Meeting Packet

REGULAR SESSION

6/12/2025

07:00 PM



REGULAR SESSION

PHILOMATH SCHOOL DISTRICT 17J
Philomath High School Community Conference Room
2054 Applegate Street, Philomath

6/12/2025 07:00 PM

A. EXECUTIVE SESSION ~ 6:00 p.m.

The Board will convene into Executive Session at 6:00 pm per ORS 192.660 (2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations; and per ORS 192.660(2)(i) to review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member, unless the person whose performance is being reviewed and evaluated requests an open hearing; and per ORS 192.660(2)(k) to consider matters relating to school safety or a plan that responds to safety threats made toward a school.

B. REGULAR SESSION ~ 7:00 p.m.

1. **Call to Order: Chairperson**
    i. **Pledge of Allegiance**
    ii. **Approval of Consent Agenda**

Consent Agenda (p. 5)
Regular Board Meeting Minutes May 8, 2025 (p. 6)
Regular Board Meeting Minutes December 9, 2024 (p. 10)

    iii. **Request for Agenda Modifications**
2. **Public Comment**
3. **Student Government Report**
4. **Close Regular Session**
5. **Open 2025-2026 Budget Hearing for Discussion**
    i. Business Manager and Superintendent
    ii. Board Discussions
    iii. Public Comments
6. **Close Budget Hearing**
7. **Reopen Regular Session**

8. 2025-2026 Budget Actions

i. Resolution 2425-05: A Resolution to Adopt the Budget and to Make Appropriations
ii. Resolution 2425-06: A Resolution Imposing and Categorizing the Tax

Resolutions 2425-05 & 2425-06 (p. 13)

C. REPORTS~

1. Association Reports

- PEA
- OSEA

2. School Stuff

Nurses Annual Report

Health Report (p. 15)

3. Superintendent's Report

Superintendent's Report (p. 18)

4. Financial Report

Board Report (p. 21)

2024-25 Appropriations (p. 22)

PSD Cash Flow Report (p. 23)

PES Student Activities Report (p. 24)

PMS Student Activities Report (p. 25)

PHS Student Activities Report (p. 27)

Enrollment Totals (p. 31)

D. STRATEGY AND DISCUSSION ~

1. Student Representative to the Board Update

Policy BCBA (p. 32)

Policy BCBA-AR (p. 33)

2. Summer School Update
3. July and August Board Meeting Dates
4. PEA Negotiations

E. DISCUSSION & ACTION ITEMS ~

1. Inter-District Transfer Allowances

Open 15 spots at the Philomath Academy in grades 6-8 (5 spots per grade).

2. Second Reading Policies

GCBDC/GDBDC-Safe Leave Policy (p. 36)

GCBDC-GDBDC-AR - Safe Leave Process (p. 39)

IKFA (p. 41)

JECA (p. 42)

3. Resolution 2425-07

   Resolution 2425-07 (p. 44)

F. MEETING CLOSURE ~

1. Next Meeting Agenda Items
2. Board Thanks
3. Board Requests
4. Adjournment

G. IMPORTANT DATES

Jun 23	2:00 pm	Strategic Planning Meeting

CONSENT AGENDA

June 12, 2025

Updated: 6/5/25 1:27 PM

A. Minutes:

i. May 8, 2025 Regular Board Meeting Minutes
ii. December 9, 2024 Regular Board Meeting Minutes

B. Out of State Travel: None

C. Leave of Absence Requests

1.	Tiffany Wallace	IA – High School Terms 1 & 2 – 15 hours per week Term 3 – full time leave of absence
2.	Jessica Hanson	Teacher – High School .2 FTE leave for 2025-2026
3.	Keri Bennett	Teacher – High School – full time leave for Terms 2 & 3

D. Personnel/Staffing Adjustments: None

1. Retirements: None

2. Resignations:

i.	Jolene Latz	PHS Media Assistant
ii.	Katelyn Junkman	CPS Instructional Assistant
iii.	Lucas Olson	CPS Instructional Assistant

3. New Hires:

i.	Anna Ayres	Temporary IA for 25-26 – High School
ii.	Daniel Mikula	English Language Arts & Yearbook Teacher for 25-26 – High School
iii.	Medina Moes	Special Education Teacher for 25-26 – King's Valley Charter School

4. Staff Reassignments/Changes in FTE:

i.	Maria Gutoski	Temporary to Permanent PMS Language Arts Teacher for 25-26

5. Coaches: None

6. Extra Duty Assignments: None

REGULAR SESSION

Meeting Minutes

PHILOMATH SCHOOL DISTRICT 17J
Philomath High School Community Conference Room
2054 Applegate Street, Philomath
5/8/2025 07:00 PM

A. **EXECUTIVE SESSION**

The Board convened into Executive Session at 6:00 pm per ORS 192.660 (2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations; and per ORS 192.660(2)(i) to review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member, unless the person whose performance is being reviewed and evaluated requests an open hearing.

B. **REGULAR SESSION**

1. **Call to Order**: The Regular Session of the Philomath School District Board of Directors was called to order by Board Chair Rick Wells at 7:03 pm on May 8, 2025 at the Philomath High School Community Conference Room located at 2054 Applegate Street. Those in attendance included Philomath School District Board of Directors Rick Wells, Joe Dealy, Sandi Hering, Erin Gudge, and Ryan Cheeke; Superintendent Susan Halliday; Business Manager Jennifer Griffith; Executive Assistant Michele McRae. Ryan Cheeke left the meeting at 8:19 pm after action items in section E were approved. The Board then worked through agenda items C4-5 and D1-4.
    i. **Pledge of Allegiance**: Director Dealy led us in the Pledge of Allegiance.
    ii. **Approval of Consent Agenda**: Director Cheeke moved to approve the consent agenda as presented. Director Hering seconded the motion, and the Board unanimously approved it. Motion passes 5-0.
    iii. **Request for Agenda Modifications**: Rick said that he would like to add Policy Development and Fund Balance to Strategy and Discussion. Director Cheeke would like to talk about the softball field naming.
2. **Public Comment**: There were no public comments.

C. **REPORTS**

1. **Student Government Report**: Levi Storch reported that they held the prom at the Toyota Club and over 200 students attended the event. He said that the high school play

was a huge success. He said that he was at outdoor school last week as a guidance counselor for the middle school students, and it was a highlight of his year. Spring sports are well underway.

2. **Association Reports**
    i. **PEA**: Charlene Opheim reported that they have begun negotiations with the District, and she added that the communication between PEA and PSD has been very positive. She was happy that for teacher appreciation week, they have been provided with treats every morning, and today Lil' Heffer supplied coffee and smoothies for teachers during their lunch breaks. She reported that staff were provided with Crisis Prevention Institute training that is very valuable to staff.
    ii. OSEA: No report tonight.
3. **School Stuff**
    i. **Student Services Report**: Kelsey Greydanus, the District's Student Services Director, reported that they support special education, 504's and English Language Learners. They completed many evaluations this year with the help of a full time district psychologist. She presented a graph showing the evolution of services between the primary school through high school. She explained that a 504 plan supports a student through school and possibly the workplace and college. It isn't as robust as an individualized education plan; however, it can continue to support them after they graduate. She highlighted some of the professional learning that she has developed over this year for the special education department. She praised the collaboration between the RTIi team and the special education team.
    ii. **Facilities Report**: Joey Digiovannangelo reported on the upgrades and repairs that the facilities department has been working on this year. They have been upgrading the lighting throughout the District. They replaced the roof on the auto shop, and it was still under warranty, so it was covered by the roofing company. Clemens Field Grandstand Siding – There was dry rot in the grandstand and they added metal siding. During winter break, they discovered that there was a major water leak under the elementary school, and it was a major undertaking to fix it. Some of the projects planned for this summer are adding safety features, boiler pumps at the middle school, communication improvements, install touch screen displays, install carpet in classrooms, adding heaters at Blodgett Elementary, restriping the track and add drainage to the softball field. Student Services will move to the high school library, and their old offices will be divided between the Academy and the District Office. He is organizing a Long Range Planning Committee.
4. **Superintendent's Report**
    i. Superintendent Halliday recognized the nurses, teachers and school principals for all of their hard work.
    ii. The King's Valley Charter School's Annual Report and Audit Report were included in the Board packet.
    iii. Superintendent Halliday spoke about the summer learning opportunities for students.

iv. Superintendent Halliday spoke about current legislation.
v. Clarification was given regarding scholarships through the Benton Community Foundation and The Rotary Club.
vi. Superintendent Halliday and the Board thanked Levi Storch and Maggy Real for volunteering as Student Representatives to the Board.

5. **Financial Report**: The business manager was unable to attend the meeting tonight, however, the financial reports were included in the board packet.

D. **STRATEGY AND DISCUSSION**

1. **Student Representatives to the Board**: Superintendent Halliday asked the Board what they want her to do to begin this process. ASB elections already took place, so the selection process will have to take place outside of the elections. Levi suggested that this opportunity be made available to all students.
2. **Outcome of Safety Meeting**: Superintendent Halliday said that they had a good safety meeting, and they looked at the survey results. Superintendent Halliday envisions the centered school committees to meet separately, and then meet quarterly as a full group. They're also looking at updating two sections of the flip book that will be ready in the fall. Director Gudge asked if it would be realistic to put together a meeting schedule for next year and a timeline that would be adhered to. Superintendent Halliday said yes. Director Gudge also asked that the items from the survey be addressed.
3. **Softball Field Naming**: At the King's Valley Joint Board Meeting with Philomath School District on April 28th, the Board voted to approve the naming of the high school softball field, Warrior Field.
4. **Policy DBDB**: Director Wells read policy DBDB, and reiterated the guidelines for the cash carryover requirements. Director Gudge asked if he was raising this because he was concerned that the District is out of compliance. He wants the district to be fiscally prudent, and there are many unknowns regarding funding at this time. He said that he will talk to the business manager about this.

