

**Work Session:**  
**(Superintendent's Working Agreement & Evaluation) 5:00 pm**  
**Regular Board Meeting, 6:00 pm**  
**Executive Session**  
Wednesday, September 10, 2025  
Coquille School District Board Room  
970 N Central Blvd., Coquille, OR 97423

# AMENDED AGENDA

## **1.0 Meeting Business**

Flag Salute

- 1.1 Approval of the Agenda and Approval of Special Board Meeting Minutes from July 1, 2025.
- 1.2 Future Meetings
  - 1.2.1 Policy Meeting October 1, 2025, 10:30 am
  - 1.2.2 Regular Board Meeting, October 8, 2025, 6:00 pm
  - 1.2.3 OSBA 2025 Road Show, October 22, 2025
    - 1.2.3.1 Board Training, 5:30 pm (Public Meeting Law)
    - 1.2.3.2 Road Show, 7:00 pm
  - 1.2.4 Regular Board Meeting, November 12, 2025, 6:00 pm

## **2.0 School Spotlight**

Coquille Jr/Sr High School – Paige Yi

## **3.0 New Employee Introduction**

## **4.0 Board Goal: All Students Feel Welcome in Coquille**

Amy May  
Angela Dixon  
Albert Dixon

## **5.0 Division 22 Presentation**

Tanya Sinko

## **6.0 School/Program Written Reports**

- 6.1 Winter Lakes High School
- 6.2 Winter Lakes Elementary School/Curriculum Director
- 6.3 Coquille Junior High School
- 6.4 Coquille Senior High School
- 6.5 Coquille Valley Elementary School
- 6.6 Lincoln School of Early Learning
- 6.7 Athletic Director
- 6.8 Technology Supervisor
- 6.9 Food Service Supervisor

- 6.10 Transportation Supervisor
- 6.11 School Resource Deputy
- 6.12 Assistant Superintendent
  - Special Programs Report
  - Maintenance Report

**7.0 Fiscal Director's Report**

- 7.1 Appropriations by Fund & Function
- 7.2 Monthly Summary Report
- 7.3 Object Summary Report

**8.0 Superintendent's Report**

- 8.1 Correspondence/Emails – None
- 8.2 Population Report

**9.0 Discussion/Action**

- 9.1 Approve OSEA Collective Bargaining Unit Agreement (2025-2028)
- 9.2 Board and Superintendent Working Agreement
- 9.3 Surplus Health Text Books from CJSHS

**10.0 Consent Agenda**

- 10.1 Cash Donations
- 10.2 Hired – Luke Hundtofte – 1 Year Temp – CJSHS (S. Herron)
- 10.3 Hired – Joe Ausdemore – CJSHS – ALS Teacher
- 10.4 Hired – Joshua Kimble – LSEL – Kindergarten Teacher
- 10.5 Hired – Peyton Rodriguez – LSEL – Kindergarten Teacher
- 10.6 Hired – Arena Thompson – LSEL – 1<sup>st</sup> Grade Teacher
- 10.7 Hired – Morgan Ely – LSEL – EA
- 10.8 Hired – Tyna Anderson – LSEL – Title EA
- 10.9 Hired – Stephanie Bailey – Transportation – Bus Driver
- 10.10 Resignation – Bri Strouts – CJSHS – ALS EA
- 10.11 Resignation – Lyn VanDusen – LSEL, EA
- 10.12 Resignation – Savannah Cochran - LSEL, EA
- 10.13 **First Reading**  
JFCEB – Personal Electronic Devices
- 10.14 **Second Reading**  
GCBDF/GDBDF-AR – Paid Family Medical Leave (Paid Family Medical Leave)

**11.0 Staff/Public Comments**

*At the discretion of the Board chairman, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic, may do so by providing the Board secretary with a completed registration card prior to the Board meeting in order to allow the chairman to provide adequate time for each agenda item. (Please keep all comments to **3 minutes**)*

**12.0 Executive Session**

To conduct deliberations with persons you have designated to carry on labor negotiations. ORS 192.660(2)(d).

To consult with your attorney regarding your legal rights and duties in regard to current litigation or litigation that is more likely than not to be filed. ORS 192.660(2)(h).

**13.0 Adjournment**

DRAFT





## Special Board Meeting Minutes

Tuesday, July 1, 2025

970 N. Central Blvd.

Coquille, OR 97423

### Order

Melinda Millet called the meeting to order at 6:00 pm. Board Members present were Steve Britton, Melinda Millet, Marsha Frost, Heather Echavarria, and Kayla Pritchett. Luke Taylor was present via the telephone. Others present were Superintendent Wayne Gallagher, Business Manager Denese Hale, and Board Secretary Julie Simpson.

### 1.0 Meeting Business

Motion by Heather Echavarria to approve the Agenda and the Meeting Minutes for June 16, 2025, and Marsha Frost seconded the motion; it passed unanimously with the following votes:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett - Aye
- Sharon Nelson - Aye
- Steve Britton – Aye
- Luke Taylor – Aye

### 1.2 Swearing in of new Board Members

Kayla Pritchett  
Sharon Nelson

### 2.0 Discussion/Action Annual Business

#### 2.1 Elect Board Chair

Heather Echavarria moved to nominate Marsha Frost as Board Chair. Steve Britton moved to nominate Melinda Millet as Board Chair.

Called for a vote:

Steve Britton – Melinda Millett

Sharon Nelson - Melinda Millett

Kayla Pritchett – Melinda Millett

Heather Echavarria – Marsha Frost

Marsha Frost – Melinda Millett

Luke Taylor (Via Telephone) – Marsha Frost

Melinda Millett – Melinda Millett

Melinda Millett Board Chair for 2025 – 2026. Steve Britton stated his appreciation for the long hours Melinda has put in this last year as Board Chair.

## 2.2 Elect Vice Chair

Sharon Nelson moved to nominate Marsha Frost as Board Vice Chair. Called for a vote:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett – Aye
- Sharon Nelson – Aye
- Steve Britton – Aye
- Luke Taylor – Aye

2.3 Establish a set day for regular board meetings each month – Second Wednesday

2.4 August and December meetings – No Board Meetings for August & December

2.5 Appoint members of standing committees:

- Facilities – Heather Echavarria, Sharon Nelson, & Steve Britton
- Policy – Melinda Millet, Marsha Frost, & Luke Taylor
- Superintendent Evaluation – Work Session in September

2.6 OSBA Conference:

- Summer Conference – Salem (August 8<sup>th</sup> – 10th) – Kayla Pritchett, Sharon Nelson, & Marsha Frost
- Annual Convention – Portland (November 6<sup>th</sup> – 8th) - Skip

2.7 Appoint Superintendent Wayne Gallagher as Chief Administrative Officer and District Clerk.

2.8 Authorize Superintendent Wayne Gallagher to apply for Federal Funds, Special Grants, and sign the statement of assurance for State and Federal Programs.

2.9 Authorize Superintendent Wayne Gallagher to sign all District Contracts

2.10 Authorize Superintendent Wayne Gallagher, Human Resource Director Rachel Price, and Fiscal Director Denese Hale to sign checks on behalf of the District.

2.11 Appoint Fiscal Director Denese Hale as Budget Officer for the District.

2.12 Appoint WHA as the insurance company of record.

2.13 Designate *The World* as the newspaper of record for all official publications by the District.

2.14 Name Banner Bank, the Local Government Pool (LGIP), Umpqua Bank Depository, and the PayPal Money Market account as depositories of record.

2.15 Name the Coquille School District Board of Directors as its own LCRB (Local Contractors Review Board).

2.16 Authorize the legal requirements for fidelity bonds to be met by the District's insurance coverage, which provides a comprehensive crime policy (which covers all district employees) in the amount of \$100,000 per occurrence.

2.17 Appoint Garrett, Hemann, Robertson PC, the Oregon School Board Association, and others as needed as the attorneys of record.

2.18 Reauthorize all existing copier and postage machine leases.

2.19 Appoint Koontz, Blasquez & Associates as District Auditors.

2.20 Appoint HGE as Architect on behalf of the District.

2.21 Authorize Fiscal Director Denese Hale to Assign Portion of the Ending Fund Balance for all Funds.

Motion by Heather Echavarria for 2.1 Melinda Millet as Board Chair; 2.2 Marsha Frost as Vice Chair; 2.3 Set regular board meeting schedule as the second Wednesday of the month; 2.4 No board meetings for August and December; 2.5 Committee Members: Facility Committee Heather Echavarria, Sharon Nelson, & Steve Britton. Policy Committee Members: Melinda Millet, Marsha Frost, & Luke Taylor. Superintendent Evaluation work session before the September board meeting. 2.6 OSBA Conference: Summer Conference Marsha Frost, Sharon Nelson, & Kayla Pritchett attending. No one is attending the Fall Conference. Also, items 2.7 above through 2.21. Second by Marsha Frost, it passed unanimously with the following votes:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett - Aye
- Sharon Nelson - Aye
- Steve Britton – Aye
- Luke Taylor – Aye

### **3.0 Fiscal Report**

Business Manager Denese Hale - The projected ending fund balance is **\$2,229,423**. While the estimate carries a June date, the majority of the revenue side has been updated and is considered accurate, with only minor changes anticipated.

