Payroll Costs are \$86,133 under plan. This favorable condition represents -4.5% of the year-to-date plan amount of \$1,895,061. The current year variance amount is considered tolerable, and was primarily driven by a decrease in 0241 EMPLOYEES INSURANCE. For the current year period, Associated Payroll Costs increased 2.6% over the prior year period compared to an average increase of 4.7% over the preceding 4 years. The largest Associated Payroll Costs groups - 0241 EMPLOYEES INSURANCE, 0213 PERSONAL CONTRIBUTION, and 0220 FICA/MEDICARE, representing 86.0% of total Associated Payroll Costs, increased by 0.8%.

PURCHASED SERVICES: Purchased Services are \$111,517 under plan. This favorable condition represents -7.2% of the year-to-date plan amount of \$1,555,933. The current year variance amount is considered tolerable, and was primarily driven by a decrease in 0310 INSTR, PROF & TECH SRVS. This decrease was partially offset by an increase in 0331 REIMBURSABLE STUDENT TRANSPORTATION. For the current year period, Purchased Services increased 11.9% over the prior year period compared to an average increase of 5.2% over the preceding 4 years.

SUPPLIES: Supplies are \$18,864 over plan. This unfavorable condition represents 4.4% of the year-to-date plan amount of \$424,380. This variance amount is considered tolerable, and was primarily driven by an increase in 0480 COMPUTER HARDWARE. This increase was partially offset by a decrease in 0420 TEXTBOOKS. For the current year period, Supplies increased 15.6% over the prior year period compared to an average increase of

14.1% over the preceding 4 years. The largest Supplies groups - 0470 COMPUTER SOFTWARE, 0410 CONSUMABLE SUPPLIES & MATERIALS, and 0480 COMPUTER HARDWARE, representing 83.9% of total Supplies, increased by 80.3%.

CAPITAL OUTLAY: Capital Outlay is \$91,311 under plan. This favorable condition represents -98.9% of the year-to-date plan amount of \$92,310. This variance amount is considered material, and was primarily driven by decreases in 0550 TECHNOLOGY, and 0542 REPLACEMENT EQUIPMENT PURCHASES. For the current year period, Capital Outlay decreased 97.9% over the prior year period compared to an average increase of 17.7% over the preceding 4 years.

OTHER OBJECTS: Other Objects are \$16,619 under plan. This favorable condition represents -5.0% of the year-to-date plan amount of \$331,826. This amount is considered tolerable, and was primarily driven by a decrease in 0653 PROPERTY INSURANCE PREMIUMS. For the current year period, Other Objects increased 12.1% over the prior year period compared to an average increase of 13.0% over the preceding 4 years.

TRANSFERS: Transfers are \$112,557 over plan. This unfavorable condition represents 13.7% of the year-to-date plan amount of \$822,269. This amount is considered material, and was primarily driven by increases in 0710 FUND MODIFICATIONS, and 0791 TRANSFER TO BUILDING FUND. This increase was partially offset by a decrease in 0794 TRANSFER TO CAFETERIA. For the current year period, Transfers increased 94.2% over the prior year period compared to an average increase of 9.2% over the preceding 4 years. The largest Transfers groups - 0710 FUND MODIFICATIONS, and 0791 TRANSFER TO BUILDING FUND, representing 80.4% of total Transfers, increased by 266.1%.

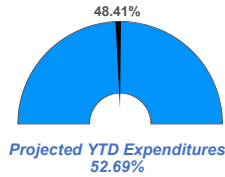
OTHER USES OF FUNDS: Other Uses of Funds are on plan. The current year variance amount is considered trivial and meets expectations based on budget appropriations.

Information provided by Frontline Analytics powered by Forecast5.

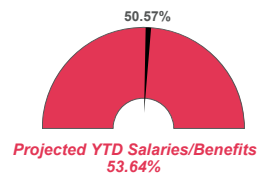
100 GENERAL FUND Expense Dashboard Summary

For the Period Ending February 28, 2025

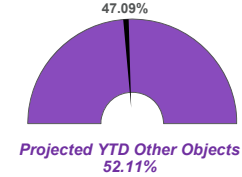
Actual YTD Expenditures



Actual YTD Salaries/Benefits



Actual YTD Other Objects

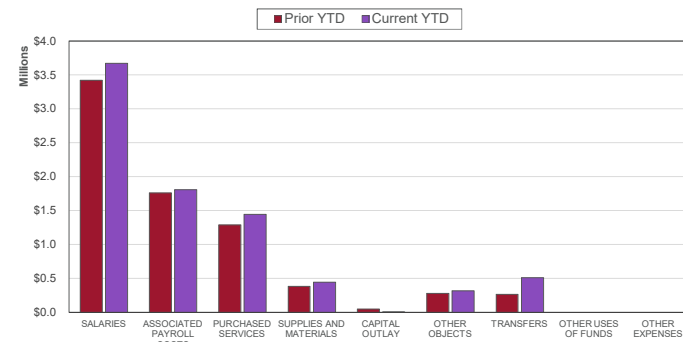


General Fund Expenditures

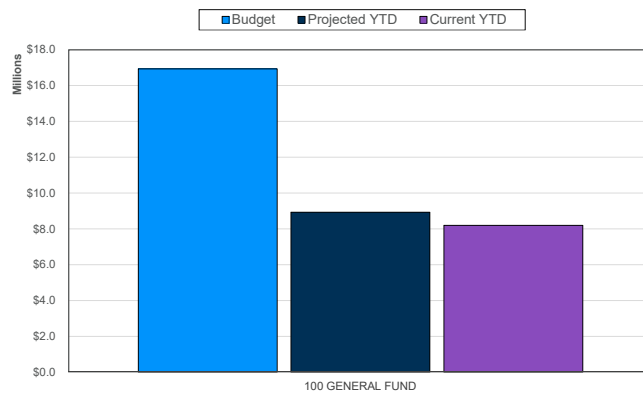
Top 10 GENERAL FUND Expenditures by Program (Year-to-Date)

Licensed Salaries	\$1,753,596
Classified Salaries	\$891,534
Employees Insurance	\$746,240
Pers Ual Contribution	\$533,425
Administrators	\$492,640
Reimbursable Student Transportation	\$478,418
Fund Modifications	\$293,707
Instr, Prof & Tech Srvs	\$278,380
Fica/Medicare	\$275,360
Property Insurance Premiums	\$223,331
Percent of Total Expenditures Year-to-Date	72.76%

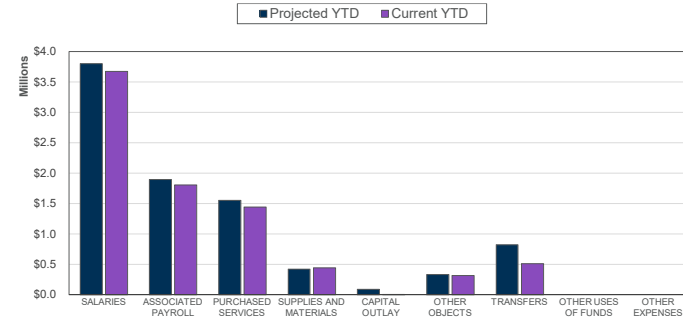
GENERAL FUND Expenditures by Object | Prior YTD vs. Current YTD



Expenditures by Fund | Budget / Projected YTD / Current YTD



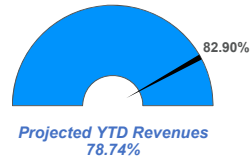
GENERAL FUND Expenditures by Object | Projected YTD vs. Current YTD



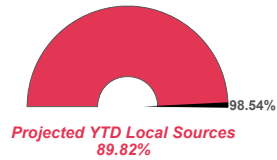
100 GENERAL FUND Revenue Dashboard Summary

For the Period Ending February 28, 2025

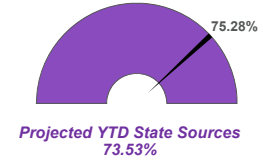
Actual YTD Revenues



Actual YTD Local Sources



Actual YTD State Sources

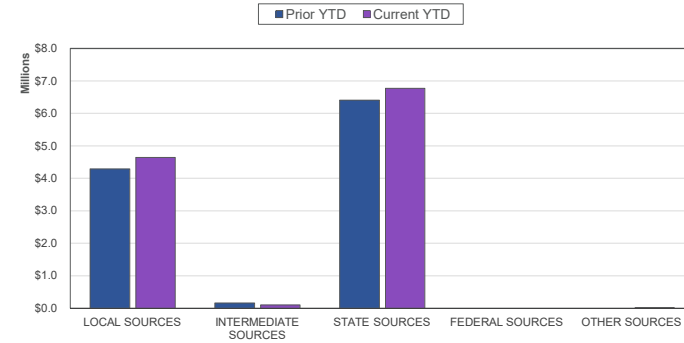


General Fund Revenues

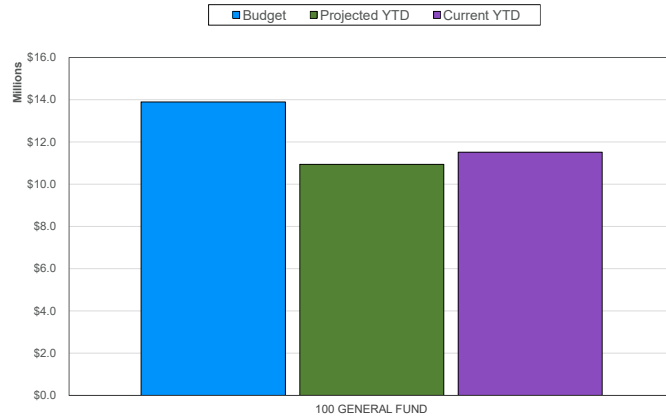
Top 10 GENERAL FUND Sources of Revenue (Year-to-Date)

Unrestricted Grants-In-Aid	\$6,769,583
Ad Valorem Taxes Levied By District	\$4,248,787
Resources - Beginning Fund Balance	\$3,518,892
Interest On Investments	\$258,959
Unrestricted Revenue	\$100,000
Regular Day School Tuition	\$38,760
Miscellaneous	\$31,201
Admissions	\$22,866
Fees Charged To Grants	\$16,526
Sale Of Or Compensation For Loss Of Fixed Assets	\$13,250
Percent of Total Revenues Year-to-Date	99.84%