E. **DISCUSSION & ACTION ITEMS**

1. **Resolution #2425-03: A Resolution Transferring Appropriations Between Funds**: This Resolution fixes the Pool Fund appropriation. The appropriations in the pool fund would be overspent if we do not fix. The correction also includes a transfer from the General Fund. We have funds available in the Board approved transfer because we didn't need to transfer the full amount allocated for the unemployment fund. Director Dealy moved to approve Resolution 2425-03 as presented. Director Cheeke seconded the motion, and the Board approved it unanimously. Motion passes 5-0.
2. **Resolution #2425-04: A Resolution Transferring Appropriations Within Fund**: This Resolution just moves appropriations within the 700 fund to fix a projected over expense of appropriation in the Instruction Services function. No additional transfer of funds is necessary. Director Dealy moved to approve Resolution 2425-04 as presented. Director Cheeke seconded the motion, and the Board approved it unanimously. Motion passes 5-0.

3. **Approval of Integrated Guidance**: Superintendent Halliday explained the components of the Integrated Guidance Plan, and it was included in the Board packet. She said that the plan is amendable. Director Dealy moved to approve the Integrated Guidance Plan as presented. Director Hering seconded the motion, and the Board unanimously approved it. Motion passes 5-0.
4. **Approval of Superintendent's Contract**: Director Wells said that the new contract is valid through 6-30-2028, and he read some of the updates. Director Dealy moved to approve the superintendent's new contract as presented. Director Gudge seconded the motion and the Board unanimously approved it. Motion passes 5-0.

F. **MEETING CLOSURE**

1. **Next Meeting Agenda Items**: Update on Student Representative to the Board.
2. **Board Thanks**: Director Hering thanked everyone in the district. She said it takes a village, and we have a great one! Director Dealy said this District does an amazing job. Director Wells thanked Joey and Kelsey for their informative reports. Levi thanked all of his teachers.
3. **Board Requests**: Director Gudge requested that between now and the end of Superintendent Halliday's current contract they implement a step schedule for her contract.
4. **Adjournment**: Board Chair Rick Wells adjourned the meeting at 9:00 pm.

_____
Board Chair

_____
Superintendent

_____
Date

REGULAR SESSION

Meeting Minutes

PHILOMATH SCHOOL DISTRICT 17J
Philomath High School Community Conference Room
2054 Applegate Street, Philomath
12/9/2024 07:00 PM

A. **REGULAR SESSION**

1. **Call to Order**: The Regular Session of the Philomath School District Board of Directors was called to order by Board Chair Rick Wells at 7:01 pm on December 9, 2024 at the Philomath High School Community Conference Room located at 2054 Applegate Street. Those in attendance included Philomath School District Board of Directors Rick Wells, Joe Dealy, Sandi Hering, Erin Gudge, and Ryan Cheeke; Superintendent Susan Halliday; Business Manager Jennifer Griffith; Executive Assistant Michele McRae.
    i. **Pledge of Allegiance**: Director Cheeke led us in the Pledge of Allegiance.
    ii. **Approval of Consent Agenda**: Director Gudge moved to approve the consent agenda as presented. Director Dealy seconded the motion, and the Board unanimously approved it. Motion passes 5-0.
    iii. **Request for Agenda Modifications**: There were no requests for agenda modifications.
2. **Public Comment**:
    i. Nicole Dolan spoke about a conflict over the weekend at the high school. She said that the drama performance overlapped with a girls' basketball event, so parking was difficult, and some of the space reserved for drama was not available. She said that there is another conflict coming up between a wrestling match and a musical event. She asked that calendars be reviewed so events don't overlap.
    ii. Linda Hamilton is a member of the OSBA Board of Directors and a member of Lane ESD. She is a strong advocate for the CTE program and having representation from the rural communities on the Board. She is supporting Clyde Rood for OSBA Board of Directors Position 10 because she would like to see more CTE support for rural areas.
3. **Student Government Report**: No report tonight.

B. **DISCUSSION & ACTION ITEMS**

1. **OSBA Elections**:

i. Clyde Rood, who is running for OSBA Board of Directors Position 10, said that he grew up in Sweet Home, Albany, and Lebanon. He went from the military to coaching students in sports. He has been on the Lebanon School Board for 1-1/2 years. He would like to see Region 10 have better communication between the districts in District 10.
ii. Luhui Whitebear, who is also running for the OSBA Board of Directors Position 10, said that she is from rural Oregon. She is on the Corvallis School Board, and she would like to serve for this region. One of her areas of work has been to protect Board members privacy. She would like to work to remove inequities in CTE programs in our region.
iii. **OSBA Board of Directors Position 10:** Clyde Rood received 2 votes, and Luhui Whitebear received 3 votes
iv. **OSBA Legislative Policy Committee Position 10:** Jason Curtis received 4 votes

2. **Resolution #1 Amends OSBA's Dues Schedule:** Director Gudge read Resolution #1. This Resolution received 5 votes in favor of the Resolution.
3. **Resolution #2 Creates the OSBA Pride Caucus & Designated Seat on the OSBA Board and LPC:** Director Gudge read Resolution #2. This Resolution received 2 votes for and 3 votes against the Resolution.
4. **Resolution #3 Adopts Proposed Amendments to OSBA Bylaws.** Director Gudge read the Resolution. This Resolution received 5 votes for the Resolution.

C. **REPORTS**

1. **Association Reports**
   i. **PEA**: No report tonight.
   ii. **OSEA**: No report tonight.
2. **School Stuff**: Mark Henderson, Philomath High School Principal, updated the Board on the high school improvement plan, and the goals for student engagement, attendance, academics, and state assessments compared to other districts.
3. **Superintendent's Report**:
   i. Superintendent Halliday reported that the Calendar Committee will be meeting soon to work on the 2025-2026 and the 2026-2027 school year calendars. They will be adopted by the Board in either January or February.
   ii. Senate Bill 5506 allows a special education stipend for staff members who work in the special education area as long as more than 75% of their day is spent working in special education. The District is working through the requirements in order to pay the Philomath School District employees who qualify for the stipend.
   iii. Philomath High School hosted a town hall meeting for Senator Gomberg, and it was open for other Districts and communities to join.
   iv. The Governor released her recommended budget for the 2025-2027 biennium at $11.56 billion. This is an increase of 1.2 billion dollars from the previous biennium.
   v. The District's ESD, Linn-Benton-Lincoln ESD is finalizing the Local Service Plan.

vi. The cell phones in schools survey was sent out, and there have been 365 responses from parents, 73 responses from staff, and 210 responses from students.

4. **Financial Report**: Jennifer Griffith, Philomath School District Business Manager, reported that the state school fund will not be recalculated until after second period average daily membership has been submitted and calculated. Jennifer is calculating a $250,000 loss due to decreasing enrollments. She reported that the auditors are finished with their work, so there should be a report to present from the auditors at the January Board Meeting.

D. **STRATEGY AND DISCUSSION**

1. **Safety Committee Updates**: Superintendent Halliday reported that they have started recruiting staff members for the two safety committee groups.
2. **Board Member School, Committee & Liaison Assignments**: Superintendent Halliday presented a chart with the liaison assignments throughout the District for Board members.
3. **State Report Cards**: Superintendent Halliday summarized the State Report Card data along with the participation rates. On many of the reports, student scores reflected an increase from the previous year.

E. **MEETING CLOSURE**

1. **Next Meeting Agenda Items**: Liaison Assignments; strategic plan; update on cell phone surveys.
2. **Board Thanks**: Director Dealy thanked all the staff for all that they do for the District. He's hoping to attend some of the holiday music performances. Director Cheeke appreciated the acoustics at the high school during an elementary school performance. Director Gudge thanked everyone who attended the meeting. Director Hering thanked the administrative staff for making the students educational experiences positive. Director Wells thanked everyone in the District
3. **Board Requests:** Director Hering wished everyone Happy Holidays and a Happy New Year.
4. **Adjournment:** Director Wells adjourned the meeting at 8:53 pm.

_____
Board Chair

_____
Superintendent

_____
Date

RESOLUTION No. 2425-05

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of the Philomath School District 17J
hereby adopts the budget for fiscal year 20**25-26** in the total amount of $57,091,984.*
This budget is now on file at **1620 Applegate Street** in Philomath, Oregon**.**

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2025, for the following purposes:

General Fund 100	
Instruction…..……	16,345,987
Support Services…….	8,985,487
Enterprise & Comm…..	1,276
Facilities Acquisition/ Construction	5,000
Transfers……...…	710,000
Contingency…….....	375,000
**Total……..... **	**$26,422,750**

Local/State/Federal Programs Funds 200s	
Instruction……	2,442,233
Support Services…….	1,677,204
Enterprise & Comm…..	1,148,967
Facilities Acquisition/ Construction	80,000
Transfers……...…	0
**Total……. **	**$5,348,404**

Assoc. Student Body Funds 284-286	
Instruction……	824,478
**Total……. **	**$824,478**

Debt Service Fund 300s	
Debt Service	1,873,745
**Total…… **	**$1,873,745**

Capital Projects Fund 400s	
Support Services…….	480,000
Facilities Acquisition/ Const	471,852
**Total……. **	**$951,852**

Unemployment Fund 600s	
Support Services…….	80,000
**Total……. **	**$80,000**

Trust & Agency Funds 700s	
Instruction……	85,500
Support Services…….	138,000
Enterprise & Comm…..	7,500
**Total……. **	**$231,000**

Total APPROPRIATIONS, All Funds	**$35,732,229**
Total Unappropriated and Reserve Amounts, All Funds	21,359,755
TOTAL ADOPTED BUDGET	**$57,091,984** *

(amounts with asterisks must match)*

X_____
Rick Wells, Board Chair

X_____
Susan Halliday, Superintendent

RESOLUTION No. 2425-06

RESOLUTION IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2025- 2026:

(1) At the rate of $ 4.8664 per $1000 of assessed value for permanent rate tax;

(2) At the rate of $ 1.50 per $1000 of assessed value for local option tax;

(3) In the amount of $2,196,000 for debt service on general obligation bonds;

RESOLUTION CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the Education Limitation

Permanent Rate Tax.....$ 4.8664/$1000

Local Option Tax……...$ 1.50/$1000

Excluded from Limitation

General Obligation Bond Debt Service…..$ 2,196,000

The above resolution statements were approved and declared adopted on June 12, 2025.