Some projects originally scheduled for the 2024–25 school year were moved into 2025–26. This adjustment explains why the beginning fund balance is higher than previously forecast.

A supplemental budget is required for the 2025–26 school year, as approved by the Board last month. The district recently transitioned its Paid Leave Oregon (Paid Family Medical Leave) program to a third-party administrator. This change will streamline processes for employees by consolidating tax reporting into a single W-2 and eliminating the need for both a W-2 and a 1099. The third-party administrator will also manage employee claims with district input, providing smoother annual and claims processing.

To accommodate this change, a new **Fund 600** must be established so that contributions flow through a dedicated account, since these funds are restricted for employee services. This adjustment does not increase or decrease the district’s overall budget, but reallocates funds that would have previously gone into Fund 100.

A **supplemental budget hearing** and Board action are required before the July payroll. The Board discussed scheduling the hearing for **Monday, July 21, 2025, at 10:00 a.m.** to ensure compliance with notice requirements. At least four Board members confirmed availability for that time, which will allow the district to move forward.

### **4.0 Superintendent’s Report**

Superintendent Wayne Gallagher - Since the last meeting, no new correspondence has been received.

The Superintendent reported on Senate Bill 141, which has been signed into law by the Governor. The district is awaiting interpretation and guidance from the Oregon Department of Education.

The Board was also informed that the federal government has placed a hold on certain education program funds. An emergency statewide superintendent Zoom meeting has been scheduled for tomorrow, which the Superintendent will attend. Updates will be provided to the Board as new information becomes available.

The current hold impacts funding under Title II, Title IC, and Title IV, but not Title IA. While the district had anticipated being financially stable for 2024–25 with greater concern in 2025–26, this unexpected funding freeze raises immediate concerns for the coming school year. The stated reason for the federal hold is to investigate potential fraud, waste, and abuse.

The Superintendent committed to sending Board members an update following the statewide meeting and to continue providing monthly updates during the August recess.

#### Facilities & Summer Projects

The Superintendent reported that summer projects are actively underway across the district:

- Daycare Center: Fully repainted to refresh heavily used spaces.
- Coquille Valley Elementary: Walls framed in the former home classroom to create a new staff room.
- Coquille Jr./Sr. High School: Removal of glass block and windows completed, including asbestos abatement.
- Winter Lakes Elementary: Relocated to the new office; security doors and the new entry/exit system are operational.

Board members were invited to tour the sites informally, and a formal district tour will be arranged in the fall to showcase completed projects.

#### **5.0 Discussion/Action**

- 5.1 Surplus of Old Food Service Truck
- 5.2 Purchase of New Maintenance Truck up to \$30,000
- 5.3 Approve installation of Ventilation System at WLHS for Dishwasher
- 5.4 Resolution #26-01
- 5.5 Approve the installation of the electrical connection to the oven at CHS, not to exceed \$10,000

Motion by Heather Echavarria to approve Discussion/Action Items 5.1 through 5.5, seconded by Marsha Frost, passed unanimously with the following votes:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett – Aye
- Sharon Nelson – Aye
- Steve Britton – Aye
- Luke Taylor – Aye

## 6.0 Consent Agenda

- 6.1 Approve Out-of-State Travel for the Northwest Math Conference (Tacoma, WA) Paige Yi, John Dudley, Mike Wallis, and Shane Boyd.
- 6.2 Hired – Lisa Downing – LSEL, Teacher
- 6.3 Hired – Jeri Ramsey – CVE, Resource Room Teacher
- 6.4 Hired – Jeannette Dascomb – WLE, Teacher
- 6.5 Hired – Susanna Bemetz – Assistant Supervisor, Food Service
- 6.6 Resignation – Bethany Watts – CJSHS, Teacher
- 6.7 Resignation – Jolene Harris - WLSH, Teacher
- 6.8 **First Reading**  
GCBDF/GDBDF-AR – Paid Family Medical Leave (Paid Family Medical Leave)
- 6.9 **Second Reading**  
JECBB-AR – Intradistrict Transfers  
JG – Student Discipline

Motion by Heather Echavarria to approve Consent Agenda Items 6.1 through 6.9, seconded by Marsha Frost, passed unanimously with the following votes:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett – Aye
- Sharon Nelson – Aye
- Steve Britton – Aye
- Luke Taylor – Aye

## 7.0 Public Comment

None

## Adjournment

Melinda Millet adjourned the meeting at 6:37 pm

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Approved





*Coquille*

School District #8

WRITTEN  
REPORTS  
Section 6



# WINTER LAKES HIGH SCHOOL



## Calendar



- September 2nd, First Day of School
- September 10th, Admin Meeting
- September 10th, Board Meeting
- September 12th, Curriculum alignment with SOCC CTE/DUAL
- September 19th, Professional Development Day, No School
- September 25th, Open House
- September 26th, South Coast ESD CTE Conference
- September 26th, Progress reports
- September 30<sup>th</sup>, Southern Oregon Trade/Career Expo
- October 1<sup>st</sup>, FASFA Parent Night 4:00-5:30pm



## LEARNING FOCUS



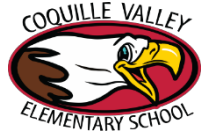
- WLHS primary focus aims to provide students with a well-rounded and up-to-date education, equipping them with the skills and knowledge necessary to thrive in today's rapidly changing world. Committed to fostering critical thinking, creativity, and adaptability, preparing students to meet the challenges of the culture with confidence and competence while earning a high school diploma.



## PLEASE JOIN US!



- WLHS OPEN HOUSE on September 25, 2025 5:00-7:00pm



# COQUILLE SCHOOL DISTRICT #8

September 10, 2025

## Two reports in one! Sinko Says...

### ***CURRICULUM DIRECTOR***

Teachers have had two full District-wide Professional Development days so far- August 25 and 26. It was very generous of the Board to permit our EA's to attend both PD days! Collectively, principals held building meetings and followed the "Darkness to Light" child abuse awareness training provided by Sarah Bright of the Kids' Hope Center. Teachers participated in a jigsaw activity about Senate Bill 141 (the Six Accountability metrics), a quiz about the TAG program, learned about drilling down into State Test scores, and reviewed relatively recent additions to requirements to be compliant under the Division 22 standards, including Tribal History/Shared History, Substance Misuse Prevention, Transformational Social-Emotional Learning, and fentanyl/opioid use prevention. Some staff participated in the optional CPR/First Aid training provided on the 27th by Mr. Miles.

Professional development for health curriculum K-12 is scheduled for the 19th. Teachers will receive training for our online monitoring platform, Classwize. Lastly, teachers will receive training on Sheltered Instruction Observational Protocol from our ESD on this day. There will be one additional, full-day District provided professional development day in November of 2025.

We are looking forward to social science text adoption for the 2025-2026 school year. Our hope is to research and adopt text-based curriculum for grades 5-12 in our traditional schools.

We have received information surrounding Title funding; Denese and I are collaborating on the narratives which are due on September 30, 2025. The Federal government is providing funding in Title I (reading/math intervention); Title II (professional development); Title III (English Language/Multilingual Learners); Title IV (Safe Schools); and Title VI (American Indian/Alaskan Native students).

## **GRANTS**

We did not qualify for the Youth Development Department (YDD) grants or the competitive literacy grant we were pursuing last June/July. We offered summer school, summer camps for elementary through high school, and summer PLUS for students grades 1-6 using our non-competitive summer learning grant. Using our IXL diagnostic platform for English and math as a guide, many students built foundational skills that will place them further along the path of success this year. A huge debt of gratitude goes out to our building principals, secretaries, Alisha Wells (who was the lead teacher of Summer PLUS), the Coquille Public Library- specifically Shelly Wilson- who partnered with our Summer PLUS program to enrich literacy skills for students, Denese Hale and Nicole Leighton for their support in managing and processing purchase orders for our programs supported by this grant, Marci Gallagher and the Food Services crew who prepared meals for students in the PLUS program as well as to students in our community at various sites, and Nate Marshall who supported student attendance through transportation services to and from Summer PLUS!

Annual reporting for our Integrated Programs (including High School Success, the Student Investment Account, the Early Intervention Indicator System, and the Early Literacy Grant) is due September 30; Denese and I are collaborating in this endeavor.