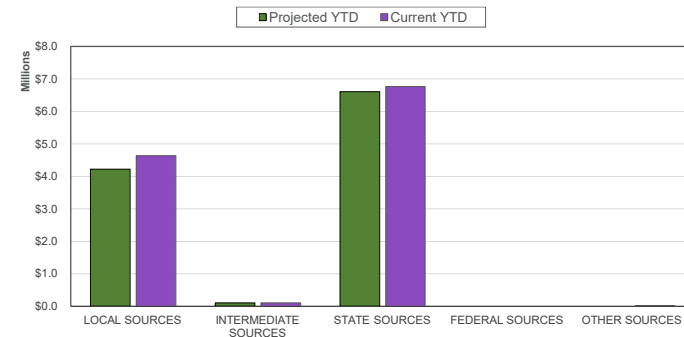
GENERAL FUND Revenue by Source | Prior YTD vs. Current YTD



Revenues by Fund | Budget / Projected YTD / Current YTD



GENERAL FUND Revenue by Source | Projected YTD vs. Current YTD

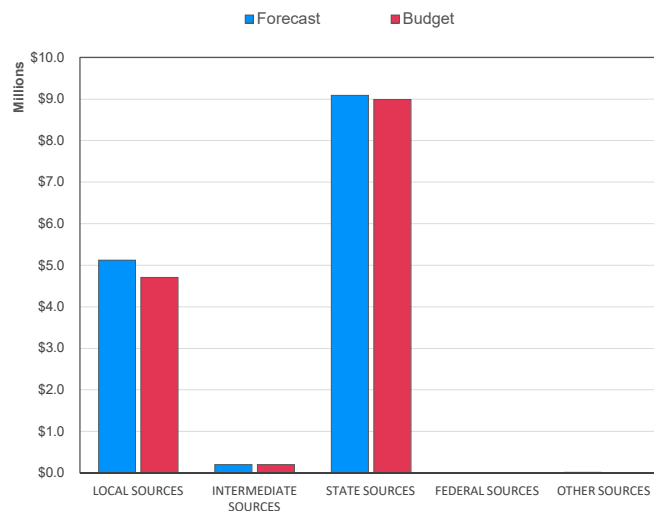


100 GENERAL FUND | Financial Projection by Object

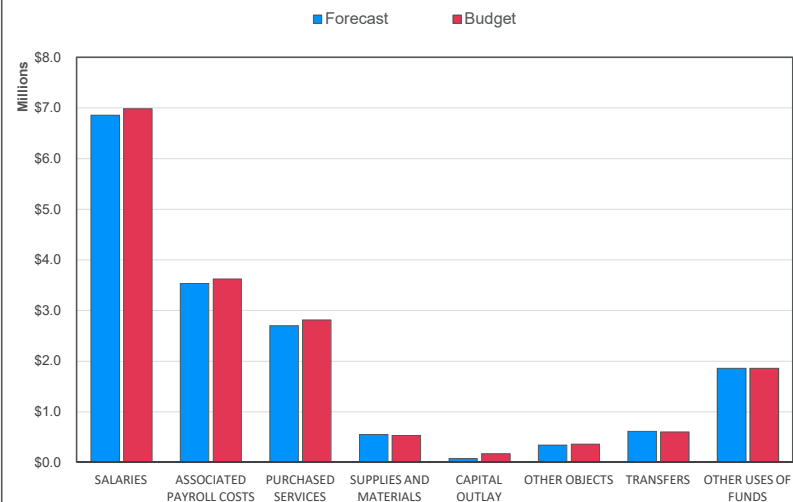
For the Period Ending February 28, 2025

	Prior YTD	Current YTD	Add: Projections	Annual Forecast	Annual Budget	Variance Fav / (Unfav)
Beginning Fund Balance	\$ 2,979,668	\$ 3,518,892	\$ -	\$ 3,518,892	\$ 3,040,000	\$ 478,892
REVENUES						
Local Sources	4,287,351	4,638,669	481,992	5,120,662	4,707,564	413,098
Intermediate Sources	159,751	101,929	100,000	201,929	200,000	1,929
State Sources	6,406,815	6,769,583	2,322,048	9,091,631	8,992,254	99,377
Federal Sources	-	-	-	-	-	-
Other Sources	-	13,250	-	13,250	-	13,250
TOTAL REVENUE	\$ 10,853,918	\$ 11,523,431	\$ 2,904,040	\$ 14,427,471	\$ 13,899,818	\$ 527,653
EXPENDITURES						
Salaries	\$ 3,420,621	\$ 3,673,355	\$ 3,184,303	\$ 6,857,658	\$ 6,985,784	\$ 128,126
Associated Payroll Costs	1,762,447	1,808,928	1,727,230	3,536,158	3,622,291	86,133
Purchased Services	1,290,646	1,444,416	1,255,453	2,699,869	2,811,386	111,517
Supplies and Materials	383,475	443,244	104,395	547,639	528,775	(18,864)
Capital Outlay	46,749	999	76,412	77,411	168,722	91,311
Other Objects	281,505	318,191	26,553	344,744	360,747	16,003
Transfers	263,393	511,557	105,245	616,802	602,147	(14,655)
Other Uses of Funds	-	-	1,859,966	1,859,966	1,859,966	-
Other Expenses	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 7,448,836	\$ 8,200,690	\$ 8,339,556	\$ 16,540,246	\$ 16,939,818	\$ 399,572
SURPLUS / (DEFICIT)	\$ 3,405,082	\$ 3,322,742	\$ (5,435,516)	\$ (2,112,774)	\$ (3,040,000)	
ENDING FUND BALANCE				\$ 1,406,117		

Revenues by Source | Forecast vs. Budget



Expenditures by Object | Forecast vs. Budget



**YAMHILL CARLTON SCHOOL DISTRICT
SPECIAL REVENUE FUNDS
FOR THE FISCAL YEAR 2024-2025
AS OF FEBRUARY 28, 2025**

FUND DESCRIPTION	GRANT AWARD	REVENUE	EXPENDITURE	ENCUMBRANCE	BUDGET BALANCE
201 TITLE I	213,046.00	79,912.99	102,748.00	92,439.87	17,858.13
202 TITLE IV-A	15,139.00	-	-	-	15,139.00
204 TITLE II-A	60,254.30	-	10,947.82	-	49,306.48
206 IDEA PART B 611	260,273.61	88,630.68	105,420.64	91,580.41	63,272.56
207 IDEA PART B 619	-	-	-	-	-
213 ESSER III FUNDS	7,392.41	7,392.41	7,392.41	-	-
215 MEDICAID ADMIN CLAIMING (MAC)	1,506.17	1,506.17	-	-	1,506.17
235 CTE REVITALIZATION FUNDS	29,596.74	29,596.74	23,230.00	-	6,366.74
238 CAREER PATHWAYS	4,000.00	-	2,000.00	-	2,000.00
239 OUTDOOR SCHOOL (M-99)	68,000.00	-	8,669.70	20,229.30	39,101.00
251 STUDENT INVESTMENT ACCOUNT (SIA)	1,297,517.00	491,479.50	712,702.25	485,624.34	99,190.41
252 HIGH SCHOOL SUCCESS (M-98)*	244,742.77	1,773.74	90,504.52	86,994.91	67,243.34
253 EARLY LITERACY GRANT	115,257.95	16,712.55	24,403.02	20,054.83	70,800.10
255 SAFE SCHOOL CULTURE GRANT	11,059.76	3,721.94	3,721.94	704.26	6,633.56
261 TAP GRANTS - SEISMIC ASSESSMENT	25,000.00	-	-	-	25,000.00
261 TAP GRANTS - WATER TESTING	5,000.00	-	-	-	5,000.00

LOCAL/STATE/FED GRANTS	2,357,785.71	720,726.72	1,091,740.30	797,627.92	468,417.49
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230 MISCELLANEOUS GRANTS	GRANT AWARD	REVENUE	EXPENDITURE	ENCUMBRANCE	GRANT BALANCE
0 MISCELLANEOUS GRANTS	-	616.61	-	-	-
850 BOARD OSBA SCHOLARSHIP	5,000.00	5,000.00	5,000.00	-	-
401 ASPIRE	2,817.17	2,817.17	862.93	957.71	996.53
800 UNITED WAY - RESOURCE ROOMS	186.62	186.62	-	-	186.62
801 YCES PTO PROJECTS	206.76	206.76	-	-	206.76
802 AG DRONE PROJECT	2,879.65	2,879.65	-	-	2,879.65
803 VETERANS LEGACY GRANT	785.03	785.03	-	-	785.03
805 DONATIONS TO CREDIT RECOVERY	424.66	424.66	175.05	249.61	-
807 SOPHIA'S FUND - THEATER	925.44	925.44	-	-	925.44
808 MWEC CONFERENCES	5,000.00	1,252.57	1,252.57	-	3,747.43
809 STUDENT TEACHING	2,701.10	2,701.10	538.83	337.07	1,825.20
812 FFA ALUMNI NATL CONFERENCE	-	-	-	-	-
824 EHS GRANT	3,227.04	-	808.65	2,425.95	(7.56)
825 MENSTRUAL DIGNITY ACT	5,035.68	-	-	-	5,035.68
827 ADDICTION PREVENTION	17,672.48	17,672.48	-	-	17,672.48
828 SECURITY GRANT	4,000.00	-	4,000.00	-	-
829 COUNSELING OFFICE DONATION	500.00	500.00	-	-	500.00
830 SUBSTANCE USE PREVENTION	6,000.00	-	-	-	6,000.00

SUB TOTAL MISC GRANTS	57,361.63	35,968.09	12,638.03	3,970.34	40,753.26
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FUND OTHER SPECIAL REVENUE	BUDGET	REVENUE	EXPENDITURE	ENCUMBRANCE	BUDGET BALANCE
265 EARLY RETIREMENT / TEXTBOOK ADOPTIC	483,957.00	482,957.11	141,189.95	6,060.68	336,706.37
266 TUITION REIMBURSEMENT	65,000.00	65,065.28	6,310.84	5,250.00	53,439.16
281 STUDENT BODY ACCOUNTS - YCES	51,000.00	64,407.21	37,824.90	-	13,175.10
282 STUDENT BODY ACCOUNTS - YCIS	144,000.00	71,912.88	12,770.84	2,804.31	128,424.85
283 STUDENT BODY ACCOUNTS - YCHS	300,000.00	287,904.05	99,892.41	13,782.44	186,325.15
285 ALLIANCE ACADEMY - FIELD TRIPS	10,000.00	4,143.76	2,163.75	926.50	6,909.75
299 FOOD SERVICE*	399,880.74	225,628.70	257,290.85	176,788.08	(34,198.19)

SUB TOTAL OTHER SPECIAL REVENUE	1,453,837.74	1,202,018.99	557,443.54	205,612.01	690,782.19
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TOTAL ALL 200 FUNDS	3,868,985.08	1,958,713.80	1,661,821.87	1,007,210.27	1,199,952.94
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*Fund 252 is formerly Fund 233 - converted 04/2024

*Fund 299 is formerly Fund 250 - converted 12/2023

Balance is the Budget column minus Expenditures and Encumbrances. Actual Balance will change based on Revenues received.