X_____
Rick Wells, Board Chair

X_____
Susan Halliday, Superintendent

150-504-075-5 (Rev. 10-01-19)

Philomath School District RN Annual Report for School Year 2024-2025

Summary of Objectives:

- To maintain and improve the health of the Philomath School District student population by providing screenings, treatments, assessments and daily monitoring of acute and chronic health conditions.
- To create health management and emergency response plans, as appropriate
- To educate staff on health conditions, emergency responses, and medication administration. To delegate specific healthcare tasks, as appropriate
- To collect, maintain, and submit student health data as required by Oregon law.
- To advocate for the health and well-being of all of our students through collaborations with their healthcare providers, their families, county & state agencies, and school staff.

Annual Outcome of Service Conditions and Nursing Services:

- Care–and supervision of care–provided to medically fragile and complex students. Some of the chronic conditions we helped to manage this year are: diabetes, epilepsy, adrenal insufficiency, cardiac conditions, severe allergic reactions, students with feeding tubes, students with intestinal ports, and students with various implanted devices. Our numbers of medically fragile and medically complex students continue to necessitate constant nursing presence.
- Provide first aid for acute conditions, such as bone fractures, concussions, loss of consciousness, seizures, severe hypoglycemia and allergic reactions.
- Continue to be involved in 504 and IEP team meetings. In addition, we frequently contribute to support teams, child abuse reporting, and collaborations between our Family Support Liaison and school counselors.
- Fulfilled all requirements for state-mandated reports throughout the year, including:
    - All phases of immunization review
    - ODE Medically Fragile School Nurse Data report
    - School-based Medicaid Administrative Claiming report
- Continued to make efforts to streamline our communications across the district–keeping FERPA in mind–and to integrate student health data into digital systems.
- Acquired no-cost epinephrine and Narcan for all of our schools through partnerships with the Epi4Schools program and Benton County Health Department.

Screenings and Referrals:

The nurses do not perform screenings; however we collaborate with the local agencies that do. Our role is to coordinate screenings with agencies, communicate with families, prepare forms, organize each screening, record data, make referrals, and maintain records.

- **Vision** screenings were administered by the Lions Foundation for grades KG-5th grade.
- **Hearing** screenings were administered by the audiologists at LBLESD for grades KG, 1st & 3rd.
- **Dental** screenings and treatments were provided by the Benton County Health Dept for grades KG-8.

Education and Staff Training Performed this Year

Training for all district staff in recognition of anaphylaxis and administration of epinephrine. (This training was provided to Mid-Columbia Bus Company staff as well.)

General medication administration training for all staff who administer medications throughout the school year, including for teachers on field trips.

Focused training on diabetic care and glucagon administration, as appropriate

Focused training on seizure protocol and seizure rescue medication, as appropriate

Focused training on implanted devices, including defibrillators and VNS (Vagus Nerve Stimulators), as appropriate

Focused training on G-tube feeding, as appropriate

Focused training on Solu Cortef for adrenal insufficiency, as appropriate

Provided input to staff on specific acute and chronic medical and mental health conditions, as needed.

Continuing Education

This year, in addition to required CEs to maintain an Oregon nursing license, the nurses took a day-long online course: *School Nurses: Best Practices for School Medical Emergencies* offered by the Bureau of Education and Research.

In summary, we've had a busy year! And we're proud of what we feel has been a job well done. We've offered you a snapshot of what we do, but of course we can't convey the breadth of our accomplishments in this short synopsis. We continue to feel that PSD, with its significant number of students with serious health conditions, is best served by having two nurses on staff. The responsibilities are simply too great to put on just one person. We both love this community we serve and are grateful for the opportunity to share our passion for health and wellness with the wonderful families who live here. We hope to be able to do so for many years to come!

Gratefully,

Tina Hoch, BSN, RN
Laura Bryant, MS, RN

Philomath School District 17J

Benton County School District No. 17J, 1620 Applegate Street Philomath OR 97370 (541) 929-3169

Graduate EVERY student and transition each into a job, training, or college.

Philomath School District 17J
Board of Directors
Superintendent Report
June 12, 2025

Walking Wishes and Worthy Welcomes:
Thanks to the following educators for their service to the Philomath School District. All the best to each of you in whatever the future holds.

- Derek Bright, Social Studies Teacher (Philomath Middle School)
- Tina Chambers, Instructional Assistant (Philomath Middle School)
- Dave Dunham, Language Arts Teacher (Philomath High School)
- Linda Jmail, Special Education Teacher (Clemens Primary School)
- Eleanor Jones, 5th Grade Teacher (Philomath Elementary School)
- Katelyn Junkman, Instructional Assistant (Clemens Primary School)
- Kiki Klipfel, Library Media Assistant (Philomath High School)
- Jolene Latz, Library Media Assistant (Philomath High School)
- Chad Matthews, Assistant Principal and Teacher (Philomath Middle School)
- Lucas Olson, Instructional Assistant (Clemens Primary School)

Please join me in welcoming the following individuals to their work on the Philomath School Board. Their terms will officially begin on July 1, 2025.

- Erin Gudge
- Tom Klipfel
- Erin McMullen

Heartfelt thanks to our outgoing members of the Philomath School Board. Your service, over the years, has been greatly appreciated. Your wonderful heart for students means everything for a school district and to a superintendent,

- Joe Dealy
- Rick Wells

End of Year:
It is hard to believe that the school year ends for our students tomorrow!

- Congratulations to graduates of Philomath High School (06/07/2025) and Philomath Academy (06/11/2025)! We are proud of your accomplishments and look forward to seeing where your future leads each of you.
- Kings Valley Charter School will hold their graduation ceremony this Saturday (06/14/2025).
- Last day of school for students...
    - KVCS: June 12, 2025 (Thursday)
    - PSD: June 13, 2025 (Friday)

Summer Learning:

The Philomath School District will be offering three summer learning opportunities this year.

- High School Credit Recovery:
  - Scheduled for the final two weeks in June (June 16-27, 2025).
- Extended School Year (ESY):
  - August 4-21, 2025
  - Monday-Thursday from 9:00am-Noon @ CPS
- Lit Camp (Incoming K-3):
  - Monday-Thursday from 9:00am-Noon @ CPS

Start of Year:

Day/ Date	Event/ Activity
August 25, 2025 (Monday)	New Staff Inservice
August 26, 2025 (Tuesday) • Licensed and Classified	**AM:** All-District Breakfast Professional Learning (PL) **PM:** School Staff Meetings/ PL
August 27, 2025 (Wednesday) • Licensed and Classified	AM: School Staff Meetings/PL= Noon: BBQ Lunch PM: Classroom Prep
August 28, 2025 (Thursday) • Licensed Only	All Day: Classroom Prep
September 2, 2025 (Tuesday)	*First ½ Day for 2nd, 6th, 9th, PA New, and Blodgett Kinder.
September 3, 2025 (Wednesday)	*First Full Day for All Students

*Different Schedule for Clemens Primary School

Clemens Primary School:

Day/ Date	Event/ Activity
September 2, 2025 (Tuesday)	Student Assessment Day (By Appointment)
September 3, 2025 (Wednesday)	Student Assessment Day (By Appointment)
September 4, 2025 (Thursday)	½ Day of School (Only for Students with Last Name A-K)
September 5, 2025 (Friday)	½ Day of School (Only for Students with Last Name L-Z)
September 8, 2025 (Monday)	First Full Day for All CPS Students

Important Dates to Remember

• June 12, 2025 (Th)	PSD Board Meeting (7:00pm @ PHS)
	Last Day of School for KVCS Students
• June 13, 2025 (F)	Last Day of School for PSD Students
• June 14, 2025 (Saturday)	Kings Valley Charter School Graduation (3:00pm @ KVCS)
• June 16-19, 2025 (M-F)	KVCS Summer Enrichment Camp (9:00am-2:00pm @ KVCS)
• June 17-20, 2025 (T-F)	Credit Recovery for High School Students (@ PA)
• June 19, 2025 (Thursday)	Juneteenth Holiday
• June 23, 2025 (Monday)	PSD Strategic Planning (2:00pm-4:00pm @ PHS)
• June 23-27, 2025 (M-F)	Credit Recovery for High School Students (@ PA)
• June 23-24, 2025 (M-T)	KVCS Summer School (9:00am-1:00pm @ KVCS)
• June 30-July 1, 2025 (M-T)	KVCS Summer School (9:00am-1:00pm @ KVCS)
• July 4, 2025 (Friday)	Fourth of July Holiday
• July 7-8, 2025 (M-T)	KVCS Summer School (9:00am-1:00pm @ KVCS)
• July 14-15, 2025 (M-T)	KVCS Summer School (9:00am-1:00pm @ KVCS)
• July 21-22, 2025 (M-T)	KVCS Summer School (9:00am-1:00pm @ KVCS)
• July 28-29, 2025 (M-T)	KVCS Summer School (9:00am-1:00pm @ KVCS)
• August 4-7, 2025 (M-Th)	Summer LitCamp (9:00am-Noon @ CPS for Incoming K-3rd)
	Extended School Year (9:00am-Noon @ CPS)
• August 4-5, 2025 (M-T)	KVCS Summer School (9:00am-1:00pm @ KVCS)
• August 11-14, 2025 (M-Th)	Summer LitCamp (9:00am-Noon @ CPS for Incoming K-3rd)
	Extended School Year (9:00am-Noon @ CPS)
• August 11-12, 2025 (M-T)	KVCS Summer School (9:00am-1:00pm @ KVCS)
• August 18-21, 2025 (M-Th)	Summer LitCamp (9:00am-Noon @ CPS for Incoming K-3rd)
	Extended School Year (9:00am-Noon @ CPS)
• August 18-21, 2025 (M-Th)	KVCS Summer Enrichment Camp (9:00am-2:00pm @ KVCS)

June 12, 2025

Board Members:

Included in this board packet are the resolutions for the Board to approve in order to adopt the 2025-2026 budget. These resolutions allow the board to adopt the budget, set budget appropriations and set the tax levy rates for the district. To comply with Oregon Budget Law the 2025-2026 budget needs to be adopted and tax levies set prior to June 30, in order to begin spending on July 1, 2025.