## **WINTER LAKES PRINCIPAL**

Meet my team: Mr. Alex Gilbert, K-1; Mr. Casey Clapper, 2-3; Ms. Mary Robson, 4-5; Mrs. Gallagher, 6-8 Math and Science; Mr. Chris Anderson, 6-8 English, Social Studies and Maker's Space; Mrs. Joan Oakey, resource room teacher; Mrs. Brandy Hoyle, resource room EA; Mrs. Jeannette Dascomb, SLC teacher; Mrs. Debbie Eversole, SLC EA; Mrs. Angie Fanno, SLC EA, Mrs. Kathryn Wright, SLP; Mrs. Ericka Hays, Secretary extraordinaire; Mrs. Laurel Dunn, Support Specialist EA; Mr. Phil Johnson, Social-Emotional Counselor; Deputy John Owens, School Resource Deputy; and Ms. Crystal Bautista, our phenomenal custodian.

I cannot adequately express how honored I am to serve the Winter Lakes Elementary community! My team and the district maintenance crew have really turned out to prepare for this school year. To begin: Jeff Philley spent hours weed-eating and coordinating removal of discarded materials from our campus; Sean and Steve painted our parking lot lines; Crystal- WOW- what a champ! She worked to give a facelift to the "adult" restrooms in the office pod with new paint. She moved furniture and materials to teacher rooms and pressure washed our campus to give

it the back-to-school glow-up. Tom repaired several doors that were out of square and not secure, much to the relief of teachers in those spaces. Not only did he enhance our security, but he also helped us reduce waste in electricity lost through large gaps between the door and frame.

We are polling our students in preparation for elective classes/project-based learning. Some stand-outs from last year included training for a Food Handler's Card, robotics, and underwater remote operated vehicles (ROVs). We are hoping to offer gardening, crafting, music, foreign language, and budgeting, with potential projects that offer content-area standards taught through creating artifacts that are relevant and meaningful to students.

Consider joining us for our First Friday Feature on October 3rd in the afternoon. We would be delighted to have any member of the Board come to read to our primary students, to play kickball or volleyball during PE, or to chaperone a field trip or dance.



## COQUILLE JUNIOR HIGH SCHOOL REPORT

### CALENDAR

Sep. 2	Senior Sunrise 7:30 AM CHS Track (Students & Parents) 7-8th Grade Students: Normal Schedule 9th Grade Orientation "Devil's Connect"
September 10	School Board Meeting 6:00 PM
September 11	Picture Day!
September 19	No School: PD Day

### Learning Focus

#### **Preparing for a Successful Year**

The staff at Coquille Junior High is energized and prepared to welcome students for an engaging and productive school year. Our teachers have been diligently preparing classrooms and curriculum to ensure a smooth and successful start for every student on the first day. Coaches are enthusiastically preparing their student-athletes for spirited competitions.

#### **Welcoming New Educators**

We are thrilled to introduce two outstanding new teachers joining the CJHS team this year:

- Mr. Luke Hundtofte will be our new Junior High Social Studies teacher. He will also be taking on significant coaching roles as the head coach for varsity boys' soccer and, later in the year, the junior high boys' basketball coach.
- Mr. Joseph Ausdemore joins us as our new Academic Life Skills (ALS) teacher. He brings many years of valuable experience and expertise that will greatly benefit our students.

#### **An Invitation for the Year Ahead**

We look forward to partnering with the board and our community throughout the upcoming school year. We extend an open invitation to attend our future events, athletic competitions, and showcases of student learning once classes are underway. Your support is a vital component of our school's success.



## COQUILLE HIGH SCHOOL REPORT

### **CALENDAR**

September 2	Senior Sunrise 7:30 AM CHS Track (Students & Parents)
September 2	First Day 7-8th Grade Students: Normal Schedule
September 2	9th Grade Orientation “Devil’s Connect”
September 3	First Day 10-11th Grade Students Normal Schedule
September 4	Advisory: Present Student Handbook Review to Students
September 5	Last Day S1 Schedule Changes
September 11	Picture Day (All Day)
September 11	HS Advisory: Student Council ASB Meeting
September 12	SWOCC Dual Credit Meeting @ SWOCC PM
September 15	HS Advisory: Class Meetings - FR, SOPH, JR, SR
September 17	Loon Lake Trip - SENIORS; Hampton, Allred
September 19	No School: PD Day
September 26	Fall CTE PD Day
September 30	Southern Oregon Trade Expo

### **LEARNING FOCUS**

Teachers at Coquille Junior Senior High School have been engaged in targeted professional development to ensure a strong foundation for student learning. This training has focused on instructional strategies, classroom management, and the integration of technology to enhance engagement. Teachers also spent time collaborating across departments and grade levels to align curriculum and expectations, with an emphasis on creating a supportive and rigorous learning environment for all students. These efforts are designed to help staff feel prepared, confident, and unified as they welcome students back to campus.

Another key focus has been preparing students for success in advanced academic opportunities, including dual credit courses. Teachers have worked to strengthen pathways that support college and career readiness, ensuring students are well-informed about expectations, requirements, and available resources. Professional learning has included aligning high school coursework with college-level standards, as well as strategies to support students in managing the rigor of dual credit classes. Together, these efforts reflect a commitment to providing students with a smooth transition into the new year and expanding opportunities for academic achievement.

### **Please Join Us**

School at Coquille Junior Senior High School will look a little different to start the 2025-2026 school year. We have some remodeled classrooms, an adjusted schedule, and new policies. We invite School Board Members to tour the school and take a look at what’s happening in the classroom.

## **Coquille Valley Elementary School Board Report for 9/10/2025**



**September Calendar: 20 student contact days**

**September 2- First day of school at CVE- PBIS Stations 2<sup>nd</sup> and 3<sup>rd</sup> grade & 5<sup>th</sup> and 6<sup>th</sup> grade will learn about their enrichment opportunities**

**September 3- PBIS Stations 4<sup>th</sup>-6<sup>th</sup> grade**

**September 4- Back to School Night 5:30 – 7:00 pm**

**September 5- CVE Student Handbook conversation to students from teachers**

**September 8- 5<sup>th</sup> and 6<sup>th</sup> graders will begin Enrichment classes**

**September 17- Beacock Instrument rental night at CVE 5:30 - 6:30**

**September 19- PD Day No School**

**Week of September 22- Scholastic Book Fair**

**September 23- Begin PLUS Program after school (Tuesdays and Thursdays 3:00-4:30)**

**September 23- 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> Grandparents' Day 2-3 pm**

**September 24- 5<sup>th</sup>-6<sup>th</sup> Grandparents' Day 2-3 pm**

## **Principal's Message**

I am pleased to provide an update on the start of our new school year. As we settle into our routines, our focus remains on ensuring a productive and supportive learning environment for all students. I want to highlight some key areas of focus for this year: continuing to improve attendance, high student achievement, and our commitment to a well-rounded education. We are looking forward to a successful and productive school year, and I am grateful for the continued support of the school board.

### **Attendance**

Regular attendance is a cornerstone of student success, and we are placing a strong emphasis on it this year. We have implemented new procedures to track and address student absences promptly and are actively communicating with families about the importance of being in school every day. Our goal is to work collaboratively with parents and guardians to reduce chronic absenteeism and ensure every student is present to receive instruction.

### **High Student Achievement**

I am proud to share that our students and teachers continue to demonstrate commitment to student growth and learning. Our recent standardized test results show significant gains in both ELA and Math proficiency across all grade levels. In Science, our fifth-grade students' scores have also risen, compared to previous years. These results are a testament to the hard work of our students and teachers and the collaborative spirit of our entire school community.

### **Third-Grade ELA**

Our third-grade ELA team is working diligently to meet the new literacy standards. This year, we are implementing a renewed focus on foundational reading skills and comprehension strategies. Our teachers are collaborating in new ways to ensure that all students receive targeted instruction, whether they need extra support or are ready for advanced challenges. We are confident that this strategic approach will lead to significant gains in reading proficiency for our third-grade class.

### **Well-Rounded Education**

This year, we are making a concerted effort to provide a more comprehensive and engaging educational experience. A key change we are excited about is the new schedule for our fifth and sixth grades. This adjusted schedule provides teachers with more time for collaborative planning and better accommodates the academic needs of our students. The feedback from our teachers has been overwhelmingly positive on the new schedule and the opportunity to have 65 minutes of uninterrupted instruction for each CORE class.

## **Scholastic Book Fair & Grandparents' Day**

Our Scholastic Book Fair will be open in the school library on Monday, September 22 to Friday, September 26. This is a great chance for children to discover new books and build their home libraries. Proceeds from the fair will directly support our school and provide new resources for our students and teachers. Grandparents are invited to join their students at school during this special week on Tuesday and Wednesday.