**YAMHILL CARLTON SCHOOL DISTRICT
FOR THE FISCAL YEAR 2024-2025
DEBT SERVICES, CAPITAL PROJECT, AND FIDUCIARY FUNDS
AS OF FEBRUARY 28, 2025**

		BEGINNING FUND				PROJECTED	
FUND DESCRIPTION	BUDGET	BALANCE	REVENUE	EXPENDITURE	ENCUMBRANCE	BALANCE*	CASH BALANCE
300 GENERAL OBLIGATION DEBT	1,020,350.00	119,264.85	963,671.32	217,375.00	802,375.00	600.00	865,561.17
302 PERS UAL DEBT	2,015,987.00	805,492.89	603,077.01	114,878.00	1,139,878.00	761,231.00	1,293,691.90
304 JCI PROJECT DEBT	136,100.00	4,233.29	135,261.30	135,500.00	-	600.00	3,994.59
TOTAL DEBT SERVICES	3,172,437.00	928,991.03	1,702,009.63	467,753.00	1,942,253.00	762,431.00	2,163,247.66

		BEGINNING FUND				PROJECTED	
FUND DESCRIPTION	BUDGET	BALANCE	REVENUE	EXPENDITURE	ENCUMBRANCE	BALANCE*	CASH BALANCE
400 CET CAPITAL PROJECTS	295,000.00	302,259.21	138,764.69	32,201.77	34,500.00	228,298.23	408,822.13
475 CAPITAL PROJECT FUND	528,400.00	952,585.09	13,058.24	1,892.76	-	526,507.24	963,750.57
TOTAL CAPITAL PROJECTS	823,400.00	1,254,844.30	151,822.93	34,094.53	34,500.00	754,805.47	1,372,572.70

		BEGINNING FUND				PROJECTED	
FUND DESCRIPTION	BUDGET	BALANCE	REVENUE	EXPENDITURE	ENCUMBRANCE	BALANCE*	CASH BALANCE
784 DERBY DAYS SCHOLARSHIP	4,000.00	-	-	-	-	4,000.00	-
785 LAUGHLIN SCHOLARSHIP FUND	59,900.00	55,361.56	-	2,000.00	-	57,900.00	53,361.56
TOTAL TRUST IN AGENCY	63,900.00	55,361.56	-	2,000.00	-	61,900.00	53,361.56
TOTAL OTHER FUNDS	4,059,737.00	2,239,196.89	1,853,832.56	503,847.53	1,976,753.00	1,579,136.47	3,589,181.92

**Projected Balance is the Budget column minus Expenditures and Encumbrances. Cash Balance is actual revenues and expenditures to date.*

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2024-2025

Criteria: From Check Date: 02/01/2025 To: 02/28/2025 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
62043	3 R'S CONCRETE INC	\$3,500.00
0	ALEXANDRA TODD	\$399.00
0	ALISON CHEATHAM	\$539.51
0	AMANDA GREENE	\$499.52
0	AMAZON CAPITAL SERVICES	\$2,970.53
0	AMUZU, NICOLE M	\$268.80
0	ASSAD, ARIA	\$1,269.50
62044	AUTOMATIC ICE CO	\$999.00
0	BENJAMIN, JENNIFER	\$407.96
0	BEST BUY STORES LP	\$2,264.98
0	BREANNA STROUD	\$113.79
0	BRIGHTSIDE ELECTRIC AND	\$6,452.53
0	BRIHANA NEE	\$240.00
0	CALEB WELLBROCK	\$179.97
0	CATHERINE WEAVER	\$95.00
0	CENTURY LINK	\$394.58
0	CHERI BEAM	\$95.00
62046	CITY OF CARLTON	\$1,900.71
62047	CITY OF YAMHILL	\$6,618.66
62085	CITY OF YAMHILL	\$3,125.00
0	DANELLE VORWERK	\$411.03
62048	DAVISON AUTO PARTS	\$202.54
62086	DAVISON AUTO PARTS	\$85.34
62087	DAYTON SCHOOL DISTRICT#8	\$900.00
0	ERIN CONNAUGHTON	\$319.95
0	ESS WEST LLC	\$25,387.74
0	FRACOTYP - POSTALIA	\$2,000.00

Yamhill-Carlton School District No. 1

Approval of Bills Report

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Criteria: From Check Date: 02/01/2025 To: 02/28/2025 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
62074	GONZALEZ, JESSICA	\$458.81
0	HEIDI WISMER	\$1,000.00
0	HEPP, FALLON H	\$204.36
62075	IAN CRAIG	\$381.00
62049	IRON MOUNTAIN INCORPORATED	\$407.85
0	JACOB JOHNSON	\$119.98
62076	JOHN DORT	\$147.00
0	JORDAN, JOSHUA	\$150.00
62088	JUNIOR LIBRARY GUILD	\$715.84
62051	JW PEPPER & SON INC	\$24.49
62089	JW PEPPER & SON INC	\$2.35
62077	KATHERINE BONNER	\$415.00
0	KATIE LEN WAI	\$795.00
62078	KEZIA NAFFIN	\$1,230.40
0	LACEY BURT	\$320.00
0	LIND, MORGAN	\$73.95
0	LOMELI, JASMINE	\$99.00
62053	MARENEM INC	\$97.90
62055	MCMINNVILLE GAS INC.	\$26,668.46
62090	MCMINNVILLE GAS INC.	\$456.96
0	MEGHAN PLIES	\$1,028.20
0	MENARD, MICHAEL	\$129.00
0	MICHAEL ERWIN	\$520.00
0	MICHELLI MEASUREMENT GROUP LLC	\$334.00
0	MID COLUMBIA BUS CO., INC	\$246,709.02
0	MOLLY PANIDA	\$892.00
62079	MOLLY PEASE	\$415.00

Yamhill-Carlton School District No. 1

Approval of Bills Report

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Report Sort: FUND From Fund: 100 To: 900

☐ Page Break

☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
0	MORELLI, AARON	\$1,216.95
62091	MR. ROOTER OF SALEM, OR	\$735.20
0	MTUMKULU, KARA	\$267.01
0	MYRICK, CARLA	\$198.11
62080	NICOLE OGLE	\$360.00
62056	OASBO	\$100.00
62057	OFFICE DEPOT, INC	\$1,519.60
62092	OFFICE DEPOT, INC	\$468.76
62058	OSFMA	\$185.00
62093	OSFMA	\$50.00
0	PACIFIC OFFICE AUTOMATION	\$1,677.43
0	PACIFIC OFFICE AUTOMATION (LEASE)	\$1,550.00
62059	PDX READING SPECIALIST LLC	\$229.81
62060	PORTLAND GENERAL ELECTRIC	\$26,373.63
0	POST, BRADLEY A	\$297.50
62073	POST, BRADLEY A	\$1,340.00
0	PROCARE THERAPY	\$2,464.00
0	RABUNG, ANDREW	\$29.89
62081	REBEKAH D SMITS	\$790.00
62082	REBEKAH SUH	\$1,023.00
62061	RECOLOGY WESTERN OREGON GARBAGE	\$1,205.88
0	RHONDA BONHAM	\$210.00
0	RICHES, REBECCA	\$65.00
62083	ROBERTS, CASSANDRA	\$143.38
62094	SALEM BASEBALL UMPIRES ASSOC.	\$408.83
62095	SALEM BASKETBALL OFFICIAL	\$1,555.28
0	SIERRA SPRINGS	\$61.44

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2024-2025

Criteria: From Check Date: 02/01/2025 To: 02/28/2025 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
100 - GENERAL FUND		
62064	SIMPLOT AB RETAIL INC	\$1,100.00
0	SLAVISH, JORDAN	\$19.77
0	SMITH, BRITTNEY	\$465.00
62084	STEPHANI DEL RIO	\$545.49
0	STOLTZFUS, KYLIE G	\$95.97
62066	THE HOME DEPOT PRO	\$949.70
62096	THE HOME DEPOT PRO	\$6,317.53
0	TIFFANY CRAIG	\$31.23
0	UMPQUA BANK-CC	\$3,837.30
62067	UNITED RENTALS (NORTH AMERICA) INC	\$127.50
62068	WILCO	\$67.02
62097	WILCO	\$72.85
62070	YAMHILL COUNTY HEALTH & HUMAN SERVICES	\$11,220.00
0	YAMHILL SHELL STATION	\$160.41
62072	ZIPLY FIBER	\$3,422.39
Total for 100 - GENERAL FUND		\$418,394.07
201 - TITLE IA		
0	ESS WEST LLC	\$3,963.01
Total for 201 - TITLE IA		\$3,963.01
204 - TITLE IIA		
62062	RIGHT TIME EDUCATIONAL COACHING	\$800.00
Total for 204 - TITLE IIA		\$800.00
230 - MISC GRANTS		
0	KNAPP, WHITNEY A	\$105.51
Total for 230 - MISC GRANTS		\$105.51
238 - CAREER PATHWAYS		