Resolution 2425-05 – Adopting the Budget and Making Appropriations
Resolution 2425-06 – Imposing and Categorizing the Tax

Also included in this board packet is one resolution for the Board to review and approve for current year appropriations:

Resolution 2425-07 – General Fund transfer appropriations within the fund between the Instruction Services and Support Services functions.

We received a notice from Benton County that we were due State Forest Revenue for FY 2023-24 in the amount of $394,530.94. We collected that revenue last week. State Forest Revenue is considered Local Revenue in the State School Fund calculation, so this revenue will be included in the final reconciliation for the 2024-25 SSF in May 2026. This will most likely mean a negative offset in the actual State School Fund May 2026 reconciliation grant payment. Overall this creates a net zero affect on our SSF Total Formula revenue for FY 2024-25.

Please see the enrollment report included in the board packet, enrollment is 1612 including part-time students.

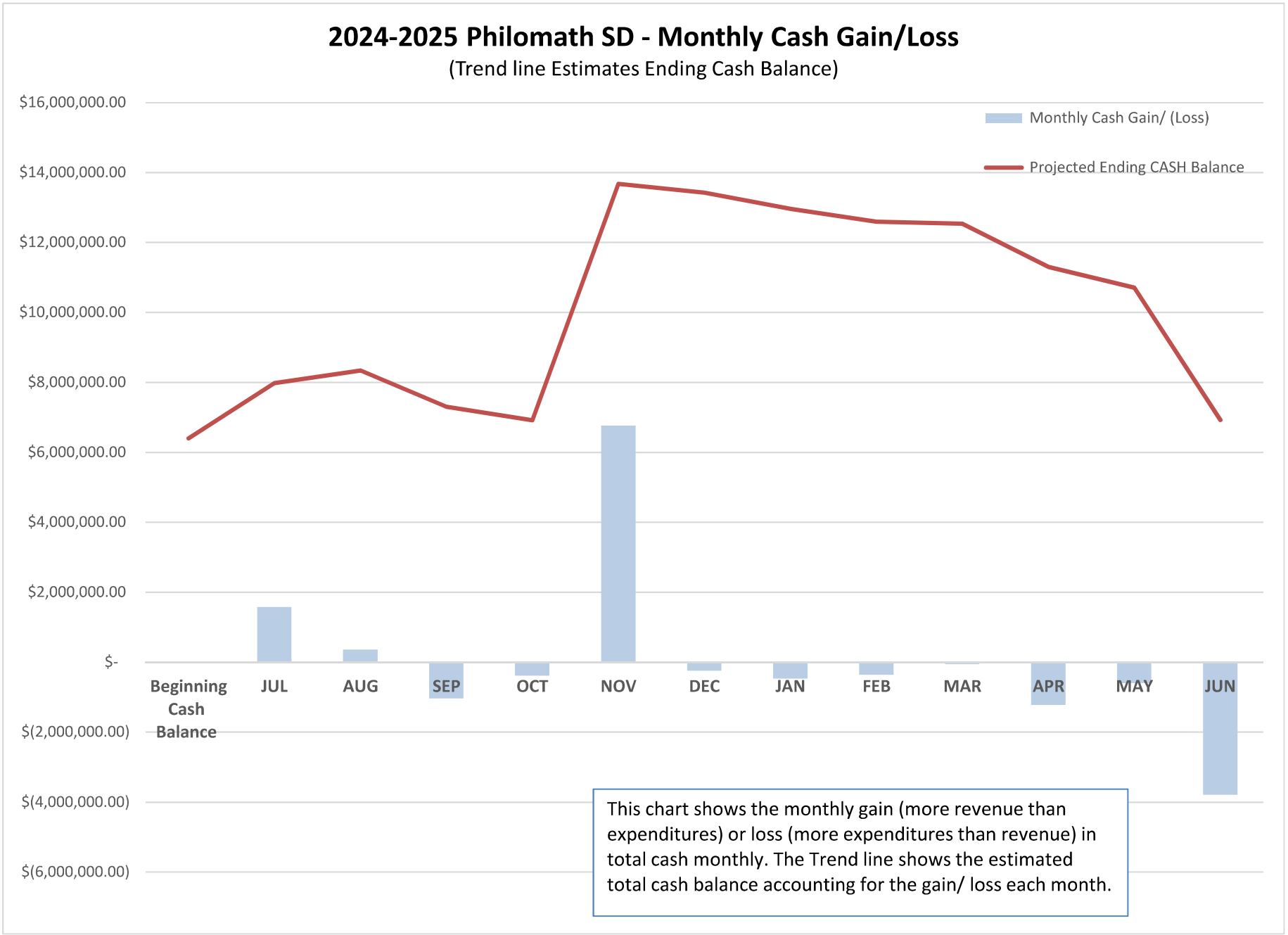
May 2025 General Fund Expenditures totaled $1,993,350. Expenditures that exceeded $10,000 are as follows:

• Cintas Corp	$ 10,253	(Custodial Supplies)
• American Fidelity	$ 11,310	(PFMLI contributions)
• Pacific Power	$ 25,243	(April power bill)
• Corvallis School District 509J	$ 43,859	(April Food Service billing)
• Mid Columbia Bus Company	$ 83,794	(March Transportation billing)
• Mid Columbia Bus Company	$ 118,233	(April Transportation billing)
• Oregon Educators Benefit Board	$ 211,638	(April Insurance premiums OEBB)
• PERS	$ 253,562	(April PERS payments)
• Kings Valley Charter School	$ 292,272	(May SSF payment to KVCS)

Respectfully Submitted,
Jennifer Griffith
Business Manager

PHILOMATH SCHOOL DISTRICT, 17J
Appropriations, Budget vs. Actual
Fiscal Year 2024-2025

		Appropriations	YTD	Encumbrances	Totals	(Over)/Under Budget
General Fund (100)	1000 Instruction	15,381,817	12,156,117	2,833,244	14,989,361	392,456
	2000 Support Services	8,702,563	7,650,740	895,477	8,546,217	156,346
	4000 Facilities	224,000	186,794	-	186,794	37,206
	5200 Transfers	970,000	908,748	-	908,748	61,252
	6000 Contingency	368,000	-	-	-	368,000
	Sub Totals	25,646,380	20,902,399	3,728,721	24,631,120	1,015,260
Local/State/Federal Programs Funds	1000 Instruction	2,276,262	1,771,082	446,694	2,217,776	58,486
Special Revenue Fund (200)	2000 Support Services	1,511,713	768,339	82,188	850,527	661,186
	3000 Community Services	785,716	596,644	70,006	666,650	119,066
	4000 Facilities	360,000	307,429	-	307,429	52,571
	5200 Transfers	-			-	-
	Sub Totals	4,933,691	3,443,494	598,888	4,042,382	891,309
Pool Operations Fund (295)	1000 Instruction	19,346	7,928	708	8,636	10,710
	2000 Support Services	-	-		-	-
	3000 Community Services	225,354	186,540	12,512	199,052	26,302
	Sub Totals	244,700	194,468	13,220	207,688	37,012
Assoc. Student Body (284, 285, 286)	1000 Instruction	806,119	461,563	45,203	506,766	299,353
Debt Service Funds (300)	5000 Debt Service	1,837,600	1,837,600	-	1,837,600	-
Capital Improvement Funds (400)	1000 Instruction	-	-	-	-	-
	2000 Support Services	547,500	309,799	76,535	386,334	161,166
	4000 Facilities	470,667	68,818	-	68,818	401,849
	Sub Totals	1,018,167	378,617	76,535	455,152	563,015
Unemployment Fund (600)	2000 Support Services	151,500	17,160	-	17,160	134,340
Reserve Funds (700)	1000 Instruction	84,750	58,916	25,834	84,750	-
	2000 Support Services	110,850	58,294	52,556	110,850	-
	3000 Community Services	2,400	1,800	600	2,400	-
	Sub Totals	198,000	119,010	78,990	198,000	-
					-	
					-	
Total Appropriations		**34,836,157**	**27,354,311**	**4,541,557**	**31,895,868**	**2,940,289**
Total Unappropriated		19,417,070	-	-	-	**19,417,070**
Total Adopted Budget		**54,253,227**	**27,354,311**	**4,541,557**	**31,895,868**	**22,357,359**


2024-2025 Philomath SD - Monthly Cash Gain/Loss
(Trend line Estimates Ending Cash Balance)
$16,000,000.00
$14,000,000.00
$12,000,000.00
$10,000,000.00
$8,000,000.00
$6,000,000.00
$4,000,000.00
$2,000,000.00
$-
$(2,000,000.00)
$(4,000,000.00)
$(6,000,000.00)
Monthly Cash Gain/ (Loss)
Projected Ending CASH Balance
Beginning Cash Balance
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY
JUN
This chart shows the monthly gain (more revenue than expenditures) or loss (more expenditures than revenue) in total cash monthly. The Trend line shows the estimated total cash balance accounting for the gain/ loss each month.