## **CVE Music Program**

All students at CVE have elementary music during the week with Ms. Rostykus. Research shows that music appreciation can have many positive impacts on one's physical, mental, and cognitive development in a positive fashion. We are excited to offer music to all our students and as an elective for 5<sup>th</sup> & 6<sup>th</sup> grade students. They can join Band or Choir at CVE this year and they will meet daily. We look forward to another great year of music!

## **Student Handbook and PBIS Stations**

At CVE our school-wide expectations are safe, respectful, and responsible behavior. On the first and second day of school, teachers and EAs toured the school with their classes and talked about how to demonstrate that behavior in all areas of the school. Students and teachers did an excellent job facilitating this conversation and our second graders and new students at the school met our school support staff. This year our teachers covered the key points of our student handbook on Friday during the first week of school and gave students an opportunity to ask some questions. This includes the expectations and rules with AI (Artificial Intelligence) and the new cell phone ban in schools.

## **5th and 6th grade Electives**

To further support a well-rounded education, we have expanded our elective choices for fifth and sixth-grade students this year. Students now have the option to commit to a year-long elective in Band, Choir, 6<sup>th</sup> grade Yearbook, or 6<sup>th</sup> grade Leadership. For students who do not choose a year-long elective, we have introduced an elective "wheel" where they will rotate quarterly through four different classes: Spanish, STEM, Keyboarding, and Creative Writing. These new options provide our students with opportunities to explore a wider range of interests and skills.



# LINCOLN SCHOOL OF EARLY LEARNING

1366 N. Gould St, Coquille, OR 97423 | 541-396-2811 | Fax: 541-396-7351

*Amy May, Principal*

## **Lincoln School of Early Learning – September Board Report**

### **Calendar:**

September 2<sup>nd</sup> First Day of School for 1<sup>st</sup> Grade

September 4<sup>th</sup> First Day of School for Kindergarten

September 8<sup>th</sup> First Day of School for Prekindergarten

September 18<sup>th</sup> No School: Professional Development Day

September 30<sup>th</sup> Picture Day

### **Learning-Focused**

We held a successful kindergarten launch during the week of August 12-22, focusing on building community, relationships, and an introduction to the classroom. Forest Martin led the launch, assisted by Kelsey Martin. A huge thank you goes out to both of them for welcoming our students and their families into the building. This is a huge benefit of early partnership with families.

At Lincoln, we are happy to announce several new faces to the team. The following staff members are Peyton Rodriguez (K), Josh Kimble (K), Lisa Downing (SPED Teacher), Tyana Anderson (EA), and Morgan Eley (EA). Each of these individuals is a great addition to the team at Lincoln.

Although this summer was a quiet year for big changes at Lincoln, improvements were still made. One classroom and our daycare space were repainted, making these two areas of our school look fresh and clean. The daycare crayon fence is currently being repainted as well. Sean Tippett and Steve Strouts worked tirelessly throughout the district, painting parking lots.

Our intentional staggered start with each grade level allows teachers to connect with each student's family on or before the first day of school. Each student and family is welcome to Lincoln.

### **Invitation**

I would like to invite the School Board to tour the building and meet our staff and students. Lincoln is a happy place, and we welcome you!

# Coquille School District Athletic Director Report

## September 2025

### Calendar:

Sports You schedule for the next month is on the following pages.

### Areas of Focus and Note:

Final Forms has arrived at Coquille Jr/Sr High School. It is an online program that allows parents and students to register for sports electronically. Coaches can quickly search for athlete information from their phone or other device. Other features include alerts to expiration dates for physicals and on-line uniform and equipment inventory.

The 2025-2026 football, soccer, volleyball and basketball schedules are complete and are posted on the OSAA website and Sports You. Cross Country schedule is available at [athletic.net](http://athletic.net)

Participation numbers are good. We have added a boys' JV Soccer Team. We have a full girl's team for Cross Country. We have added a JV2 Volleyball Team and we have a full schedule (9 games) for JV football. Junior High has four volleyball teams and full 7<sup>th</sup> and 8<sup>th</sup> grade football teams.

Coaching search is still under way for High School Boys Basketball Assistant, High School Girls JV Basketball, High School Boys JV Basketball.

### Invitation:

Your presence at any event is welcomed.

6:00 pm - 6:30 pm ● Dallas Field 3

**September 3, 2025**

**Wednesday**

3:30 pm - 11:59 pm ● JV Volleyball @ Creswell

3:30 pm - 11:59 pm ● Var Volleyball @ Creswell

4:30 pm - 11:59 pm ● Girls' Soccer @ Marshfield

5:00 pm - 11:59 pm ● JV Volleyball v Valley Catholic

5:00 pm - 11:59 pm ● Var Volleyball v Valley Catholic

6:30 pm - 11:59 pm ● Boys Soccer @ Marshfield

**September 5, 2025**

**Friday**

All-day ● HS CC @ Fugate Farms

7:00 pm - 11:59 pm ● Varsity Football @ North Valley

**September 6, 2025**

**Saturday**

All-day ● Douglas Tournament

All-day ● Douglas Tournament

**September 8, 2025**

**Monday**

4:15 pm - 11:59 pm ● 7/8 Red Volleyball @ Bandon

4:15 pm - 11:59 pm ● 7/8 White Volleyball v North Bend

5:00 pm - 11:59 pm ● JV Football v North Valley

**September 9, 2025**

**Tuesday**

4:30 pm - 11:59 pm ● Girls' Soccer @ Sutherlin

4:30 pm - 11:59 pm ● JV Volleyball @ St. Mary's

6:00 pm - 11:59 pm ● Varsity Volleyball @ St. Mary's

**September 10, 2025**

**Wednesday**

2:30 pm - 11:59 pm ● HS CC @ Country Fair

4:00 pm - 11:59 pm ● 7/8 Football @ Marshfield

4:15 pm - 11:59 pm ● 7/8 White Volleyball v Sutherlin

4:30 pm - 11:59 pm ● JV Soccer v Siuslaw

**September 11, 2025**

**Thursday**

3:30 pm - 11:59 pm ● Boys Soccer v South Umpqua

4:15 pm - 11:59 pm ● 7/8 Red Volleyball v Pacific & Winston

4:30 pm - 11:59 pm ● JV Volleyball @ Oakland

5:30 pm - 11:59 pm ● Girls' Soccer v Brookings

6:00 pm - 11:59 pm ● Var Volleyball @ Oakland

**September 12, 2025**

**Friday**

7:00 pm - 11:59 pm ● Varsity football v Cottage Grove

7:00 pm - 8:00 pm ● Cottage Grove (Non League)