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2024-2025

Criteria: From Check Date: 02/01/2025 To: 02/28/2025 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
238 - CAREER PATHWAYS		
0	SLAVISH, JORDAN	\$614.04
0	UMPQUA BANK-CC	\$1,385.96
Total for 238 - CAREER PATHWAYS		\$2,000.00
251 - STUDENT INVESTMENT ACCOUNT		
0	AMAZON CAPITAL SERVICES	\$1,789.98
0	ASSIST EDUCATION SERVICES	\$3,966.25
62045	CHOWN INC	\$474.05
62050	JOHNSON FLOORING INC	\$11,450.90
62069	YAMHILL CARLTON FFA ALUMNI ASSOCIATION	\$13,000.00
Total for 251 - STUDENT INVESTMENT ACCOUNT		\$30,681.18
252 - HIGH SCHOOL SUCCESS: MEASURE 98		
0	AMAZON CAPITAL SERVICES	\$1,457.85
0	BLICK ART MATERIALS	\$193.40
0	COLLINS, JARED MICHAEL	\$184.10
0	HENRY, RACHEL M	\$108.39
Total for 252 - HIGH SCHOOL SUCCESS: MEASURE 98		\$1,943.74
253 - EARLY LITERACY GRANT		
62052	LITERACY RESOURCES	\$576.72
Total for 253 - EARLY LITERACY GRANT		\$576.72
265 - UNEMPL/RETIREE RESERVE		
0	OREGON EMPLOYMENT TAX	\$4,339.32
Total for 265 - UNEMPL/RETIREE RESERVE		\$4,339.32
280 - STUDENT BODY FUNDS		
0	AMAZON CAPITAL SERVICES	\$23.94

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2024-2025

Criteria: From Check Date: 02/01/2025 To: 02/28/2025 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
280 - STUDENT BODY FUNDS		
62063	SCHOOL LIFE	\$735.21
0	UMPQUA BANK-CC	\$420.55
Total for 280 - STUDENT BODY FUNDS		\$1,179.70
281 - YCES STUDENT BODY		
7433	BRATTAIN, EMILY A	\$296.00
7431	JOHNSON, DANNA	\$32.37
7428	MARTIN, TRINA S	\$54.48
7435	NAUMAN, SHERRI	\$111.93
7438	OREGON ZOO	\$383.50
7437	PATT-MCKINNEY, ELIZABETH ELLEN HENRY	\$31.19
7434	WALMART	\$96.30
7430	WRIGHT, JOLYNN M	\$103.01
7432	WRIGHT, JOLYNN M	\$82.09
7429	YAMHILL CARLTON ELEMENTARY	\$300.00
7377	YAMHILL CARLTON SD 1	\$511.69
Total for 281 - YCES STUDENT BODY		\$2,002.56
282 - YCIS STUDENT BODY		
0	AMAZON CAPITAL SERVICES	\$162.24
3544	CLACKAMAS HERITAGE PARTNERS	\$847.00
0	HUXMAN, MEGAN L	\$83.89
3545	MUSIC THEATRE INTERNATIONAL	\$1,300.00
0	UMPQUA BANK-CC	\$199.75
Total for 282 - YCIS STUDENT BODY		\$2,592.88
283 - YCHS STUDENT BODY		
0	AMAZON CAPITAL SERVICES	\$199.97
20851	OSAA	\$100.00

Yamhill-Carlton School District No. 1

Approval of Bills Report

Fiscal Year: 2024-2025

Criteria: From Check Date: 02/01/2025 To: 02/28/2025 Voucher: ALL
Report Sort: FUND From Fund: 100 To: 900 ☐ Page Break ☒ Exclude Invoice Description

Check Number	Vendor	Amount
283 - YCHS STUDENT BODY		
0	SEAL, LIBERTY A	\$150.30
0	UMPQUA BANK-CC	\$622.30
Total for 283 - YCHS STUDENT BODY		\$1,072.57
285 - ALLIANCE ACADEMY FUNDRAISING		
0	UMPQUA BANK-CC	\$231.25
Total for 285 - ALLIANCE ACADEMY FUNDRAISING		\$231.25
299 - NUTRITION SERVICES		
0	GOODY MAN DISTRIBUTING INC	\$938.94
62054	MARLIN BRETHOWER	\$48.00
0	SPRING VALLEY DAIRY INC	\$4,533.24
62065	SYSCO FOOD SERVICES	\$14,193.53
62071	YAMHILL COUNTY PUBLIC HEALTH	\$613.00
Total for 299 - NUTRITION SERVICES		\$20,326.71
Grand Total:		\$490,209.22

End of Report

Yamhill-Carlton School District No. 1

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 02/01/2025

To Date: 02/28/2025

Fund: 100 GENERAL FUND						
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
UMPQUA BANK-CC						
	0	GENERAL FUND	BOARD OF EDUCATION SERVICES	COMPUTER SOFTWARE		\$240.00
	0	GENERAL FUND	BOARD OF EDUCATION SERVICES	CONSUMABLE SUPPLIES & MATERIALS		\$34.95
	0	GENERAL FUND	HEALTH SERVICES	CONSUMABLE SUPPLIES & MATERIALS		\$227.70
	0	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	INSTR, PROF & TECH SRVS		\$295.00
	0	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	RENTALS		\$307.71
	0	GENERAL FUND	OFFICE OF THE PRINCIPAL	CONSUMABLE SUPPLIES & MATERIALS		\$231.74
	0	GENERAL FUND	OFFICE OF THE PRINCIPAL	POSTAGE		\$148.55
	0	GENERAL FUND	OPERATION & MAINTENANCE - PLANT SERVICES	CONSUMABLE SUPPLIES & MATERIALS		\$109.00
	0	GENERAL FUND	OPERATION & MAINTENANCE - PLANT SERVICES	NON-CONSUMABLE ITEMS		\$2,176.00
	0	GENERAL FUND	OPERATION & MAINTENANCE - PLANT SERVICES	REPAIRS & MAINTENANCE SERVICES		\$36.00
	0	GENERAL FUND	TECHNOLOGY SERVICES	COMPUTER SOFTWARE		\$30.65
Total for UMPQUA BANK-CC						\$3,837.30
Total for GENERAL FUND						\$3,837.30
Fund: 238 CAREER PATHWAYS						
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
UMPQUA BANK-CC						
	0	CAREER PATHWAYS	HIGH SCHOOL PROGRAMS	NON-CONSUMABLE ITEMS		\$1,385.96
Total for CAREER PATHWAYS						\$1,385.96
Fund: 280 STUDENT BODY FUNDS						
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
UMPQUA BANK-CC						
	0	STUDENT BODY FUNDS	UNDESIGNATED	ACCOUNTS RECEIVABLE		\$420.55
Total for STUDENT BODY FUNDS						\$420.55
Fund: 282 YCIS STUDENT BODY						

Yamhill-Carlton School District No. 1

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 02/01/2025

To Date: 02/28/2025

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
UMPQUA BANK-CC					
	0	YCIS STUDENT BODY	MIDDLE/JUNIOR HIGH SCHOOL- EXTRACURRICULAR	CONSUMABLE SUPPLIES & MATERIALS	\$199.75
Total for YCIS STUDENT BODY					\$199.75
Fund: 283	YCHS STUDENT BODY				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
UMPQUA BANK-CC					
	0	YCHS STUDENT BODY	HIGH SCHOOL-EXTRACURRICULAR	CONSUMABLE SUPPLIES & MATERIALS	\$622.30
Total for YCHS STUDENT BODY					\$622.30
Fund: 285	ALLIANCE ACADEMY FUNDRAISING				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
UMPQUA BANK-CC					
	0	ALLIANCE ACADEMY FUNDRAISING	DISTRICT ALTERNATIVE PROGRAMS- ALLIANCE ACADEMY	INSTR, PROF & TECH SRVS	\$231.25
Total for ALLIANCE ACADEMY FUNDRAISING					\$231.25
Grand Total:					\$6,697.11
Recap for FUND for GENERAL FUND					
100	GENERAL FUND		\$3,837.30		
238	CAREER PATHWAYS		\$1,385.96		
280	STUDENT BODY FUNDS		\$420.55		
282	YCIS STUDENT BODY		\$199.75		
283	YCHS STUDENT BODY		\$622.30		
285	ALLIANCE ACADEMY FUNDRAISI		\$231.25		

End of Report

School Days: 0 July 2025						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



School Days: 17 January 2026						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

School Days: 0 August 2025						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2025-2026 Academic Calendar

Small Schools, Big Achievements

Key Dates

Registration Day - August 20
First Day of School - September 2
End of 1st Semester - January 15th
Beginning of J-Term - January 20
End of J-Term - February 12th
Beginning of 2nd Semester - February 17th
Last day of School/End of 2nd Semester - June 11

School Days: 18 February 2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

School Days: 21 September 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

School Days: 17 March 2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

School Days: 21 October 2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

No School Days

Labor Day - September 1
State In-Service Day - October 10
Conferences - October 31
Veterans Day - November 11
Thanksgiving Break - November 24-28
Winter Break - December 22 - January 2
Teacher Work Day - January 5
Teacher Work Day - January 16
Martin Luther King Jr. Day - January 19
Teacher Work Day - February 13
Presidents Day - February 16
Spring Break - March 23-27
Conferences - April 17
Senior Project Day - May 15
Memorial Day - May 25
Teacher Work Day - June 12



School Days: 14 November 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

School Days: 21 April 2026						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

School Days: 15 December 2025						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

School Days: 19 May 2026						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Yamhill Carlton School District

503-852-6980

www.ycsd.k12.or.us

www.facebook.com/yamhillcarltonschooldistrict

YamhillCarltonschooldistrict

Yamhill Carlton School District Office
120 N Larch Place
Yamhill, OR 97148

Early Release Wednesdays/ Student School Days: 172

School Days: 9 June 2026						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MEMO TO: Board of Directors
Yamhill Carlton School District

FROM: Clint Raever, Superintendent

DATE: March 13, 2025

SUBJECT: PERSONNEL ACTION RESOLUTION

The Superintendent recommends the board adopt the following resolution regarding the future contract status for the following personnel.

Recommended Motion: To adopt the Personnel Action Resolution as recommended by the Superintendent.