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2024-2025

From: 7/1/2024 **To: 6/30/2025**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
284.0000.9701.097.797.810	PSD Food Pack Program	6,681.14	750.00	(5,077.02)	2,354.12	.00	2,354.12
284.0000.9701.097.797.812	PES Blodgett	1,657.60	1,700.46	(2,565.73)	792.33	.00	792.33
284.0000.9701.097.797.815	CPS Donations	950.09	3,275.24	(5,803.32)	(1,577.99)	.00	(1,577.99)
284.0000.9701.097.797.816	PES Grants	3,232.76	6,648.00	(5,453.95)	4,426.81	.00	4,426.81
284.0000.9701.097.797.826	PES Field Trips	.00	.00	.00	.00	.00	.00
284.0000.9701.097.797.827	PES Library	507.69	.00	.00	507.69	.00	507.69
284.0000.9701.097.797.828	PES Donations-Unrestricted	1,232.02	27,468.62	(27,641.49)	1,059.15	.00	1,059.15
284.0000.9701.097.797.830	PES Music	223.02	577.00	(175.28)	624.74	.00	624.74
284.0000.9701.097.797.834	Falcon Swag Fund Balance	141.11	2,021.86	(1,260.38)	902.59	.00	902.59
284.0000.9701.097.797.842	PES Social Committee	369.85	968.38	(614.78)	723.45	.00	723.45
284.0000.9701.097.797.846	PES Yearbook	1,532.76	5,346.00	1,535.73	8,414.49	(4,161.00)	4,253.49
284.0000.9701.097.797.847	PES Students in Need	(14.88)	74.00	(32.70)	26.42	.00	26.42
284.0000.9701.097.797.849	CPS Students in Need	(29.80)	50.00	.00	20.20	.00	20.20
284.0000.9701.097.797.850	PES School Supplies	.00	.00	.00	.00	.00	.00
284.0000.9701.097.797.851	CPS Cub Swag Fund Balance	.00	.00	.00	.00	.00	.00
GRAND TOTALS		16,483.36	48,879.56	(47,088.92)	18,274.00	(4,161.00)	14,113.00

End of Report

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2024-2025

From: 7/1/2024 **To: 6/30/2025**

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		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
285.0000.9701.098.798.500	PMS Apparel	655.60	.00	(200.00)	455.60	.00	455.60
285.0000.9701.098.798.501	PMS Art	1,346.04	480.00	(292.39)	1,533.65	.00	1,533.65
285.0000.9701.098.798.502	PMS Athletics	2,514.43	2,012.00	(1,093.65)	3,432.78	.00	3,432.78
285.0000.9701.098.798.503	PMS Band	(18.02)	4,348.07	(2,493.11)	1,836.94	(5,739.57)	(3,902.63)
285.0000.9701.098.798.504	PMS Band Repair/Replace	379.76	.00	.00	379.76	.00	379.76
285.0000.9701.098.798.506	PMS Choir Beginning Balance	592.27	1,549.03	(1,602.50)	538.80	.00	538.80
285.0000.9701.098.798.508	PMS Drama	14,235.12	9,101.74	(9,299.76)	14,037.10	.00	14,037.10
285.0000.9701.098.798.510	PMS Library	80.47	.00	.00	80.47	.00	80.47
285.0000.9701.098.798.511	PMS Life Skills	612.11	.00	.00	612.11	.00	612.11
285.0000.9701.098.798.512	PMS Lock Replacement	1,710.17	.00	.00	1,710.17	.00	1,710.17
285.0000.9701.098.798.515	PMS Outdoor School	23,262.91	.00	(6,183.00)	17,079.91	.00	17,079.91
285.0000.9701.098.798.516	PMS Sports/Pay-to-Play	25.00	.00	.00	25.00	.00	25.00
285.0000.9701.098.798.519	PMS School Enhancement	133.63	279.40	(322.40)	90.63	.00	90.63
285.0000.9701.098.798.520	PMS Science	12.14	.00	.00	12.14	.00	12.14
285.0000.9701.098.798.521	PMS Shop	(593.64)	2,500.00	(1,070.56)	835.80	.00	835.80
285.0000.9701.098.798.522	PMS Struxness - Helping Families	1,428.99	150.00	(50.00)	1,528.99	.00	1,528.99
285.0000.9701.098.798.523	PMS Student Body Fees	648.87	9,330.00	(5,446.99)	4,531.88	(3,570.00)	961.88
285.0000.9701.098.798.524	PMS Suspension Account	1,101.88	822.14	(1,168.83)	755.19	.00	755.19
285.0000.9701.098.798.525	PMS Technology	877.35	.00	.00	877.35	.00	877.35
285.0000.9701.098.798.527	PMS Textbook Damage/Replacement	221.77	.00	.00	221.77	.00	221.77
285.0000.9701.098.798.529	PMS Student Wellness	3,585.90	500.00	(3,500.00)	585.90	.00	585.90
285.0000.9701.098.798.530	PMS Oregon Research Institute	1,674.93	.00	(1,687.16)	(12.23)	.00	(12.23)

Benton County School District 17J

Student Activities Summary Report

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From: 7/1/2024 **To: 6/30/2025**

☐ Print Detail ☐ Page Break by Activity

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		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
285.0000.9701.098.798.531	PMS Trip Club	225.08	.00	.00	225.08	.00	225.08
285.0000.9701.098.798.532	PMS Health/PE	1,404.05	.00	.00	1,404.05	.00	1,404.05
285.0000.9701.098.798.533	PMS Elective Rotation fee	.00	.00	.00	.00	.00	.00
285.0000.9701.098.798.534	PMS Battle of the Books	586.72	250.00	(265.90)	570.82	.00	570.82
285.0000.9701.098.798.535	PMS School Supplies	10.00	.00	.00	10.00	.00	10.00
285.0000.9701.098.798.536	PMS Turkey Bingo	.00	1,301.09	(1,301.09)	.00	.00	.00
285.0000.9701.098.798.537	PMS Fitness	426.02	.00	(454.12)	(28.10)	.00	(28.10)
285.0000.9701.098.798.538	PMS Engineering	64.84	4,260.62	(805.08)	3,520.38	(3,413.62)	106.76
285.0000.9701.098.798.685	PMS Lost or Damaged Technology	.00	.00	.00	.00	.00	.00
GRAND TOTALS		57,204.39	36,884.09	(37,236.54)	56,851.94	(12,723.19)	44,128.75

End of Report

Benton County School District 17J

Student Activities Summary Report

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☐ Print Detail ☐ Page Break by Activity

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		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.000	Begining Fund Balance Student Activities	(217.41)	.00	.00	(217.41)	.00	(217.41)
286.0000.9701.099.799.600	PHS Over/Short	149.09	.00	.00	149.09	.00	149.09
286.0000.9701.099.799.604	PHS Art	423.22	2,961.96	(2,029.47)	1,355.71	(700.00)	655.71
286.0000.9701.099.799.605	PHS Art Club Beginning Fund Balance	56.23	108.00	.00	164.23	.00	164.23
286.0000.9701.099.799.606	PHS ASB	6,130.10	7,547.71	(9,501.24)	4,176.57	.00	4,176.57
286.0000.9701.099.799.607	PHS Athletic Officials	.00	41,388.01	(38,047.89)	3,340.12	.00	3,340.12
286.0000.9701.099.799.611	PHS Athletics	14,929.55	11,216.55	(7,742.69)	18,403.41	(40.00)	18,363.41
286.0000.9701.099.799.613	PHS Baseball	4,365.51	23,145.96	(21,054.40)	6,457.07	(2,000.00)	4,457.07
286.0000.9701.099.799.616	PHS Botany	4,221.12	.00	(1,266.72)	2,954.40	.00	2,954.40
286.0000.9701.099.799.617	PHS Boys Basketball	13,633.33	13,562.30	(15,023.22)	12,172.41	(1,600.00)	10,572.41
286.0000.9701.099.799.618	PHS Cheerleading	14,591.91	49,319.98	(43,407.83)	20,504.06	(4,346.00)	16,158.06
286.0000.9701.099.799.619	PHS Cinematic Art Club	443.86	.00	(8.42)	435.44	.00	435.44
286.0000.9701.099.799.620	PHS Community Service Club-G. Lake	455.06	.00	.00	455.06	.00	455.06
286.0000.9701.099.799.621	PHS Cross Country	8,549.33	6,490.76	(2,436.47)	12,603.62	.00	12,603.62
286.0000.9701.099.799.622	PHS Dance Team	8,334.01	17,312.54	(17,320.07)	8,326.48	(2,700.00)	5,626.48
286.0000.9701.099.799.625	PHS Donation	693.01	1,000.00	.00	1,693.01	.00	1,693.01
286.0000.9701.099.799.627	PHS Driver Education	.00	13,125.00	(9,625.00)	3,500.00	.00	3,500.00
286.0000.9701.099.799.629	PHS Drama Club Beginning Fund Balance	.00	7,753.23	(3,421.11)	4,332.12	.00	4,332.12
286.0000.9701.099.799.633	PHS Robotics Fund Balance	16,191.54	18,640.75	(24,316.50)	10,515.79	(500.00)	10,015.79
286.0000.9701.099.799.634	Robotics PHRED FLL Fund Balance	1,000.00	1,000.00	(1,188.00)	812.00	.00	812.00
286.0000.9701.099.799.635	PHS Foods	1,810.54	5,158.38	(2,805.96)	4,162.96	.00	4,162.96