**September 15, 2025**

**Monday**

4:15 pm - 11:59 pm ● 7/8 Red Volleyball v Myrtle Point

4:15 pm - 11:59 pm ● 7/8 White Volleyball @ Marshfield

5:00 pm - 11:59 pm ● JV Football @ Cottage Grove

**September 16, 2025**

**Tuesday**

4:30 pm - 11:59 pm ● Boys Soccer @ Douglas

4:30 pm - 11:59 pm ● Girls' Soccer @ Cascade Christian

4:30 pm - 11:59 pm ● JV Volleyball v Bandon

6:00 pm - 7:00 pm ● Var Volleyball v Bandon

**September 17, 2025**

**Wednesday**

4:15 pm - 11:59 pm ● 7/8 Red Volleyball @ Azalea

4:15 pm - 11:59 pm ● 7/8 White Volleyball v Coffenberry

**September 18, 2025**

**Thursday**

4:30 pm - 11:59 pm ● Boys Soccer v Pacific

4:30 pm - 11:59 pm ● JV Volleyball @ Marshfield

6:00 pm - 11:59 pm ● Var Volleyball @ Marshfield

**September 19, 2025**

**Friday**

All-day ● 7/8 Football v Cottage Grove

7:00 pm - 11:59 pm ● Varsity Football v Madras

**September 20, 2025**

**Saturday**

All-day ● HS CC @ Prefontaine Memorial Run

All-day ● Youth Football

**September 22, 2025**

**Monday**

4:15 pm - 11:59 pm ● 7/8 Red Volleyball @ Gold Beach

4:15 pm - 11:59 pm ● 7/8 White Volleyball v Winston

5:00 pm - 11:59 pm ● JV Football v Marshfield JV2

**September 23, 2025**

**Tuesday**

4:30 pm - 11:59 pm ● Boys Soccer @ Sutherlin

4:30 pm - 11:59 pm ● Girls' Soccer v Douglas

4:30 pm - 11:59 pm ● JV Volleyball @ Douglas

6:00 pm - 11:59 pm ● Var Volleyball @ Douglas

**September 24, 2025**

**Wednesday**

4:00 pm - 11:59 pm ● 7/8 Football @ Myrtle Point

4:15 pm - 11:59 pm ● 7/8 Red Volleyball v Bandon

4:15 pm - 11:59 pm ● 7/8 White Volleyball @ North Bend

**September 25, 2025**

**Thursday**

4:30 pm - 11:59 pm ● Boys Soccer v Gold Beach

4:30 pm - 11:59 pm ● Girls' Soccer @ Glide

4:30 pm - 11:59 pm ● JV Volleyball v Siuslaw

6:00 pm - 11:59 pm ● Var Volleyball v Siuslaw

**September 26, 2025**

**Friday**

All-day ● 7/8 Red & White Volleyball @ Lion's Tourney

3:00 pm - 11:59 pm ● HS CC @ Champs Invite

7:00 pm - 11:59 pm ● Var Football @ Phoenix

**September 27, 2025**

**Saturday**

All-day ● 7/8 Red & White Volleyball @ Lion's Tourney

**September 29, 2025**

**Monday**

4:15 pm - 11:59 pm ● 7/8 Red Volleyball @ Pacific

4:15 pm - 11:59 pm ● 7/8 White Volleyball @ Sutherlin

4:30 pm - 11:59 pm ● JV Football v Phoenix

**September 30, 2025**

**Tuesday**

4:30 pm - 11:59 pm ● Boys Soccer @ UVC

4:30 pm - 11:59 pm ● Girls' Soccer v Illinois Valley

4:30 pm - 11:59 pm ● JV Volleyball v Glide

6:00 pm - 11:59 pm ● Var Volleyball v Glide

**October 1, 2025**

**Wednesday**

4:00 pm - 11:59 pm ● 7/8 Football v Azalea

4:15 pm - 11:59 pm ● 7/8 Red Volleyball @ Myrtle Point

4:15 pm - 11:59 pm ● 7/8 White Volleyball v Marshfield

**October 2, 2025**

**Thursday**

4:30 pm - 11:59 pm ● Girls' Soccer @ Lakeview

4:30 pm - 11:59 pm ● JV Volleyball @ Sutherlin

6:00 pm - 11:59 pm ● Var Volleyball @ Sutherlin

**October 3, 2025**

**Friday**

7:00 pm - 11:59 pm ● Brookings-Harbor (League)

7:00 pm - 11:59 pm ● Varsity Football v Brookings

**October 4, 2025**

**Saturday**

All-day ● JV Volleyball @ Pleasant Hill Tourney

All-day ● Var Volleyball @ Pleasant Hill Tourney

11:00 am - 11:59 pm ● HS CC @ Stan Goodell Invite

**October 6, 2025**

**Monday**

4:15 pm - 11:59 pm ● 7/8 Red Volleyball v Azalea

4:15 pm - 11:59 pm ● 7/8 White Volleyball @ Coffenberry

5:00 pm - 11:59 pm ● JV Football @ Brookings

**October 7, 2025**

**Tuesday**

2:30 pm - 11:59 pm ● Girls' Soccer v Lost River

4:30 pm - 11:59 pm ● Boys Soccer @ S. Umpqua

4:30 pm - 11:59 pm ● JV Volleyball @ S. Umpqua

6:00 pm - 11:59 pm ● Var Volleyball @ S. Umpqua

**October 8, 2025**

**Wednesday**

4:00 pm - 11:59 pm ● 7/8 Football @ Siuslaw

4:15 pm - 11:59 pm ● 7/8 Red Volleyball v Gold Beach

4:15 pm - 11:59 pm ● 7/8 Volleyball @ Winston

**October 9, 2025**

**Thursday**

4:30 pm - 11:59 pm ● Boys Soccer v Douglas

4:30 pm - 11:59 pm ● Girls' Soccer @ North Valley

4:30 pm - 11:59 pm ● JV Volleyball v Douglas

6:00 pm - 11:59 pm ● Var Volleyball v Douglas

**October 10, 2025**

**Friday**

7:00 pm - 11:59 pm ● Varsity Football @ South Umpqua

**October 11, 2025**

**Saturday**

All-day ● 7/8 Red & White Volleyball @ Marshfield Invitational

**October 13, 2025**

**Monday**

4:15 pm - 11:59 pm ● 7/8 Red Volleyball @ Winston

4:15 pm - 11:59 pm ● 7/8 White Volleyball v Coffenberry

5:00 pm - 11:59 pm ● JV Football v South Umpqua

**October 14, 2025**

**Tuesday**

4:30 pm - 11:59 pm ● Boys Soccer @ Pacific

4:30 pm - 11:59 pm ● Girls' Soccer v Rogue River

4:30 pm - 11:59 pm ● JV Volleyball @ Siuslaw

6:00 pm - 11:59 pm ● Var Volleyball @ Siuslaw

**October 15, 2025**

**Wednesday**

4:00 pm - 11:59 pm ● 7/8 Football v Sutherlin

4:15 pm - 11:59 pm ● 7/8 Red Volleyball @ Siuslaw



## Coquille School District Technology Report

9-1-25

All district servers were migrated out of VMware hypervisor services now owned by Broadcom and imported into PROXMOX hypervisor. This was done because with Broadcom's purchase of VMware there have been many cost increases to continue utilizing this service to customers. It was a good time to do this as well as the school district's virtual server system needed some re-organization and improvement. This process was quite time consuming and caused me to come in many days over the weekend checking on these migration processes.

The next big project was moving the entire “head-end” or main infrastructure from Lincoln School to WLHS. This entailed the physical relocation of all servers and core networking switching infrastructure. We installed a new 6ft tall rack system in the tech room at WLHS and populated it with many servers. A new AC unit was installed to help cool the increased infrastructure and to keep the tech room at a recommended temperature for servers.

This project also went hand-in-hand with a new fiber project the district began over the summer with DFN. All network connections joining schools to the new main hub, @ WLHS have now been replaced with single-mode fiber network connections. These connections now connect each school to WLHS with a fiber connection that can support connections of up to 10Gbps. Since this has been installed we have been doing a lot of testing and have been working out many small bugs. Just recently, 1GB fiber modules were swapped out for new 10GB fiber modules and we have been testing them for about a week. We are still monitoring some concerning activity, and we may end up having to swap out some malfunctioning modules. On a district wide level, the network is currently performing well.

Greg our tech1 has been super busy this summer preparing Chromebooks for the new school year with Coquille Junior Senior High moving to a 1-to-1 Chromebook check-out system there has been a lot of preparation work required to make this happen, and with the US trade issues that were present in April/May this caused repair parts to be held back and piled up a lot of repair work that needed to be done. Mr. Cotrell worked diligently through the summer to repair and maintenance the entirety of the districts Chromebook supply for all schools.

Eleven new interactive touch displays were installed throughout the school district.

The next month will be full of many, many work-orders and I will also be working to create a new server back-up system for our new PROXMOX virtual server system.

Respectfully,

A handwritten signature in black ink, appearing to read 'Sean Wirebaugh', is written over a light gray rectangular background.

Sean Wirebaugh, Technology Director

**FOOD SERVICE  
AUGUST & START OF THE SCHOOL YEAR  
AT A GLANCE**

**Total Days with staff out: 20 (one out on leave for surgery)**

**USDA commodity delivery: 200 cases to get the year started.**

**September menus were completed and sent to all schools.**

**Site Monitoring will begin at the start of the school year.**

**CATERING OPPORTUNITIES**

**New teacher orientation: catered for 30**

**Staff BF: Catered for 200**

**CVE kitchen will make 40 dozen cookies for Open House and 50 dozen cookies for Grandparents Day.**

**We will have the board meeting meal on September 10th**

**LOOKING AHEAD IN OCTOBER**

**OMER-One Month Enrollment Report will be completed for daycare**

**Additional site monitoring will be completed**

**Board meeting meal**

**USDA commodity delivery**

**Sack lunches will be available for students going on field trips.**



## Transportation:

### September 2025

The 2025-2026 school year is off to a strong start. The Transportation Department has been especially busy with the first week of school and the kickoff of fall sports. All student bus riders from Pre-K through 12th grade have been successfully added to their respective routes.

Staff development is also underway, with annual required training classes now in session for the transportation team.

Over the summer, the center parking lot at the new Transportation Facility was reconfigured to improve efficiency. The updated layout now includes 13 standard parking spots and one ADA-compliant space, maximizing the available parking area.

In July, the district purchased a used 2015 Ram 3500 Tradesman maintenance truck with a service box chassis, offering ample storage. This vehicle is expected to serve the district well for many years.

At the end of August, we received a new minibus #10—identical to minibus # 11, acquired last year. It has already been put into service for daily routes and athletic events.