RECITALS

WHEREAS, Yamhill Carlton School District No. 2251, is a fair dismissal district as defined in ORS 342.815 and is subject to the teacher and administrator dismissal, contract renewal and nonrenewal, contract extension and non extension procedures set forth in ORS 342.805 to 342.930,

WHEREAS, the statutory time for renewal or nonrenewal of contracts for probationary teachers and probationary administrators is by March 15 of each year,

WHEREAS, the statutory time for extension or non extension of contracts for contract teachers is by March 15 of the first year of their two-year contracts,

WHEREAS, the statutory time for extension or non extension of contracts for licensed administrators is by March 15 of the second year of their contracts,

WHEREAS, the District's time for extension or non extension of contracts for personnel employed and assigned on an annual basis is by March 15 of each year,

WHEREAS, the District's time for renewal or nonrenewal of contracts for temporary teachers, as that term is defined in ORS 342.815(10), and other temporary personnel hired for employment only during the 2023-2024 fiscal year is by March 15.

WHEREAS, the District will renew, not renew, extend, or not extend employment contracts, as set forth in the resolutions below,

RESOLUTION

BE IT HEREBY RESOLVED, by the Yamhill Carlton District School Board meeting in regular session, that the following actions are hereby taken with respect to the following teachers, administrators, and other named categories of employees:

A. ELECTION OF PROBATIONARY TEACHERS AND ADMINISTRATORS

The contracts for the following probationary teachers and probationary administrators are renewed for one year, 2024-25, and the status of said probationary teachers and administrators advanced will be as set forth below:

- 1. TEACHERS, Advanced to Second Year Probationary Status, Full-Time:**

Alexa Anderson
Ronald Berryhill
Kay Echaui
Cassandra Gomez
Abigail Hemming
Katrina Jones
Casey Joramo
Marta Kribs
Rachael Markee
Jayne Morton
Linda Nolan
Amanda Reab
Renee McKinney
Sheryl Richardson
Lauren Roberts
Rylee Salvey
Zachary Spink
Nikita Williams
- 2. TEACHERS, Advanced to Second Year Probationary Status, Part-Time (.5 to less than 1.0 FTE):**

None
- 3. TEACHERS, Advanced to Third Year Probationary Status, Full-Time:**

Cameron Basinger
Samuel Dupuis
Kaitlin Fox
Jo Lyn Hamilton
Rebecca Joramo
Jo Lyn Hamilton
McKenzie Kenda
Mark McKinney
Kaitlin Porfily
Liberty Seal
Kianna Slayton
Hilaree Vanderpas
Kelly VanHorn
Danielle Vironen
- 4. TEACHERS, Advanced to Third Year Probationary Status, Part-Time (.5 to less than 1.0 FTE):**

None

5. ADMINISTRATORS, Advanced to Second Year Probationary Status, Full-Time:

None

6. ADMINISTRATORS, Advanced to Third Year Probationary Status, Full-Time:

None

B. ADVANCEMENT OF PROBATIONARY TEACHERS TO CONTRACT STATUS:

The following third-year probationary teachers are elected as contract teachers, with the status set forth below, and their contracts extended through June 30, 2026:

1. TEACHERS, Advanced to Contract Status, Full-Time:

Wendy Garland
Amber Guest
Kristina Hayward
Fallon Hepp
Megan Huxman
Katie McClean
Allyson Milner
Bridget Neal
Elizabeth Patt-McKinney

2. TEACHERS, Advanced to Contract Status, Part-Time (.5 to less than 1.0 FTE):

None

C. NONRENEWAL ACTION RELATING TO PROBATIONARY TEACHER AND PROBATIONARY ADMINISTRATOR CONTRACTS

The employment contracts for the following probationary teachers and probationary administrators shall not be renewed for the 2025-26 school year, and the employment contracts of the educators below will expire in June 2025.

None

D. EXTENSION ACTIONS RELATING TO CONTRACT TEACHER CONTRACTS:

1. The employment contracts for the following current contract teachers are extended for a new two-year period, from July 1, 2025 through June 30, 2027.

Nicole Amuzu
Megan Anderson
Armon Barrows
Stephanie Belt-Verhoef
Morgan Bishop

Anthony Cicoria
Jared Collins
Elizabeth Dillow
Rachel Henry
Samantha Hooker
Randi Johansen
Danna Johnson
Kayla Jones
Emily McCathron
Tracie McGhehey
Sean Nonamaker
Matthew Optiz
Andrew Rabung
Jordan Slavish
Kylie Stoltzfus
Erin Sunday
Christi Vance
Brenda Vanderzanden
Kristen Watson
Joseph Wilkins
Jolynn Wright

2. First time non-extensions of contract teachers. The 2024-25 to 2025-26 contracts for the following contract teachers shall not be extended:

None

3. Second time non-extensions of contract teachers. A second non-extension means that the teacher's employment contract will expire and the teacher will not be re-employed the following school year. The contracts for the following contract teachers shall not be extended and will expire on June 30, 2025:

None

E. ADVANCEMENT OF PROBATIONARY ADMINISTRATORS TO CONTRACT STATUS:

The following probationary administrators are elected as contract administrators, with the status set forth below.

None

F. EXTENSION ACTIONS RELATING TO LICENSED CONTRACT ADMINISTRATORS:

1. The employment contracts for the licensed contracted administrators listed below are in effect from July 1, 2025 through June 30, 2027. No action is taken on these contracts.

Amanda Dallas
Tanner Smith

2. The employment contracts for the licensed contracted administrators listed below, for the term in effect through June 30, 2026, shall be extended by one year, through June 30, 2027.

John Horne
Chad Tollefson

3. The contracts for the following contract administrators shall not be extended.

None

G. EXTENSION ACTIONS ON ANNUALLY ASSIGNED PERSONNEL:

The contracts for the following personnel are extended for one-year, through June 30, 2025.

1. **REGISTERED NURSES:**

None

2. **ADMINISTRATORS, with Annual Assignments:**

None

3. **OTHER PERSONNEL, with Annual Assignments:**

None

H. ACTION ON TEMPORARY PERSONNEL:

The following employees were hired for temporary employment only during the 2024-2025 school year and will not have their contracts renewed for the 2025-26 year.

1. **TEACHERS, Temporary (less than .5 FTE):**

None

2. **TEACHERS, Temporary (.5 FTE to less than 1.0 FTE):**

None

3. **TEACHERS, Temporary, Full-Time:**

None

4. **ADMINISTRATORS, Temporary, Full-Time:**

None

5. **OTHER PERSONNEL, Temporary:**

None

I ACKNOWLEDGEMENT OF RESIGNATIONS AND RETIREMENTS

The board acknowledges the resignation or retirement of the following licensed staff members:

<u>Name</u>	<u>Effective Date</u>	<u>Type</u>	<u>Working Back</u>
Linda Nolan	October 1, 2024	Retired/Resignation	Yes
Bradley Post	June 30, 2025	Resignation	
Angela Ortiz	June 13, 2025	Resignation	
Sarah Roy	June 13, 2025	Resignation	



Yamhill Carlton School District

2025 Integrated Guidance Needs Assessment

Contents

- Purpose of Presentation
- Background & Context
- Planning Team
- Plan Inputs
- Needs Assessment Highlights
- What's Next

Purpose for Presentation

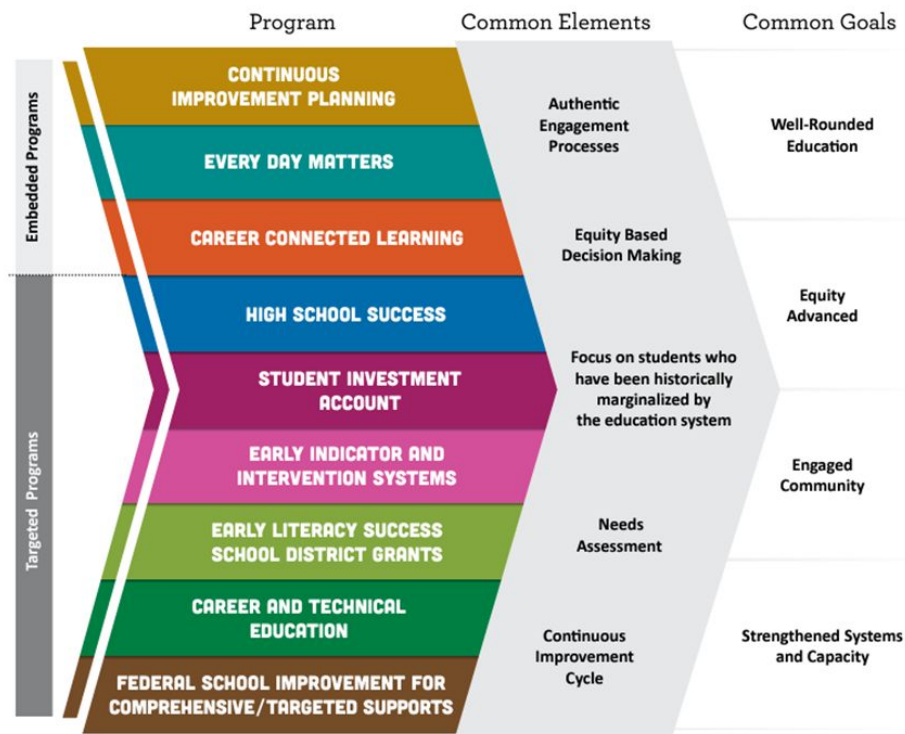
- To share what was priorities have been identified given the range of inputs



Background

- Integration effort was responsive to requests from educational leaders and state legislators
- Combined processes for community engagement, needs assessment, planning, budgeting and evaluation for nine programs
- Designed to reduce burden and redundancies and improve the framework by which progress can be measured over time

Aligned Programs & Common Goals



Summary of Program Purpose

Centering supports from kindergarten readiness through college & career and especially for focal group students.

Continuous Improvement Planning (CIP) - A process involving educator collaboration, data analysis, professional learning and reflection - toward improved outcomes for students and especially students experiencing disparity.

Every Day Matters - (EDM) - Embedded across the five other programs, focusing attention on student engagement, school culture, climate/safety & culturally sustaining pedagogy.

Career Connected Learning (CCL) - Framework of career awareness, exploration, preparation, and training that is both learner-relevant and directly linked to professional and industry-based expectations.