Student Activities Summary Report

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		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.636	PHS Football	3,500.59	25,472.50	(13,524.23)	15,448.86	.00	15,448.86
286.0000.9701.099.799.637	PHS Forestry	8,042.13	2,087.00	(2,125.69)	8,003.44	(2,698.96)	5,304.48
286.0000.9701.099.799.638	PHS GED	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.639	PHS German Class	353.54	4,176.00	(3,360.00)	1,169.54	(550.00)	619.54
286.0000.9701.099.799.640	PHS Girls Basketball	17,692.43	18,635.00	(17,158.88)	19,168.55	(3,985.00)	15,183.55
286.0000.9701.099.799.641	PHS Health Occ/Anatomy	799.94	800.00	(554.02)	1,045.92	.00	1,045.92
286.0000.9701.099.799.642	PHS Green Team	289.83	.00	.00	289.83	.00	289.83
286.0000.9701.099.799.643	PHS Racial Equity/Culture Club	145.00	341.05	(78.38)	407.67	.00	407.67
286.0000.9701.099.799.644	PHS Life Skills	5,651.57	1,118.50	(918.41)	5,851.66	(440.00)	5,411.66
286.0000.9701.099.799.645	PHS Library	(105.01)	.00	.00	(105.01)	.00	(105.01)
286.0000.9701.099.799.646	PHS Lifeguard	(20.00)	230.00	.00	210.00	.00	210.00
286.0000.9701.099.799.647	PHS Link Crew	215.54	.00	.00	215.54	.00	215.54
286.0000.9701.099.799.649	PHS Manufacturing Technology	6,944.08	2,949.00	(1,848.05)	8,045.03	(1,075.52)	6,969.51
286.0000.9701.099.799.652	PHS Misc Books	105.78	17.00	.00	122.78	.00	122.78
286.0000.9701.099.799.653	PHS Music Band	2,866.97	6,225.00	(1,213.50)	7,878.47	.00	7,878.47
286.0000.9701.099.799.654	PHS Music Choir	319.00	325.00	(523.93)	120.07	.00	120.07
286.0000.9701.099.799.655	PHS Music Tour	9,354.61	.00	(2,250.00)	7,104.61	.00	7,104.61
286.0000.9701.099.799.656	PHS National Honor Society	1,992.93	675.00	(35.88)	2,632.05	.00	2,632.05
286.0000.9701.099.799.657	PHS OWC Athletics Account	5,201.48	14,242.66	(14,833.69)	4,610.45	(500.00)	4,110.45
286.0000.9701.099.799.658	PHS OWC Activities Account	(927.71)	6,344.10	(1,628.69)	3,787.70	.00	3,787.70
286.0000.9701.099.799.659	PHS Parking/Student Safety	1,436.71	2,190.00	(1,461.71)	2,165.00	.00	2,165.00

Student Activities Summary Report

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		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.660	PHS PE Fees	280.60	75.00	.00	355.60	.00	355.60
286.0000.9701.099.799.661	PHS Peer Counseling	195.74	.00	.00	195.74	.00	195.74
286.0000.9701.099.799.664	PHS PHS Pay to Play	.00	22,750.00	(14,650.00)	8,100.00	.00	8,100.00
286.0000.9701.099.799.665	PHS Preschool	2,623.32	3,250.00	(4,641.84)	1,231.48	.00	1,231.48
286.0000.9701.099.799.666	PHS Prom	6,663.42	5,710.80	(4,910.33)	7,463.89	(2,796.00)	4,667.89
286.0000.9701.099.799.668	PHS Golf fund Balance	.00	10,336.00	(5,556.42)	4,779.58	(327.20)	4,452.38
286.0000.9701.099.799.670	PHS Scholarship	700.77	1,250.00	(1,250.00)	700.77	.00	700.77
286.0000.9701.099.799.672	PHS Scholarship - Steve Moos-BES fundraiser	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.674	PHS School Enhancement	10,160.84	863.10	(3,620.96)	7,402.98	(4,060.46)	3,342.52
286.0000.9701.099.799.675	PHS School of Business	1,875.43	.00	(1,015.77)	859.66	.00	859.66
286.0000.9701.099.799.676	PHS Science	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.678	PHS Soccer Boys	917.60	2,926.00	.00	3,843.60	.00	3,843.60
286.0000.9701.099.799.679	PHS Soccer Girls	1,351.09	3,591.00	(4,075.18)	866.91	.00	866.91
286.0000.9701.099.799.680	PHS Softball	9,860.06	12,020.00	(18,634.79)	3,245.27	.00	3,245.27
286.0000.9701.099.799.681	PHS Spanish Class	1,401.35	.00	(405.85)	995.50	.00	995.50
286.0000.9701.099.799.682	PHS Youth Transition Program	1,432.52	35.00	(103.97)	1,363.55	.00	1,363.55
286.0000.9701.099.799.684	PHS Student Body Fee	2,040.00	15,865.00	(17,305.00)	600.00	.00	600.00
286.0000.9701.099.799.685	PHS Lost or Damaged Technology	400.00	355.00	(615.00)	140.00	.00	140.00
286.0000.9701.099.799.686	PHS Swim Team	693.48	1,948.20	(2,637.90)	3.78	.00	3.78
286.0000.9701.099.799.687	PHS Boys Tennis	5,131.61	610.00	(365.50)	5,376.11	.00	5,376.11
286.0000.9701.099.799.688	PHS Girls Tennis	4,489.92	150.00	(62.10)	4,577.82	.00	4,577.82
286.0000.9701.099.799.689	PHS Theatre	4,112.10	5,009.33	(2,765.37)	6,356.06	.00	6,356.06

Student Activities Summary Report

Fiscal Year: 2024-2025

From: 7/1/2024 **To: 6/30/2025**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.690	PHS Track	625.35	4,909.37	(3,399.77)	2,134.95	.00	2,134.95
286.0000.9701.099.799.692	PHS Boys Volleyball Fund Balance	.00	300.00	(300.00)	.00	.00	.00
286.0000.9701.099.799.693	PHS Girls Volleyball	11,209.45	6,569.01	(4,764.24)	13,014.22	.00	13,014.22
286.0000.9701.099.799.695	PHS Warrior Wellness	2,310.43	422.28	(135.68)	2,597.03	.00	2,597.03
286.0000.9701.099.799.696	PHS Wrestling	1,560.66	13,096.89	(12,672.57)	1,984.98	.00	1,984.98
286.0000.9701.099.799.697	PHS Yearbook	(252.74)	18,070.00	(14,624.12)	3,193.14	.00	3,193.14
286.0000.9701.099.799.698	PHS Lagestee PTP Waiver Scholarship	7,701.36	1,213.46	.00	8,914.82	.00	8,914.82
286.0000.9701.099.799.705	HS Student Transcript Fees	9.24	67.52	.00	76.76	.00	76.76
GRAND TOTALS		237,113.01	436,951.90	(379,222.41)	294,842.50	(28,319.14)	266,523.36

End of Report

2024 / 2025 SCHOOL YEAR
ENROLLMENT FIGURES as of: June 12, 2025

	District	CPS	PES	BL	PMS	PHS	Academy	Part Time	KVCS	Part Time
Kindergarten	88	69		5			0	2	12	
1st	109	89		5			0	0	15	
2nd	115		89	5			0	1	20	
3rd	120		97	4			1	2	16	
4th	126		96	9			0	0	21	
5th	102		88				0	0	14	
6th	132				111		0	0	21	
7th	136				112		9	0	15	
8th	132				112		2	1	17	
9th	134					107	18	0	9	
10th	131					99	17	0	15	
11th	147					111	26	0	10	
12th	140					117	17	0	6	
Totals		158	370	28	335	434	90	6	191	

TOTAL FULL-TIME ENROLLMENT - All Schools 1,606

Philomath School District 17J - 2024-2025 School Year -- Summary of Enrollment

School	09/12	10/10	11/14	12/09	01/09	02/13	03/13	04/10	05/08	06/12
CPS	169	160	158	158	152	162	161	159	160	158
PES	365	365	367	362	369	369	370	370	370	370
BL	32	32	32	32	31	29	29	30	30	28
PMS	351	349	349	347	353	347	345	341	338	335
PHS	452	445	442	443	442	437	433	437	436	434
Academy	78	72	78	77	77	81	86	86	88	90
KVCS	193	194	195	194	190	194	196	195	194	191
SubTotal	1,640	1,617	1,621	1,613	1,614	1,619	1,620	1,618	1,616	1,606
Part-time students	0	10	9	9	9	7	7	7	7	6
Total Enrollment	1,640	1,627	1,630	1,622	1,623	1,626	1,627	1,625	1,623	1,612

Philomath School District 17J - 2023-2024 School Year -- Summary of Enrollment

School	09/23	10/19	11/16	12/13	01/18	02/29	03/21	04/18	05/16	06/20
CPS	178	178	183	179	180	179	179	172	171	171
PES	367	367	364	367	370	374	376	376	373	373
BL	35	35	35	35	35	35	35	35	35	35
PMS	344	343	343	352	343	345	345	341	337	339
PHS	476	482	461	448	450	460	457	455	443	444
Academy	71	80	87	85	93	90	98	99	101	97
KVCS	203	202	203	208	205	202	200	199	199	195
SubTotal	1,674	1,687	1,676	1,674	1,676	1,685	1,690	1,677	1,659	1,654
Part-time students	0	1	4	0	0	6	7	7	6	6
Total Enrollment	1,674	1,688	1,680	1,674	1,676	1,691	1,697	1,684	1,665	1,660

Philomath School District 17J

Code: BCBA
Adopted: 9/15/22
Revised/Readopted: 6/20/24

Student Representative to the Board

The Board establishes a position of student representative on the Philomath School District Board. A student representative shall not be a voting member of the Board.

A student representative shall be installed on the Board with the following Oath of Office:

> "I _____, will support the Constitution and the laws of the United States, the state of Oregon and the laws thereof, and the policies of the Philomath School District, and will discharge the duties of Student Representative on the Philomath School District Board to the best of my ability."

The superintendent or designee will develop administrative regulations to include application and selection processes, roles and responsibilities of a student representative, communication expectations, procedures and regulations for student representative. The information will be published in appropriate school communications.

The district will ensure the process and management of student representative application materials, communications and the interview process (if applicable) will comply with the requirements of law related to student records.