We're also pleased to welcome a new driver, Stephanie Bailey, to our team. Stephanie has 11 years of school bus driving experience and is enthusiastic about joining our department.

#### **2024-2025 Transportation Miles:**

**Home to school: 92,174**

**Academic trips: 19,534**

**Non-academic trips/sports: 50,221**

**Total annual mileage: 161,929**

#### **2023-2024 Transportation Miles:**

**Home to school: 76,453**

**Academic trips: 18,386**

**Non-academic trips/sports: 36,152**

**Total annual mileage: 130,991**

In closing we look forward to another exciting year!

Respectfully,

Nate





## Board Report for September

From SRD

- \*Started Drivers Education on June 9 and completed it around August 12<sup>th</sup>. 15 students were in the class and completed it.
- \*On 6/23, I took a report of a security camera being stolen from CVE. We were unable to ID the suspect.
- \*7/7 report of prescription drugs left near CHS off W Central Blvd. Person who reported tried to assist in finding drugs they were gone when we got there.
- \*8/5 dealt with a suspicious vehicle at WLHS. I contacted owner and car was towed same day.
- \*8/5 I took part in National Night Out at the Community building. I saw and spoke to several of our students and families at this event.
- \*I was told about a possible ongoing incident with some of our students at CHS. I spoke to concerned parents and will follow up with students.
- \*8/25 at Lincoln school to assist with a possible custodial issue.
- \*8/26 participated in staff training at WLHS.
- \*8/27 I took a report of a Burglary that happened at CHS over the summer. The building broken into was a storage building connected to the Southeast corner of the school. Someone cut the lock and stole cans that were in it to be recycled.
- \*8/27 Assisted Admin at Coquille HS regarding enrollment of a student, "strange circumstances." The situation was handled.
- \*8/28 Assisted Admin. At Lincoln School regarding enrollment of a student, "strange circumstances." The situation was handled.

End of Report

Submitted by  
Deputy Owens

FROM THE DESK OF JEFF PHILLEY

## **SPECIAL EDUCATION**

We had four SpEd teaching positions to fill, which is a lot. All four come to us with extensive teaching experiences. When I met with the entire team together for the first time this week, I was really blown away by all the experience in the room, and I'm pleased to report it's a very strong team. I know we are ready and have a plan and place for every one of our students with disabilities. Thank you as always to Nate Marshall for creating our transportation plan for students with disabilities to start the year.

## **NURSING**

I was able to have Brandi and Lindsey do training with 50 classified employees Tuesday of in-service week to cover a number of health related topics including; AED machines, Life Vac (for choking), Narcan (for opioid intervention and Epi Pen training (for anaphylactic shock). The training went really well and creates a safer district for students and staff.

## **FACILITIES**

Summer work projects are coming to an end, and our focus shifts to making sure buildings are ready for students. Thank you to the custodial and maintenance staff for all they did to get seven facilities and lots of acreage ready. Here are some highlights of summer work: Resurface CHS Gym Floor, Retro Fit Lighting to LED at CHS, New Flooring in Four Classrooms at CHS, Complete Mini-Split Project at CHS, Additional electrical panel for new power at CHS, Kitchen Wiring for new Oven at CHS, Mini-Split installation in tech room at WLHS, Clear Block Removal four classes at CHS, Install New Windows four classes at CHS, Remove Limbs/Brush/Weed eat behind Old Bus Barn, Resurface Gym Floor at CVE, Remove Limbs/Brush behind CVE, Remodel Room #3 at CVE to make Staff Room, Conference Room and future Admin office, CVE Remodel Science/staff room (Plumbing, Paint, furniture), CVE Locker installation

## **RESTRAINT AND SECLUSION TRAINING**

I was able to meet with all EA's to go over exactly what the ORS (Oregon Revised Statutes) say regarding educational restraint, seclusion and reasonable force. Deputy John Owens attended this training and provided a lot of specific information on how he defines these terms from a law enforcement/education background. We want our EA's to know exactly what they can and can't do when they believe a student may be in imminent danger to themselves or others, and to keep students and staff safe.

## **McKENNEY – VENTO**

The DO has made some improvements to the location where we have food, clothing and hygiene items for students experiencing homelessness. We've had many students take advantage of this resource recently.

*Jeff 8/27/25*



*Coquille*

School District #8

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**Maintenance Board Report**

Dear School Board Members,

This summer our maintenance and custodial teams worked hard across the district to ensure our facilities were ready for students and staff. At Coquille Jr./Sr. High School, we completed asbestos removal of the glass blocks in four classrooms and installed new windows, siding, flooring, paint, and mini-split heating and cooling units.

At Coquille Valley Elementary, the former SPED room was remodeled into three new spaces, providing staff with a new staff room, a private conference room, and an office for the building administrator.

Across the district, we partnered with Jaimie Fish Tree Service to support fire prevention efforts and weed eating at LSEL, CVE, and CHS. The maintenance team also officially moved into the new shop this summer, and the old building was taken down by Winter Lakes Recycling.

In addition, our maintenance and custodial staff put in great effort on painting projects and curb appeal touch-ups, making sure every building is fresh and welcoming. With these projects complete, the team is now focused on ongoing maintenance to keep our facilities running smoothly throughout the year.

We appreciate the continued support of the School Board and want to thank our dedicated maintenance and custodial staff for their hard work in making sure our schools are safe, functional, and inviting.

Respectfully

*Sierra Britton*

*Maintenance Secretary*



*Coquille*

School District #8

FISCAL  
REPORTS  
Section 7

**COQUILLE SCHOOL DISTRICT #8  
APPROPRIATIONS BY FUND & FUNCTION**

9/3/2025

FUND #		Adopted Budget	Function 1XXX	Adopted Budget	Function 2XXX	Adopted Budget	Function 3XXX	Adopted Budget	Function 4XXX	Adopted Budget	Function 5XXX	Adopted Budget	Function 6XXX	Adopted Budget	Function 7XXX
		2025-2026	Instruction	2025-2026	Support Services	2025-2026	Enter. & Comm. Svcs.	2025-2026	Facilities Acq. & Const.	2025-2026	Interag./Fund Trans.	2025-2026	Contingency	2025-2026	Unapp. EFB
100	Actuals	\$ 9,643,709	\$ 81,610	\$ 7,527,507	\$ 1,430,481	\$ 237,173	\$ 37,172	\$ -	\$ -	\$ 1,348,790	\$ 133,577	\$ 1,000,000	\$ -	\$ -	\$ -
100	Encumbrances	\$ -	\$ 8,403,153	\$ -	\$ 5,408,303	\$ -	\$ 197,107	\$ -	\$ -	\$ -	\$ 580,823	\$ -	\$ -	\$ -	\$ -
		\$ 1,158,947	\$ 8,484,762	\$ 688,724	\$ 6,838,784	\$ 2,894	\$ 234,279	\$ -	\$ -	\$ 634,389	\$ 714,401	\$ 1,000,000	\$ -	\$ -	\$ -
2XX	Actuals	\$ 2,452,525	\$ 56,089	\$ 1,775,139	\$ 23,389	\$ 1,368,377	\$ 84,025	\$ 73,376	\$ 40,850	\$ 114,637	\$ 70,699	\$ -	\$ -	\$ -	\$ -
2XX	Encumbrances	\$ -	\$ 1,532,379	\$ -	\$ 899,469	\$ -	\$ 1,030,601	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 864,057	\$ 1,588,468	\$ 852,280	\$ 922,858	\$ 253,750	\$ 1,114,626	\$ 32,526	\$ 40,850	\$ 43,939	\$ 70,699	\$ -	\$ -	\$ -	\$ -
3XX	Actuals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3XX	Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4XX	Actuals	\$ -	\$ -	\$ 175,562	\$ 138,275	\$ -	\$ -	\$ 1,225,001	\$ 40,481	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4XX	Encumbrances	\$ -	\$ -	\$ -	\$ 54,197	\$ -	\$ -	\$ -	\$ 4,046	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ (16,910)	\$ 192,472	\$ -	\$ -	\$ 1,180,474	\$ 44,527	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6XX	Actuals	\$ -	\$ -	\$ 115,000	\$ 2,756	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6XX	Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ 112,244	\$ 2,756	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7XX	Actuals	\$ -	\$ -	\$ -	\$ -	\$ 8,243	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7XX	Encumbrances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ 8,243	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL:</b>		\$ 12,096,234	\$ 10,073,230	\$ 9,478,208	\$ 7,954,114	\$ 1,613,792	\$ 1,348,905	\$ 1,298,377	\$ 85,377	\$ 1,463,427	\$ 785,099	\$ 1,000,000	\$ -	\$ -	\$ -
		\$ 2,023,004	\$ -	\$ 1,524,094	\$ -	\$ 264,887	\$ -	\$ 1,213,000	\$ -	\$ 678,328	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -

**COQUILLE SCHOOL DISTRICT #8**  
**Year-to-Date Activity & Forecast**  
**GENERAL FUND**

Jul-25

Account #	Revenues:	Adopted	Actual	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Actual/	Difference	
		Budget 2025-2026	July	August	September	October	November	December	January	February	March	April	May	June	Estimate Totals	Actual/Estimate to Budget	
5400	Beginning Fund Balance	1,900,000	-	-	-	-	-	1,900,000	-	-	-	-	-	-	1,900,000	-	
111x	Property Taxes	2,844,252	-	28,289	25,842	22,145	2,498,287	20,506	49,771	38,765	58,757	26,882	21,001	54,007	2,844,252	(0)	
1114	HERT Tax	1,000	-	-	-	-	-	-	-	-	-	-	-	1,000	1,000	-	
1510	Interest	230,000	14,775	24,624	21,565	19,089	18,407	19,089	19,089	19,089	19,089	19,089	19,089	17,007	230,000	(0)	
17xx	Student Fees	28,000	-	508	3,417	3,417	1,618	1,388	3,417	3,417	3,171	3,856	992	2,800	28,000	(0)	
1810	Child Development Center	135,000	9,586	18,572	25,239	9,817	9,200	9,200	9,200	9,200	9,200	9,200	9,200	7,386	135,000	-	
1910	Rentals	25,000	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	1,985	3,171	25,000	-	
1940	Services Provided Other LEA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
1990	Miscellaneous Revenue	100,000	89	4,728	4,711	781	6,196	1,141	2,310	47,956	18,367	1,205	8,935	3,582	100,000	(0)	
1991	Reimbursable Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2101	County School Fund	14,500	-	-	-	7,250	-	-	-	-	-	-	-	7,250	14,500	-	
2199	Other Intermediate	5,000	-	-	-	-	-	-	-	-	-	-	-	5,000	5,000	-	
3101	State School Fund	14,300,000	2,360,133	1,193,987	1,193,987	1,193,987	1,193,987	1,193,987	1,193,987	1,193,987	1,193,987	1,193,984	-	14,300,000	0		
3103	Common School Fund	174,427	-	-	-	-	-	-	87,214	-	-	-	-	87,213	174,427	0	
3299	Other Restricted State Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
3910	DHS-Child Care	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4801	Federal Forest Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
490X	Revenue on Behalf of District	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5200	Interfund Transfers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	<b>TOTAL REVENUES:</b>	<b>19,757,179</b>	<b>2,386,567</b>	<b>1,272,692</b>	<b>1,276,745</b>	<b>1,258,470</b>	<b>3,729,680</b>	<b>3,147,296</b>	<b>1,366,972</b>	<b>1,314,398</b>	<b>1,304,555</b>	<b>1,256,203</b>	<b>1,255,185</b>	<b>188,416</b>	<b>19,757,179</b>	<b>(0)</b>	
	<b>Expenditures:</b>																
100	Salaries	8,406,734	206,622	279,072	703,166	703,166	703,166	703,166	703,166	703,166	703,166	703,166	703,166	1,592,545	8,406,733	0	
200	Benefits	6,025,531	132,619	158,540	507,452	507,452	507,452	507,452	507,452	507,452	507,452	507,452	507,452	1,167,305	6,025,532	(0)	
300	Purchased Services	1,228,014	70,960	70,654	46,736	96,099	78,445	57,522	120,029	149,784	153,514	149,459	149,751	85,060	1,228,013	0	
400	Supplies & Materials	1,260,251	77,112	173,071	172,281	160,502	60,503	70,503	70,503	86,093	77,571	69,742	60,503	181,867	1,260,251	(0)	
500	Capital Outlay	38,364	24,017	2,566	265	265	265	265	265	265	265	265	1,664	8,000	38,364	-	
600	Other	1,175,285	164,608	235,696	17,362	114,677	61,250	112,077	15,542	84,081	10,923	116,022	238,007	5,040	1,175,285	(0)	
700	Transfers Out	623,000	-	-	-	623,000	-	-	-	-	-	-	-	-	623,000	-	
800	CONTINGENCY:	1,000,000	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000,000	
	<b>TOTAL EXPENDITURES:</b>	<b>19,757,179</b>	<b>675,939</b>	<b>919,599</b>	<b>1,447,262</b>	<b>2,205,161</b>	<b>1,411,081</b>	<b>1,450,985</b>	<b>1,416,957</b>	<b>1,530,841</b>	<b>1,452,891</b>	<b>1,546,106</b>	<b>1,660,543</b>	<b>3,039,817</b>	<b>18,757,179</b>	<b>1,000,000</b>	
ESTIMATED FUND BALANCE/ CARRYOVER AT MONTH END:		1,710,628	2,063,721	1,893,204	946,514	3,265,113	4,961,424	4,911,439	4,694,997	4,546,662	4,256,759	3,851,402	1,000,000				
														PROJECTED ENDING FUND BALANCE		1,000,000	-
														PROJECTED ENDING FUND BALANCE PERCENTAGE OF ACTUAL (FORECAST) REVENUE AT 6/30/2025		5%	

## COQUILLE SCHOOL DISTRICT #8

### Year-to-Date Activity & Forecast

#### GENERAL FUND

For the period ending July 31, 2025

#### ACTIVITY

	Adopted Budget 2025-2026	YTD Actuals through Current Month	Encumbrances	Actuals Including Encumbrances	Forecast through 6/30/2026	% Actual to Budget	Over/ (Under) Budget
<b>Revenues:</b>							
Beginning Fund Balance	1,900,000	-	1,900,000	1,900,000	1,900,000	0.00%	-
Property Taxes	2,844,252	-	2,844,252	2,844,252	2,844,252	0.00%	0
HERT Tax	1,000	-	1,000	1,000	1,000	0.00%	-
Interest	230,000	14,775	215,226	230,000	230,000	6.42%	0
Student Fees	28,000	-	28,000	28,000	28,000		0
Child Development Center	135,000	9,586	125,414	135,000	135,000	7.10%	-
Rentals	25,000	1,985	23,016	25,000	25,000	7.94%	-
Services Provided Other LEA	-	-	-	-	-		-
Miscellaneous Revenue	100,000	89	99,912	100,000	100,000	0.09%	0
Reimbursable Income	-	-	-	-	-	#DIV/0!	-
County School Fund	14,500	-	14,500	14,500	14,500	0.00%	-
Other Intermediate	5,000	-	5,000	5,000	5,000		-
State School Fund	14,300,000	2,360,133	11,939,867	14,300,000	14,300,000	16.50%	(0)
Common School Fund	174,427	-	174,427	174,427	174,427	0.00%	(0)
Other Restricted State Revenue	-	-	-	-	-		-
DHS-Child Care	-	-	-	-	-	#DIV/0!	-
Federal Forest Fees	-	-	-	-	-	#DIV/0!	-
Revenue on Behalf of District	-	-	-	-	-	0.00%	-
Interfund Transfers	-	-	-	-	-	#DIV/0!	-
<b>TOTAL:</b>	<b>19,757,179</b>	<b>2,386,567</b>	<b>17,370,612</b>	<b>19,757,179</b>	<b>19,757,179</b>	<b>12.08%</b>	<b>0</b>

**Expenditures:**

Salaries	8,406,734	206,622	8,200,111	8,406,733	8,406,733	2.46%	(0)
Benefits	6,025,531	132,619	5,892,913	6,025,532	6,025,532	2.20%	0
Purchased Services	1,228,014	70,960	1,157,053	1,228,013	1,228,013	5.78%	(0)
Supplies & Materials	1,260,251	77,112	1,183,139	1,260,251	1,260,251	6.12%	0
Capital Outlay	38,364	24,017	14,347	38,364	38,364	62.60%	-
Other	1,175,285	164,608	1,010,677	1,175,285	1,175,285	14.01%	0
Transfers Out	623,000	-	623,000	623,000	623,000	0.00%	-
<b>SUB-TOTAL:</b>	<b>18,757,179</b>	<b>675,939</b>	<b>18,081,240</b>	<b>18,757,179</b>	<b>18,757,179</b>	<b>3.60%</b>	<b>0</b>

CONTINGENCY:

	1,000,000	-	-	-	-
<b>TOTAL:</b>	<b>19,757,179</b>	<b>675,939</b>	<b>18,081,240</b>	<b>18,757,179</b>	<b>18,757,179</b>