Summary of Program Purpose

Centering supports from kindergarten readiness through college & career and especially for focal group students.

High School Success (HSS) - Systems to improve graduation rates and college/career readiness.

Student Investment Account (SIA) - To meet students' mental health, behavioral needs and increase academic achievement/reduce disparities for student focal groups.

Early Indicator and Intervention System (EIS) - The development of a data collection and analysis system, in which educators collaborate, to identify supports for students.

Summary of Program Purpose

Centering supports from kindergarten readiness through college & career and especially for focal group students.

Early Literacy Success School District Grants (ELGSSG) - Grants to school districts in order to Increase early literacy for children from birth to third grade, reduce literacy academic disparities for student groups that have historically experienced academic disparities, increase support to parents and guardians around literacy, and to increase access to early literacy learning through support that is research-aligned, culturally responsive, student-centered and family-centered.

Career and Technical Education - Perkins V (CTE) - Improving access and participation in education and training programs that prepare learners for high-wage, high-skill, in-demand careers.

Federal School Improvement - Address the academic disparities for named focal student groups and subject areas at schools identified as Comprehensive Support and Improvement (CSI) and Targeted Support and Improvement (TSI).

Meet our Planning Team Members

Tami Zigler

Amanda Dallas

Chad Tollefson

Clint Raever

Tanner Smith

Required Planning Processes

- Use of an Equity Lens
- Community Engagement
- Comprehensive Needs Assessment
- Potential Impact on Focal Students
- Development of a four-year plan with clear Outcomes, Strategies, and Activities
- The existing plan to review and revise
- Input from District Equity Committees
- Recommendations from the Quality Education Model (QEM)
- Recommendations from Statewide Student Success Act Plans
- Reviewing and Using Regional CTE Consortia Inputs

Community Engagement Highlights

- Parent Surveys (YouthTruth)
- Student Surveys (YouthTruth, Teen Health Survey)
- Staff Surveys (YouthTruth, Internal Surveys)
- PTO and Booster club discussions.
- Feedback interviews with City and Community Leadership
- Informal conversations with stakeholders

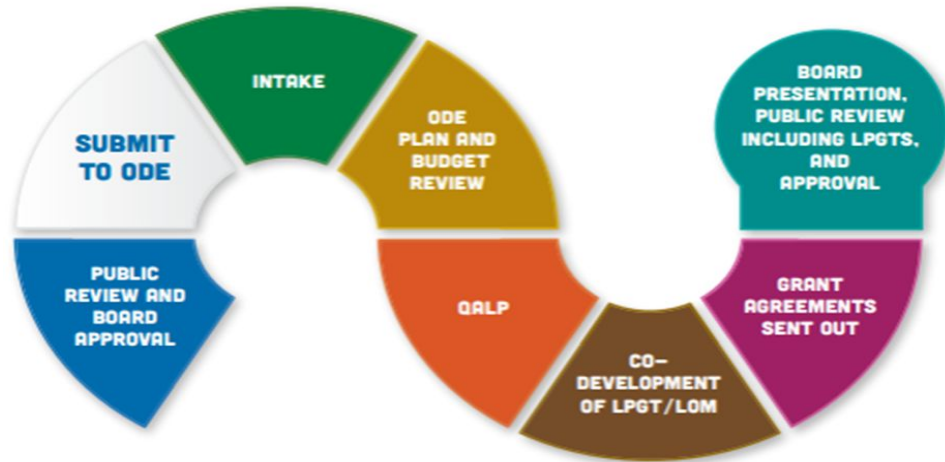
Needs Assessment Highlights

These priorities emerged:

- SEL supports K-12
- Community communication, engagement and involvement.
- Academic systems of support K-12 for students needing both intervention and acceleration.
- Expand academic course offerings
- Continued focus on student safety and well being.
- Diverse extracurricular offerings. Specifically K-5.
- Continuation of mental counseling and mental health supports.
- Investments in facilities and campus safety.
- College and career preparation.

What Happens Next?

These key strategies will help us achieve our intended outcomes:



Questions & Comments

Yamhill-Carlton School District 1

Code: AC
Adopted: 10/09/06
Revised/Readopted: 2/13/12; 12/14/15; 12/14/17;
1/09/20; 12/02/21; 02/13/25

Nondiscrimination and Civil Rights

The district does not discriminate on any basis listed below and prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race¹, color, religion, sex², sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student assignment to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

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

The superintendent shall appoint individuals at the district to contact on issues concerning the Americans with Disabilities Act and Americans with Disabilities Act Amendments Act (ADA), Section 504 of the Rehabilitation Act, Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district's administrative office and available on the home page of the district's website.

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

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001

²~~34 CFR § 106.10 provides "discrimination on the basis of sex includes discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity."~~

Any complaint alleging discrimination may be made to any civil rights coordinator and will be processed in accordance with administrative regulation AC-AR(1) - Discrimination or Civil Rights Complaint Procedure. Depending on the nature of the complaint, additional requirements may apply.

The district will document and track:

1. All reports of discrimination received by the district and all responses to those reports issued by the district, including any investigations completed and remedies provided; and
2. The training completed by each civil rights coordinator.

Civil Rights Coordinator

The Superintendent is the district's civil rights coordinator.

The civil rights coordinator(s) will:

1. Be knowledgeable of the requirements in OARs 581-021-0038, 581-021-0045, 581-021-0046, and 581-021-0660;
2. Have the independence and authority necessary to carry out the provisions of OAR 581-021-0660;
3. Monitor, coordinate, and oversee district compliance with state and federal laws prohibiting discrimination in education, including ensuring the availability of, and providing to students and staff:
 - a. The notice of nondiscrimination³ required by OAR 581-021-0045; and
 - b. The district written complaint process for making reports of discrimination.
4. Oversee and ensure the resolution of district investigations of complaints alleging and substantiating discrimination, including the provision of remedies designed to restore or preserve equal access to an education program or activity;
5. Provide guidance to district staff on civil rights issues in the district;
6. Respond to questions and concerns about civil rights in the district;
7. Coordinate efforts to prevent civil rights violations from occurring in the district; and
8. Satisfy the training requirements in OAR 581-021-0660 (2)-(3)

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 659A.006	ORS 659A.409
ORS 192.630	ORS 659A.009	
ORS 326.051(1)(e)	ORS 659A.029	OAR 581-021-0045
ORS 332.505	ORS 659A.030	OAR 581-021-0046
ORS 408.230	ORS 659A.040	OAR 581-021-0047
ORS 659.805	ORS 659A.103 - 659A.145	OAR 581-021-0650-0665
ORS 659.815	ORS 659A.230 - 659A.233	OAR 581-022-2310
ORS 659.850 - 659.860	ORS 659A.236	OAR 581-022-2370
ORS 659.865	ORS 659A.309	OAR 581-075-0001-075-0005
ORS 659A.001	ORS 659A.321	OAR 581-075-0901
ORS 659A.003		OAR 839-003

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (2018); 29 C.F.R Part 1626 (2019).

Americans with Disabilities Act/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2024).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018); 29 C.F.R. § 1601 (2019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).

Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2018); 29 C.F.R. Part 1635 (2019).

Cross Reference(s):

ACB - All Students Belong

GBA - Equal Employment Opportunity

GBEA - Workplace Harassment

JB - Equal Educational Opportunity

KL - Public Complaints

Yamhill-Carlton School District 1

Code: **IKF**
Adopted: 10/09/06
Revised/Readopted: 4/14/08; 2/13/12; 4/09/20;
12/02/21; 2/08/23

Graduation Requirements

The Board establishes graduation requirements for awarding of a high school diploma, a modified diploma, an extended diploma and a certificate of attendance which meet or exceed state requirements.

A student may satisfy graduation requirements in less than four years. The district will award a diploma to a student fulfilling graduation requirements in less than four years if consent is given by the student's parent or guardian or by the student if the student is 18 years of age or older or emancipated.

If the district requires diploma requirements beyond the state requirements, the district shall grant a waiver for those requirements to any student who, at any time from grade 9 to 12, was:

1. In foster care¹;
2. Experiencing house lessness²;
3. A runaway;
4. A child in a military family covered by the Interstate Compact on Educational Opportunity for Military Children;
5. A child of a migrant worker;
6. Enrolled in the Youth Corrections Education Program or the Juvenile Detention Education Program;
or
7. Enrolled in an approved recovery school under ORS 336.680³.

For any student identified above, the district shall accept any credits earned by the student in an educational program⁴ in this state, applying those credits toward the state requirements for a diploma if the credits satisfied those requirements in that educational program in this state.

¹ "Foster child" is defined in ORS 30.297.

² See OAR 581-022-2000 for additional information.

³ Applies to high school diplomas awarded on or after January 1, 2026.

⁴ "Educational program in this state" means an educational program that is provided by a school district, a public charter school, an approved recovery school (applies to diplomas awarded on or after January 1, 2026), the Youth Corrections Education Program or the Juvenile Detention Program, or funded as provided by ORS 343.243 for students in a long-term care or treatment facility described in ORS 343.961 or a hospital identified in ORS 343.261.

Diploma

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits which include at least:

1. Three credits in mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits in language arts⁵ (shall include the equivalent of one unit in written composition);
3. Three credits in science;
4. Three credits in social sciences (shall include 0.5 units of US Civics⁶ credit in addition to at least 2.5 units of credit aligned to the Oregon State Board adopted standards for US and world history, geography, economics and financial literacy⁷);
5. One credit in health education;
6. One credit in physical education;
7. Three credits in career and technical education, the arts or world languages⁸ (units shall be earned in any one or a combination), and
8. One-half credit of higher education and career path skills⁹;
9. One-half credit of personal financial education¹⁰;

The district shall offer students credit options provided the method for obtaining such credits is described in the student's personal education plan and the credit is earned by meeting requirements described in Oregon Administrative Rule (OAR) 581-022-2025.

⁵ "Language arts" includes reading, writing and other communications in any language, including English.

⁶ Civics becomes a half-credit requirement beginning on January 1, 2026 (ORS 329.451).

⁷ This requirement is replaced with a one-half credit of personal financial education requirement for students who were first enrolled in grade 9 during the 2023-2024 school year or first enrolled in grade 9 in any subsequent school year.