A student representative shall not be liable for any acts of the Board.

END OF POLICY

Legal Reference(s):

ORS 332.107

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 (2023).

Philomath School District 17J

Code: BCBA-AR
Revised/Reviewed: 6/20/24

Student Representatives(s) on the Board

Student Representative Eligibility

1. Be a resident, full-time student at the time of application and remain so while serving.

2. Be a student in grade 10 or 11 at the time of application.

3. A student who served while in grade 11 may reapply to serve a second term.

Student Representative Role and Responsibilities

A student representative on the board will abide by the following regulations:

1. Will take the oath of office stated in Board policy BCBA – Student Representatives(s) on the Board before taking their seat on the Board;

2. Shall not be a voting member of the Board;

3. Shall not hold an officer position on the Board;

4. Shall not attend an executive session of the Board;

5. Will serve an academic year beginning in the subsequent school year;

6. Will attend all regular board meetings and will be invited to attend budget meetings and work sessions;

7. Will review and read the board packet in preparation for meetings;

8. Can participate in discussions of the Board at regular meetings or work sessions;

9. Will have authority given to school board members by parliamentary procedure, e.g., point of order, appeal;

10. May make motions which may be acted upon by the Board except on employee matters or other executive session matters;

11. Will be responsible for providing regular updates to the district's student community through available district communication channels;

12. Will give earliest possible notification to the Board of intent to resign, if applicable. Vacancies will be filled through the established process or a student representative may be appointed as deemed appropriate by the Board;

13. Should meet prior to finishing a term of service with a successor student representative to highlight ongoing projects and/or current state of the Board;

14. May be removed from office for failing to meet roles and responsibilities or regulations outlined herein as determined by the Board, or if deemed necessary by district administration as part of a disciplinary proceedings issued by school administration.

Other Responsibilities and/or Duties as Assigned

The following is a non-inclusive list of other possible duties and/or responsibilities for student representative on the board:

1. May be asked to present specific school board proposals to the district's student community to gain insight and opinions from local students, as appropriate.

2. May be asked to communicate with school-sponsored clubs and organizations on topics proposed by the Board.

3. May be asked to serve on a Board committee.

4. May be asked to participate in the promotion for the role of student representative on the Board during the application period for a successor.

Application and Selection Timeline

The application materials are available from the high school office and on the school website.

The application deadline[1] and process for selecting a student board member is established each year by the Board and published in school communications. Applications for student representative must be submitted by the end of the school day on or before the published deadline in writing to the school office. Applications will be forwarded to the Board secretary. A student representative applicant, if deemed eligible to serve, may also participate in an interview with a selection committee. The selection of a student representative for the subsequent school year will be made by committee no later than June 1.

The district will designate a staff member as point of contact to aid applicants with questions related to board service and about the roles and responsibilities of a student representative.

The selection of a student representative will be based on the applicant's completed application, the submitted materials and the interview.

The district designee will organize a selection committee consisting of not less than five members.

[1] Generally, a deadline date will be established and published by March 1 for an application deadline which is no later than April 15, allowing at least six weeks for the application period.

District Role and Responsibilities

1. The district administration will ensure the student representative on the Board receives the same notices and materials as elected/appointed school board members, e.g., notice of meetings, agendas, appropriate meeting materials, except confidential information or materials concerning personnel, bargaining or legal matters.

2. The Board will provide a place at the board table for a student representative.

3. The district is responsible for providing a student representative with access to available school communication channels to support providing regular updates to the district's student community.

4. The district will provide learning opportunities as deemed appropriate by the district to student representative, e.g., trainings, workshops, conferences, at district expense.

5. The district will designate a point of contact for the student representative from district staff.

6. The designated district staff will meet with a newly elected/appointed student representative to mentor and help orient the student representative's role on the Board.

7. The district will invite a student representative to attend public budget meetings.

OSBA Model Sample Policy

Code: GCBDC/GDBDC
Adopted:

Domestic Violence, Harassment, Sexual Assault, Bias, or Stalking Leave (Safe Leave) *

{Applies to employers who employ six or more employees in Oregon and meet the definition of "covered employer."}

When applicable, the district will comply with the provisions of protected leave identified in ORS 659A.272 to address domestic violence, harassment, sexual assault, bias, or stalking.

The district (covered employer[1]) shall allow an eligible employee[2] to take reasonable leave from employment for any of the following reasons:

1. To seek legal or law enforcement assistance or remedies to ensure the health and safety of the employee or the employee's minor child or dependent, including preparing for and participating in protective order proceedings or other civil or criminal legal proceedings related to domestic violence, harassment, sexual assault, bias, or stalking;

2. To seek medical treatment for or to recover from injuries caused by domestic violence or sexual assault to, harassment or stalking of, or the commission of a bias crime against the eligible employee or the employee's minor child or dependent;

3. To obtain, or to assist a minor child or dependent in obtaining counseling from a licensed mental health professional related to an experience of domestic violence, harassment, sexual assault, bias, or stalking;

4. To obtain services from a victim services provider for the eligible employee or the eligible employee's minor child or dependent; or

5. To relocate[3] or take steps to secure an existing home to ensure health and safety of the eligible employee or the employee's minor child or dependent.

The district may limit the amount of leave if the eligible employee's leave creates an undue hardship on the district.

The district shall not deny leave to an eligible employee or discharge, threaten to discharge, demote, suspend or in any manner discriminate or retaliate against an employee with regard to promotion,

[1] "Covered employer" means an employer who employs six or more individuals in the State of Oregon for each working day during each of 20 or more calendar workweeks in the year in which an eligible employee takes leave to address domestic violence, harassment, sexual assault, bias or stalking, or in the year immediately preceding the year in which an eligible employee takes leave to address domestic violence, harassment, sexual assault, bias or stalking.

[2] "Eligible employee" means an employee who is a victim of domestic violence, harassment, sexual assault, bias or stalking or is the parent or guardian of a minor child or dependent who is a victim of domestic violence, harassment, sexual assault, bias or stalking.

[3] "Relocate" is described in OAR 839-009-0345 (5).

compensation or other terms, conditions or privileges of employment because the employee makes inquiries about, applies for, or takes such leave.

The eligible employee shall give the district reasonable advanced notice of the employee's intention to take leave unless giving advance notice is not feasible.

The district may require the eligible employee to provide certification that:

1. The employee or employee's minor child or dependent is a victim of domestic violence, harassment, sexual assault, bias, or stalking; and

2. The leave is taken for one of the identified purposes in this policy.

The eligible employee shall provide a certification within a reasonable time after receiving the district's request for the certification.

Sufficient certification to support a request for such leave includes:

1. A copy of a report from law enforcement indicating the eligible employee or the employee's minor child or dependent was a victim of domestic violence, harassment, sexual assault, bias, or stalking;

2. A copy of a protective order or other evidence from a court, administrative agency or attorney that the eligible employee appeared in or is preparing for a civil or criminal administrative proceeding related to domestic violence, harassment, sexual assault, bias, or stalking; or

3. Documentation from an attorney, law enforcement officer, health care professional, licensed mental professional or counselor, member of the clergy, employee of the Department of Justice division providing victim and survivor services or victim services provider that the eligible employee or the employee's minor child or dependent was undergoing treatment or counseling, obtaining services or relocating as a result of domestic violence, harassment, sexual assault, bias, or stalking.

All records and information kept by the district regarding the employee's leave under ORS 659A.270 - 659A.285, including the fact the employee has requested or obtained such leave, are confidential and may not be released without the express permission of the employee unless otherwise required by law. This information will be kept in a file separate from the employee's personnel file.

The employee may use any accrued paid leave, including sick leave, vacation leave or any other paid leave offered by the district. The district may choose the order in which paid accrued leave is to be used when more than one type of paid leave is available, consistent with Board policies, any applicable collective bargaining agreement or other agreement.

Definitions

1. "Protective order" means an order authorized by ORS 30.866, 107.095 (1)(c), 107.700 to 107.735, 124.005 to 124.040, 163.730 to 163.750 or 163.760 to 163.777 or any other order that restrains an individual from contact with an eligible employee or the employee's minor child or dependent.

2. "Victim of bias" means an individual who has been a victim of a bias crime as defined in ORS 147.380; or any other individual designated as a victim of bias by rule adopted under ORS 659A.805.

3. "Victim of domestic violence" means an individual who has been a victim of abuse, as defined in ORS 107.705; or any other individual designated as a victim of domestic violence by rule adopted under ORS 659A.805.

4. "Victim of harassment" means an individual against whom harassment has been committed as described in ORS 166.065; or any other individual designated as a victim of harassment by rule adopted under ORS 659A.805.

5. "Victim of sexual assault" means an individual against whom a sexual offense has been committed as described in ORS 163.305 to 163.467, 163.472 or 163.525; or any other individual designated as a victim of sexual assault by rule adopted under ORS 659A.805.

6. "Victim of stalking" means an individual against whom stalking has been committed as described in ORS 163.732; an individual designated as a victim of stalking by rule adopted under ORS 659A.805; or an individual who has obtained a court's stalking protective order or a temporary court's stalking protective order under ORS 30.866.

7. "Victim services provider" means a prosecutor-based victim assistance program or a nonprofit program offering safety planning, counseling, support or advocacy related to domestic violence, harassment, sexual assault, bias or stalking.

END OF POLICY

Legal Reference(s):

ORS 192.355(38) ORS 659A.270 - 659A.290 OAR 839-009-0325 - 0365

PROPOSED

OSBA Model Sample Policy

Code: GCBDC/GDBDC-AR
Revised/Reviewed:

Request for Domestic Violence, Harassment, Sexual Assault, Bias, or Stalking Leave

{Applies to employers who employ six or more employees in Oregon and meet the definition of "covered employer."}

When the need for leave may be anticipated, a written request for leave under Oregon Revised Statute (ORS) 659A.270 - 659A.285 shall be made at least 14 days prior to the date the requested leave is to begin unless giving advance notice is not feasible. When it is not feasible, oral or written notice as soon as practical is allowed.