⁸ "World languages" includes sign language, heritage languages and languages other than a student's primary language.

⁹ Higher education and career path skills becomes a one-half credit graduation requirement for students who were first enrolled in grade 9 during the 2023-2024 school year or first enrolled in grade 9 in any subsequent school year (a requirement for a high school diploma awarded on or after January 1, 2027; a district may request a one-year waiver in accordance with law).

¹⁰ Personal finance education becomes a one-half credit graduation requirement for students who were first enrolled in grade 9 during the 2023-2024 school year or first enrolled in grade 9 in any subsequent school year (a requirement for a high school diploma awarded on or after January 1, 2027; a district may request a one-year waiver in accordance with law).

To receive a diploma, in addition to credit requirements outlined above, a student must:

1. Demonstrate proficiency in the Essential Skills of reading, writing and apply mathematics in a variety of settings¹¹;
2. Develop an education plan and build an education profile;
3. Demonstrate extended application of standards through a collection of evidence (or include evidence in existing collection(s)); and
4. Participate in career-related learning experiences.

Honors Diploma

In addition to the Standard Diploma, Yamhill Carlton High School offers an Honors Diploma. The Honors Diploma recognizes the student who pursues a more rigorous course load throughout their four years of high school. To qualify for the honors diploma, students must maintain a 3.5 cumulative GPA and complete 27 credits with the following requirements:

1. Four credits in mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits in language arts (shall include the equivalent of one unit in written composition);
3. Four credits in science;
4. Three credits in social sciences (including history, civics, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education;
7. Three credits in career and technical education, the arts or world languages (units shall be earned in any one or a combination); and
8. One-half credit of higher education and career path skills;
9. One-half credit of personal financial education;
10. Complete three of the specialty categories from the following list:

Mathematics	5 Credits including Calculus or Statistics
Science	4 Credits – <i>If 3 Credits, must be Biology I and above, not CTE</i>
Foreign Languages	4 Credits

¹¹ The State Board of Education has waived this requirement in Essential Skills for students graduating through the 2027-2028 school year.

Adv. Humanities	2 of the following; Adv. English, Adv. US History, History Through Film or Veteran's Legacies. (<i>earning college credit not required</i>)
Fine and Performing Arts	4 credits of any combination of Theater, Music or Visual Arts
CTE	4 credits include agriculture, rocketry, and manufacturing

Distinguished Diploma

Yamhill Carlton High School also offers a Distinguished Diploma. The Distinguished Diploma recognizes the student who pursues a more rigorous course load than is required by the Honors Diploma throughout their four years of high school. All Valedictorians must meet the requirements of the distinguished diploma. A Distinguished diploma will be awarded to students in grades 9 through 12 who maintain a 3.5 cumulative GPA complete a minimum of 28 credits which include at least:

1. Four credits in mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits in language arts (shall include the equivalent of one unit in written composition);
3. Four credits in science;
4. Three credits in social sciences (including history, civics, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education;
7. Four credits in career and technical education, the arts or world languages (units shall be earned in any one or a combination); and
8. One-half credit of higher education and career path skills;
9. One-half credit of personal financial education;
10. Complete 4 of the specialty categories from the following list:

Mathematics	5 Credits including Calculus or Statistics
Science	4 Credits – <i>If 3 Credits, must be Biology I and above, not CTE</i>
Foreign Languages	4 Credits
Adv. Humanities	2 of the following; Adv. English, Adv. US History, , History Through Film or Veteran's Legacies. (<i>earning college credit not required</i>)
Fine and Performing Arts	4 credits of any combination of Theater, Music or Visual Arts
CTE	4 credits include agriculture, rocketry, and manufacturing

The district shall offer students credit options provided the method for obtaining such credits is described in the student's personal education plan and the credit is earned by meeting requirements described in Oregon Administrative Rule (OAR) 581-022-2025.

To receive a diploma, in addition to credit requirements outlined in OAR 581-022-2000, a student must⁸:

1. Develop an education plan and build an education profile;
2. Demonstrate extended application through a collection of evidence; and
3. Participate in career-related learning experiences.

Modified Diploma

A modified diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards adopted by the State Board of Education for a high school diploma while receiving reasonable modifications and accommodations. A modified diploma may only be awarded to a student who meets the eligibility criteria below and other criteria, if applicable, outlined in OAR 581-022-2010(3):

1. The student has a documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers; or
2. The student has a documented history of a medical condition that creates a barrier to achievement.

Having met the above eligibility criteria, a modified diploma will be awarded to students who, while in grade nine through completion of high school, complete 24 credits with at least 13 of those credits to include:

1. Three credits in language arts;
2. Two credits in mathematics;
3. Two credits in science;
4. Two credits in social sciences (which may include history, civics, geography and economics (including personal finance));
5. One credit in health education;
6. One credit in physical education;
7. One credit in career technical education, the arts or world languages (units may be earned in any one or a combination); and
8. One-half credit in personal financial education;
9. One-half credit in higher education and career path skills

⁸ The proficiency in Essential Skills requirement has been waived and is not a condition of receiving a high school diploma during the 2021-2022, 2022-2023 or 2023-2024 school year (Senate Bill 744, 2021).

Students may earn additional credits to earn a modified diploma pursuant to OAR 581-022-2010.

In addition to credit requirements as outlined in OAR 581-022-2010, a student must:

1. Demonstrate proficiency in the essential skills of reading, writing and apply mathematics in a variety of settings¹²;
2. Develop an education plan and build an education profile; and
3. Demonstrate extended application of standards through a collection of evidence (or include evidence in existing collection(s)).
4. Complete a senior project which will be modified to the student's needs.

Districts may make modifications to the assessment for students who seek a modified diploma when the following conditions are met:

1. For a student on an individualized education program (IEP) or Section 504 plan, any modifications to work samples must be consistent with the requirements established in the IEP or 504 plan. Modifications include practices and procedures that compromise the intent of the assessment through a change in the achievement level, construct, or measured outcome of the assessment. This means that IEP or 504 school teams responsible for approving modifications for a student's assessment may adjust the administration of the assessment and/or the assessment's achievement standard. The IEP or 504 team must inform the student's parent that the use of a modification on an assessment will result in an invalid assessment.
2. For a student not on an IEP or 504 plan, any modifications to work samples must have been provided to the student during their instruction in the content area to be assessed and in the year in which the student is being assessed, and modifications must be approved by the school team that is responsible for monitoring the student's progress toward the modified diploma.

Students not on an IEP or a Section 504 Plan may not receive a modified statewide assessment.

A student's school team (which must include an adult student, parent/guardian of the student) shall decide if a student will work toward a modified diploma no earlier than the end of grade six and no later than two years before the student's anticipated exit from high school.

A student's school team may decide to revise a modified diploma decision.

A student's school team may decide that a student who was not previously working toward a modified diploma should work toward one when the student is less than two years from anticipated exit from high school if the documented history has changed.

¹² The State Board of Education has waived this requirement in Essential Skills for students graduating through the 2027-2028 school year.

For students with a documented history as described above, the district shall annually provide the parents or guardians of students, beginning in grade five or after such documented history has been established, the following:

1. Information about the availability of high school diplomas, modified diplomas and the requirements for such diplomas; and
2. A disclosure that students awarded a certificate of attendance will not be counted as a high school graduate in any reporting for the State or district and that such students awarded a certificate of attendance may not indicate they received a high school diploma on applications for employment, military service, financial aid, admittance to an institution of higher education or any other purpose.

Essential Skills

The district will allow English Language Learner (ELL) students to demonstrate proficiency in Essential Skills in the student's language of origin for a high school diploma or a modified diploma.

The district will develop procedures to provide local performance assessment options as described in the *Local Performance Assessment Manual*, in the ELL student's language of origin, and will develop procedures to ensure that locally scored assessment options administered in an ELL student's language of origin are scored by a qualified rater.

Essential Skills Appeal

The district will follow Board policy KL - Public Complaints in the event of an appeal for the denial of a diploma based on the Essential Skills graduation requirement. The district will retain student work samples and student performance data to ensure that sufficient evidence is available in the event of an appeal.

Extended Diploma

An extended diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards adopted by the State Board of Education for a high school diploma while receiving reasonable modifications and accommodations.

To be eligible for an extended diploma, a student must:

1. While in grade nine through completion of high school, complete 12 credits, which may not include more than six credits in a self-contained special education classroom, and will include:
 - a. Two credits in mathematics;
 - b. Two credits in language arts;
 - c. Two credits in science;
 - d. Three credits in history, geography, economics or civics;
 - e. One credit in health;
 - f. One credit in physical education; and
 - g. One credit in the arts or a world language; and
2. Have a documented history of:
 - a. An inability to maintain grade level achievement due to significant learning and instructional barriers;

- b. A medical condition that creates a barrier to achievement; or
- c. A change in the student's ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade eight.

For students with a documented history, the district shall annually provide to the parents or guardians of such students, beginning in grade five or after such documented history has been established, the following:

1. Information about the availability of high school diplomas, modified diplomas and the requirements for such diplomas; and
2. A disclosure that students awarded a certificate of attendance will not be counted as a high school graduate in any reporting for the state or district and that such students awarded a certificate of attendance may not indicate they received a high school diploma on applications for employment, military service, financial aid, admittance to an institution of higher education or any other purpose.

Certificate of Attendance

A Certificate of Attendance¹³ will be awarded to students who:

1. Have maintained regular full-time attendance for at least four years beginning in grade nine;
2. Do not satisfy requirements for a high school diploma, modified diploma or extended diploma; and
3. Have a documented history¹⁴.

For students with a documented history, the district shall annually provide the parents or guardians of such students, beginning in grade five or after such a documented history has been established, the following:

1. Information about the availability of high school diplomas, modified diplomas and the requirements for the diplomas; and
2. A disclosure that students awarded a certificate of attendance will not be counted as a high school graduate in any required reporting for the State or district and that such students awarded a certificate of attendance may not indicate they received a high school diploma on applications for employment, military service, financial aid, admittance to an institution of higher education or any other purpose.

Other District Responsibilities

The district will ensure that all students have onsite access to the appropriate resources and courses to achieve high school diplomas, modified diplomas, extended diplomas, at each high school in the district. The district will provide age-appropriate and developmentally appropriate literacy instruction to all students until graduation.

The district may not deny a student the opportunity to pursue a diploma with more stringent requirements than a modified diploma or an extended diploma for the sole reason the student has the documented history listed under the above modified diploma or extended diploma requirements.

¹³ A student who began grade 9 before July 1, 2020, may be awarded an alternative certificate if the student satisfies the requirements for an alternative certificate which are in effect on the day before July 1, 2024.

¹⁴ "Documented history" means evidence in the cumulative record and education plans of a student that demonstrates the inability over time to maintain grade level achievement even with appropriate modifications and accommodations.

The district may award a modified diploma or an extended diploma to a student only upon the written consent of a student who is an emancipated minor or who has reached the age of 18 (adult student) at the time the modified or extended diploma is awarded, or the student's parent or guardian. The district must receive the written consent during the school year in which the modified diploma or the extended diploma is awarded.

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma or a certificate of attendance in the later of 4 years after starting the ninth grade, or until the student reaches the age of 21 if the student is entitled to a public education until the age of 21 under state or federal law.

A student may complete the requirements for a modified diploma, an extended diploma or a certificate of attendance in less than four years but not less than three years. To satisfy the requirements for a modified diploma, an extended diploma or a certificate of attendance in less than four years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the district superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

A student who qualifies to receive or receives a modified diploma, an extended diploma, or a certificate of attendance shall have the option of participating in a high school graduation ceremony with the student's class.

A student who receives a modified diploma, an extended diploma, or a certificate of attendance shall have access to instructional hours, hours of transition services and hours of other services that are designed to meet the unique needs of the student. When added together, the district will provide a total number of hours of instruction and services to the student that equals at least the total number of instructional hours that is required to be provided to students who are attending a public high school. The district may not unilaterally decrease the total number of hours of instruction and services to which the student has access regardless of the age of the student.

The district will award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an IEP completes high school, the district will give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a free appropriate public education (FAPE) until the age of 21, even if they have earned a modified diploma, an extended diploma, a certificate of attendance or completion of a General Education Development document. The continuance of services for students with disabilities for a modified diploma, extended diploma or certificate of attendance is contingent on the IEP team determining the student's continued eligibility and special education services are needed.

Students and their parents will be notified of graduation and diploma requirements.

The district may not deny a diploma to a student who has opted out of statewide assessments if the student is able to satisfy all other requirements for the diploma. Students may opt-out of the Oregon statewide assessments in language arts and/or mathematics by completing the Oregon Department of

Education's Opt-out Form¹⁵ and submitting the form to the district.

The district will issue a high school diploma to a veteran if the veteran resides within the boundaries of the district or is an Oregon resident and attended a high school of the district, or to a deceased veteran, upon request from a representative of the veteran, if the deceased veteran resided within the boundaries of the district at the time of death or was an Oregon resident at the time of death and attended a high school of the district.

The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. "Student-initiated test impropriety" means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

END OF POLICY

Legal Reference(s):

[ORS 329.007](#)
[ORS 329.045](#)
[ORS 329.451](#)
[ORS 329.479](#)
[ORS 332.107](#)
[ORS 332.114](#)
[ORS 336.585](#)
[ORS 336.590](#)

[ORS 339.115](#)
[ORS 339.505](#)
[ORS 343.295](#)

[OAR 581-021-0009](#)
[OAR 581-022-0102](#)
[OAR 581-022-2000](#)
[OAR 581-022-2005](#)

[OAR 581-022-2010](#)
[OAR 581-022-2015](#)
[OAR 581-022-2020](#)
[OAR 581-022-2025](#)
[OAR 581-022-2030](#)
[OAR 581-022-2115](#)
[OAR 581-022-2120](#)
[OAR 581-022-2505](#)

Test Administration Manual, published by the OREGON DEPARTMENT OF EDUCATION.

Certificates for School Completion: Questions and Answers Related to the Implementation of SB 992, published by the OREGON DEPARTMENT OF EDUCATION.

Cross Reference(s):

IKFA - Early Graduation
IL - Assessment Program

¹⁵ Oregon Department of Education page for: [30-day notice and opt-out form](#)

Yamhill-Carlton School District 1

Code: GBNAA/JHFF
Adopted: 4/09/20
Revised/Readopted: 1/13/22, 3/13/25

Suspected Sexual Conduct with Students and Reporting Requirements

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers, and students⁴ are subject to this policy.

⁵“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

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

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

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

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

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

⁴ Student conduct may only be sexual conduct if the student is also an employee, contractor, agent, or volunteer.

⁵ This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

Any district employee, contractor, agent or volunteer who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the Human Resources Director who shall report the suspected sexual conduct to the Board chair.

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

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

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

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

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

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

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

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

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

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

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging 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, agent or volunteer for the district is prohibited.

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

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

[ORS 419B.005 - 419B.045](#)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).
House Bill 4160 (2024)

Cross Reference(s):

GBN/JBA - Sexual Harassment

GCAB - Personal Electronic Devices and Social Media - Staff

IIBGA - Electronic Communications System

JFCF - Harassment, Intimidation, Bullying, Cyberbullying, Teen Dating

Violence, and Domestic Violence – Student

JHFE - Reporting of Suspected Abuse of a Child

JHFF/GBNAA - Suspected Sexual Conduct with Students and Reporting Requirements

Yamhill-Carlton School District 1

Code: JHCD
Adopted: 03/13/2025

Medications

The district recognizes administering a medication to a student and/or permitting a student to administer a medication to themselves, may be necessary to allow the student to attend school. Therefore, the district allows medication, including injectable medications, to be administered to a student by designated personnel and the administration of medication by a student to themselves without assistance from designated personnel, subject to criteria established by the district and in accordance with Oregon law.

The district shall designate personnel authorized to administer medications to students. Medications, including injectable medications, may be administered by designated district personnel as part of a formal delegation by a registered nurse. Annual training shall be provided to designated personnel in accordance with law. The training will align with the ODE Medication Administration Training and include discussion of this policy, procedures and materials, including but not limited to, procedures outlined in administrative regulation JHCD-AR - Medications.

When a licensed health care professional is not immediately available, trained personnel designated by the district may administer epinephrine, glucagon, treatment for adrenal insufficiency, or another medication to a student as prescribed and/or as otherwise allowed by Oregon law.

A current first-aid/CPR/AED card is required for designated personnel.

The district reserves the right to reject a request for administration of medication at school, either by district personnel or student self-administration, if the medication is not necessary for the student to remain in school.

The district may revoke permission given to a student to self-administer medication if the student does not responsibly self-administer the medication or abuses the use of the medication, as determined by district personnel.

Medications will be handled, stored, monitored, disposed of and records maintained in accordance with law and established district procedures governing the administration of prescription or nonprescription medications to students, including procedures for the disposal of sharps and glass.

A process shall be established by which, upon parent or guardian written request, a backup medication is kept at a reasonably, secure location in the student's classroom as provided by state law.

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

A non-injectable short-acting opioid antagonist may be administered to any student or other individual by district personnel (whether or not they have received training on administering medications) on district premises who the individual administering the short-acting opioid antagonist believes in good faith is experiencing an opioid overdose.

A school administrator, teacher or other school employee, may administer a short-acting opioid antagonist to a student who experienced or is experiencing an opioid overdose without written permission and instructions of the student’s parents or guardian.

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

The superintendent shall develop administrative regulations to meet the requirements of law and the implementation of this policy.

END OF POLICY

Legal Reference(s):

[ORS 332](#).107

[ORS 339](#).866 - 339.871

[ORS 433](#).800 - 433.830

[ORS 689](#).800

[OAR 166](#)-400-0010(17)

[OAR 166](#)-400-0060(29)

[OAR 333](#)-055-0000 - 0035

[OAR 581](#)-021-0037

[OAR 581](#)-022-2220

[OAR 851](#)-047-0000 - 0030

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 (2019).

OREGON HEALTH AUTHORITY AND OREGON DEPARTMENT OF EDUCATION, *Medication Administration: A Manual for School Personnel*.

House Bill 1552 (2024).

Community Use of District Facilities

Community groups will be permitted and encouraged to use district facilities for worthwhile purposes when such uses do not interfere with district programs. The superintendent will encourage the involvement of staff, parents and community in the development of guidelines for community use of district facilities. All such arrangements will be subject to the following provisions:

Eligible Organizations

There will be three classifications of non-school uses of district facilities. These classifications are established for the purpose of determining rental charges and other fees.

1. Category 1: School district programs or affiliated¹ non-profit youth recreational programs.
2. Category 2: In district non-profit groups (75% of participants reside within the Yamhill Carlton School District boundary).
3. Category 3: In and out of district for-profit, out of district non-profit, or private organizations.

Use of District Facilities for Private Gain

The use of district buildings and other facilities by any organization operating for private gain, or any purpose involving private gain, will be permitted only when:

1. Such use is sponsored by some organization which is not operated for private gain;
2. Such use will not benefit principally the organization operating for private gain;
3. A worthy educational, civic or charitable purpose will be served;
4. A substantial group in the community will benefit;
5. Alternate facilities are unavailable or available only at undue cost or inconvenience.

Such use of school facilities by district employees will be discouraged.

¹ Affiliated organizations have a working memorandum of understanding (MOU) with the Yamhill Carlton School District.

Rental Charges and Approval of Use

All district facility rentals will be approved by the superintendent or his/her designee. Fees for the use of district facilities will be determined by the superintendent based upon the rental charges and personnel fees approved by the Board.

The superintendent will be responsible for specific building-use regulations, except special requests not covered by Board policy.

The Board expects the users to treat the facilities with respect. A *Facility Rental Application* must be submitted by the person or group to the district office. The application can be found on the district website at <https://www.ycsd.k12.or.us/departments/facilities>. The users must agree to all guidelines in the *Facility Rental Application*. The original copy of the agreement will remain in the district office, with copies distributed to the appropriate building administrator, building custodial staff and facility user.

Requests must be resubmitted if the user desires to continue usage.

The superintendent will encourage the involvement of staff, parents and the community in the development of specific building-use regulations.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 332.172](#)