PLEASE PRINT

Name of employee _____

Department _____ Title _____

Effective date of the leave _____

Status: ☐ Full-time ☐ Part-time ☐ Temporary Hire Date _____

The requested leave is for:

- ☐ Myself
- ☐ A minor child or dependent for which I am a parent or guardian

The leave is for:

- ☐ To seek legal or law enforcement assistance or remedies to ensure the health and safety of the eligible employee or the eligible employee's minor child or dependent, including preparing for and participating in protective order proceedings or other civil or criminal legal proceedings related to domestic violence, harassment, sexual assault, bias, or stalking.
- ☐ To seek medical treatment for or to recover from injuries caused by domestic violence or sexual assault to, harassment or stalking of or the commission of a bias crime against the eligible employee or the eligible employee's minor child or dependent.
- ☐ To obtain, or to assist the eligible employee's minor child or dependent in obtaining counseling from a licensed mental health professional related to an experience of domestic violence, harassment, sexual assault, bias, or stalking.
- ☐ To obtain services from a victim services provider for the eligible employee or the eligible employee's minor child or dependent.
- ☐ To relocate[1] or take steps to secure an existing home to ensure the health and safety of the eligible employee or the eligible employee's minor child or dependent.

[1] "Relocate" is described in OAR 839-009-0345 (5).

The following has been provided to certify the need for the requested leave:

☐ A copy of a report from law enforcement indicating myself or 'my minor child or dependent is a victim of domestic violence, harassment, sexual assault, bias, or stalking.

☐ A copy of a protective order or' other evidence from a court, administrative agency or attorney that I or my minor child or dependent appeared in or is preparing for a civil or criminal administrative proceeding related to domestic violence, harassment, sexual assault, bias, or stalking.

☐ Documentation from an attorney, law enforcement officer, health care professional, licensed mental health professional or counselor, member of the clergy, employee of the Department of Justice division providing victim and survivor services or victim services provider 'that I or my minor child or dependent is receiving services.

I understand I may use accrued paid leave, including sick leave, vacation leave or any other paid leave that is offered by the district in the order specified by the district.

If my request for a leave is approved, I understand that without an authorized extension when the need for an extension could be anticipated, I must report to duty on the first workday following the date my leave is scheduled to end. I understand if I am unable to return to work following the period of authorized leave, I will notify the district as soon as practical and provide any required information which will allow the district to determine my eligibility for an extension of leave.

I authorize the district to deduct from my paychecks or seek to recover any amounts paid for insurance coverage by the district on my behalf which remain unpaid after my leave, consistent with state law.

Signature of employee: _____ Date: _____

PROPOSED

Philomath School District 17J

Code: IKFA
Adopted: 06/12/2025
Revised/ Readopted:

Early Graduation

A student who wishes to graduate from high school in less time than the ordinary grade 9-12 sequence may request permission to complete graduation requirements on an altered schedule. The student and his/her parents will consult with high school guidance personnel to develop a graduation plan. Their intention to accomplish this plan will be stated in writing to the superintendent.

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 upon the student's request and if the student's parent or guardian consents, if required.

END OF POLICY

Legal Reference(s):

ORS 339.030
ORS 339.115
ORS 343.295
OAR 581-022-0102(17)
OAR 581-022-2000
OAR 581-022-2030
OAR 581-022-2505

Philomath School District 17J

Code: JECA
Adopted: 3/17/14
Revised/Readopted: 12/16/19
Orig. Code(s): JECA

Admission of Resident Students**

Resident~~School-age~~ students may be admitted under the following conditions:

1. A school-age student who lives~~live~~ within the district attendance area between the ages of 5 and ~~-~~ 19 shall be allowed to attend school without paying tuition.

2. Students A student who turns~~turn~~ 19 years of age during the school year shall continue to be eligible for a free and appropriate public education for the remainder of the school year.

3. The Board may admit an otherwise eligible student~~students~~ who is~~are~~ not receiving special education and who has~~have~~ not yet attained 21 years of age prior to the beginning of the current school year if the student is~~they are~~ shown to be in need of additional education in order to receive a diploma or a modified diploma. This student~~. These students~~ may attend school without paying tuition for the remainder of the school year.

4. The Board shall admit an otherwise eligible student~~students~~ who has~~have~~ not yet attained age 21 prior to the beginning of the current school year if the student is receiving special education services and:

a. Has not yet received a regular high school diploma; or

b. Has received a modified diploma, an extended diploma or a~~an alternative~~ certificate of attendance.

~~A student with disabilities shall be considered a resident in which the child's parent or guardian resides under criteria identified in Oregon Revised Statute (ORS) 339.134.~~

5. ~~Students with disabilities~~ Students whose parent or guardians voluntarily placed the child outside the child's home with a public or private agency and who is living in a licensed, certified or approved substitute care program, and whose residency is established pursuant~~by their parent may continue~~ to Oregon Revised Statute (ORS) 339.134~~attend the school the student was attending prior to the placement as a district resident, when the student's parent and school staff can demonstrate it is in the student's best interest~~.

6. Students who are military children[1] are considered resident of the district, if the district is the district of military residence[2] for the military child. Parents of military students must provide proof

[1] "Military child" means a child who is in a military family covered by the Interstate Compact on Educational Opportunity for Military Children, as determined under rules adopted by the State Board of Education.

[2] "School district of military residence" means the school district in which 1) the family of a military child intends to reside as the result of a military transfer; or 2) if the school district in which the family intends to reside is unknown, the school district in which the military installation identified in the official military order is located.

of residency within 10 days after the date of military transfer or pending transfer indicated on the official military order.

7. The district ~~[will] [will not] [~~may, based on district criteria,~~]~~ deny regular school admission to a student~~students~~ who has~~have~~ become a resident student~~residents~~ and who is~~are~~ under expulsion from another district for reasons other than a weapons policy violation.

8. The district shall deny, for at least one calendar year from the date of the expulsion, regular school admission to a student~~students~~ who has~~have~~ become a resident student ~~residents~~ and who is~~are~~ under expulsion from another district for a weapons policy violation.

9. The district ~~[will] [will not] [~~may, based on district criteria,~~]~~ provide alternative programs of instruction to students ~~expelled~~ who has become a resident student and who is under expulsion from another district for a weapons policy violation.

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

~~Students living in the district who have attained the age of majority are considered residents of the district unless the student has transferred to another district via interdistrict transfer or open enrollment.~~
~~Minor students living with a parent or guardian who resides in the district are considered residents of the district unless the student has transferred to another district via interdistrict transfer or open enrollment.~~

~~Students who are in foster care and who are placed in the district are residents of the district of origin, unless the court determines that attending in the district of residence is in the best interest of the student.~~

END OF POLICY

Legal Reference(s):

ORS 109.056
ORS 327.006
ORS 339.115
ORS 339.133
ORS 339.134
ORS 339.139
ORS 433.26

Philomath School District 17J
Benton County School District No. 17J, 1620 Applegate Street Philomath OR 97370 (541) 929-3169

RESOLUTION NO. 2425-07

A RESOLUTION TRANSFERRING APPROPRIATIONS WITHIN FUND FOR FISCAL YEAR 2024-2025

WHEREAS, the Board of Directors has determined that an adjustment in appropriations in the General Fund is needed for the purpose of reclassifying previously appropriated costs.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PHILOMATH SCHOOL DISTRICT 17J:

The budget for fiscal year 2024-2025 is hereby amended, and the amounts appropriated by the Board of Directors under Resolution 2425-07 for the General Fund are hereby amended as follows:

Appropriation Category	Original Budget	Increase/ (Decrease)	Amended Budget
General Fund (100)			
Instruction Services (1000)	$ 15,381,817	($150,000)	$ 15,231,817
General Fund (100)			
Support Services (2000)	$ 8,702,563	$150,000	$ 8,852,563

Passed by the Board of Directors of Philomath School District this 12th day of June 2025.

By: _____
Rick Wells, Chairperson

By: _____
Susan Halliday, Superintendent

Philomath School District 17J

Code: IKFA
Adopted: 06/12/2025
Revised/ Readopted:

Early Graduation

A student who wishes to graduate from high school in less time than the ordinary grade 9-12 sequence may request permission to complete graduation requirements on an altered schedule. The student and his/her parents will consult with high school guidance personnel to develop a graduation plan. Their intention to accomplish this plan will be stated in writing to the superintendent.

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 upon the student's request and if the student's parent or guardian consents, if required.

END OF POLICY

Legal Reference(s):

ORS 339.030
ORS 339.115
ORS 343.295
OAR 581-022-0102(17)
OAR 581-022-2000
OAR 581-022-2030
OAR 581-022-2505

Philomath School District 17J

Code: IKFA-AR
Adopted: 06/12/2025
Revised/ Readopted:

Early Graduation

Eligibility:

- Student must be currently enrolled and in good academic standing.
    - Hold at least a 2.5 accumulative GPA in core academic classes (Language Arts, Mathematics, Science, and Social Science).

Process:

- Submit letter of intent, explaining rationale for early graduation request, to principal of school in which student is enrolled.
    - For graduation one full year early, letter of intent must be submitted no later than May 1 of the sophomore (10th grade) year.
    - For graduation mid-way though senior year, letter of intent must be submitted no later than May 1 of the junior (11th grade) year… or no later than September 30 of the senior (12th grade) year.
- Working with your school counselor, outline a detailed course of study for the remainder of required credits, including how requirements will be met.
- Request and plan must be signed by parent/ guardian (unless student is of legal age of 18); counselor, and school principal.
- Signed letter and plan will be submitted to the superintendent for final approval.

END OF POLICY

Legal Reference(s):

ORS 339.030
ORS 339.115
ORS 343.295
OAR 581-022-0102(17)
OAR 581-022-2000
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