PROJECTED ENDING FUND BALANCE

1,000,000

PROJECTED ENDING FUND BALANCE PERCENTAGE OF ACTUAL (FORECAST) REVENUE AT 6/30/2025

5%



*Coquille*

School District #8

# Consent Agenda

## Section 10

# Coquille School District 8

## Donation Acceptance

Donor Name	Layton Lumber & Hardware DBA Coquille Supply
Donor Address	10054 HWY 42 Coquille, OR 97423
Donor Phone	541-396-4264
Item or Amount Donated	Check #15627 \$100.00
Date of Donation	Dated 6/17/25, Brought to HS 8/12/25
Purpose of Donation	To help the High School Boys Soccer team with their field trip to Seattle for the World Cup event.
Conditions of Donation	None
Date Check to Business Office	8/13/25
Date Donation Accepted by Board	
Expression of Thanks (Copy to DO)	See Attached
Date Purchase Made	
What was Purchased	
PO#	
Closure	
Submitted By	Becky Sproul

## Coguille Supply

Thank you for your generous donation supporting the High School Boys Soccer team's trip to the World Cup event in Seattle last month. Your generosity made this unforgettable experience possible! Coquille Jr. Sr. High School

# Coquille School District 8

## Donation Acceptance

Donor Name	MP Auto & Rigging LLC
Donor Address	725 Ash Street Myrtle Point, OR 97458
Donor Phone	541-559-1081
Item or Amount Donated	Check #1672 \$100.00
Date of Donation	Dated 6/17/25, Brought to HS 8/12/25
Purpose of Donation	To help the High School Boys Soccer team with their field trip to Seattle for the World Cup event.
Conditions of Donation	None
Date Check to Business Office	8/13/25
Date Donation Accepted by Board	
Expression of Thanks (Copy to DO)	See Attached
Date Purchase Made	
What was Purchased	
PO#	
Closure	
Submitted By	Becky Sproul

MP Auto & Rigging LLC

Your generous donation made it possible for the High School Boys Soccer team to attend the World Cup event in Seattle last month. It was an incredible experience for our players, and we are so thankful for your support!

Cogville Jr. Sr. High School

# Coquille School District 8

## Donation Acceptance

Donor Name	John Fandel, LLC
Donor Address	614 Maple Street Myrtle Point, OR 97458
Donor Phone	541-572-2373
Item or Amount Donated	Check #2972 - \$100.00
Date of Donation	Dated 6/17/25, Brought to HS 8/12/25
Purpose of Donation	To help the High School Boys Soccer team with their field trip to Seattle for the World Cup event.
Conditions of Donation	None
Date Check to Business Office	8/13/25
Date Donation Accepted by Board	
Expression of Thanks (Copy to DO)	See Attached
Date Purchase Made	
What was Purchased	
PO#	
Closure	
Submitted By	Becky Sproul

**Personal Electronic Devices \*/\*\***

{This policy is required by ORS 336.840 and EO 25-09. EO-25-09 requires policy to be adopted and in place by October 31, 2025, with full implementation by January 1, 2026.}

Student use of a personal electronic device is prohibited from the start of regular instructional hours until the end of regular instructional hours, except as provided below. Personal electronic devices can be used when students are not on school grounds and are not under the supervision of school personnel (other than a school bus driver)<sup>1</sup>.

Except as otherwise provided in this policy, “personal electronic device” means any portable, electrically powered device that is capable of making and receiving calls and text messages and accessing the internet independently from the school’s network infrastructure.<sup>2</sup> This includes headphones and earbuds attached to personal electronic devices. This does not include a laptop computer or other device required to support academic activities.

Personal electronic devices may be used when use complies with the terms of:

1. The student’s medical provider’s order for the care and treatment of a medical condition;<sup>3</sup>
2. The student’s individualized education program, as defined in ORS 343.035 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794);<sup>4</sup>

Personal electronic devices for students through eighth grade may be kept by students in lockers or backpacks, but personal electronic devices are not to be stored on the student’s person or in the student’s clothing. Personal electronic devices for students ninth grade and above may be stored on the student’s person, but may not be used from the start of the school day to end of the school day.

Students in violation of this policy will be subject to disciplinary action. Discipline for mere possession or use of a personal electronic device may not include loss of instructional time for the student (including suspension or expulsion), but could include detention, a change to storage requirements, etc. {<sup>5</sup>}.

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<sup>1</sup> If students are under the supervision of school personnel other than a school bus driver, the use of personal electronic devices is prohibited during regular instructional hours. {ODE’s guidance, *Fostering Student Learning, Well-Being, and Belonging* provides that districts have discretion related to field trips. The district could include language regarding field trips here.}

<sup>2</sup> ODE’s guidance, *Fostering Student Learning, Well-Being, and Belonging* provides “This includes personal electronic devices that can make calls, send texts, or access the internet via cellular data are restricted. This includes smartphones, web-enabled flip phones, cellular-capable tablets and e-readers, smartwatches, smart glasses, and connected headphones or earbuds. This does not include laptop computers or other devices required to support academic activities.”

<sup>3</sup>{Correction may include requiring a student to store their device in a classroom storage space instead of in the backpack.}

However, if the actions taken by a student violate another conduct policy, the student may be subject to discipline up to and including expulsion.<sup>6</sup> Steps may include:

1. First Instance of Noncompliance: the device will be temporarily confiscated and held and the front office until the end of the school day.
2. Second Instance of Noncompliance: the device will be temporarily confiscated and held and the front office until the end of the school day. Parents or guardians may be notified, and a meeting with school administration may be scheduled to discuss ways to support the student;
3. Third Instance of Noncompliance: the device will again be temporarily held, and parents or guardians will be informed. A meeting with school administration and family will be arranged to review the policy and plan for improved compliance;
4. Beyond Third Instance of Noncompliance: In noncompliance continues, schools will determine additional appropriate consequences, always prioritizing keeping students in class and engaged in learning.<sup>{7}</sup>

Necessary communications during the school day while on school grounds between students and parents or guardians can be made through the school office.

The superintendent or designee shall ensure this policy is posted on the district website and made available to district personnel, students, parents, guardians, partners who are in school buildings during the school day, and the Oregon Department of Education.

In accordance with ORS 336.840, students may be allowed to use personal electronic devices<sup>8</sup> that support academic activities and independent communications<sup>9</sup>, except as prohibited by this policy. In academic activities in which a personal electronic device is required as part of the curriculum, students may be allowed, but not required to use their own personal electronic devices for that portion of the curriculum. Students using their own device must be granted access to any applications or electronic materials that are available to students who do not use their own personal electronic devices. These applications must be free of charge if students who do not use their own devices have access free of charge.

Exemptions will be considered by the school administration. When considering exemptions the school administrators will review the following factors:

1. The student's medical provider's order for the care and treatment of a medical condition.

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<sup>4</sup> For example: a student could be disciplined with lost instructional time for using a personal electronic device to bully another student or for accessing inappropriate content. Discipline will be in accordance with Board policies.

<sup>5</sup>{From guidance from the Oregon Department of Education. Consider whether these procedures apply at all grade levels and whether this much detail is desired in policy.}

<sup>6</sup> The use of “personal electronic device” in this paragraph comes from ORS 336.840, which does not define the term. However, the definition in EO 25-09 wouldn’t necessarily apply. Consequently, items like laptop computers or other devices required to support academic activities would likely be considered personal electronic devices within this paragraph.

<sup>7</sup> “Independent communication means communication that does not require assistance or interpretation by an individual who is not part of the conversation, but that may require the use or assistance of an electronic device. ORS 336.840(1).

2. The student's individualized education program, as defined in ORS 343.035 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of I 973, 29 U.S.C. 794.
3. A written exemption provided for the student based on a process and guidelines adopted by the school district to allow school building administrators to accommodate the individual circumstances of a student or to further specific educational outcomes for a student.

Guidelines for exemption consideration:

1. Exemptions should only be approved for legitimate needs of students and their families, not mere convenience;
2. Exemptions should be consistently granted in a non-discriminatory manner;
3. Exemptions should be limited to address the specific need, with limitations communicated to the student regarding other possession and use;
4. Exemptions should only be approved when other communication methods and device availability (school phones, laptops, computers, available internet, etc.) are not adequate for the specific need;
5. Exemptions should be communicated to necessary staff in a way that protects student privacy;
6. Exemptions should minimize disruption to other students, staff and the educational environment.

Appeals can be filed with the superintendent.

The taking, disseminating, transferring or sharing of obscene, pornographic or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring or sharing obscene, pornographic or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)

[ORS 336.840](#)

Oregon Executive Order 25-09

**Paid Family Medical Leave Insurance**

The district participates in Paid Family and Medical Leave Insurance (PFMLI) and Paid Leave Oregon (PLO)<sup>1</sup>. This includes submitting employee and employer contributions to the Employment Department (“Department”) as required by state law.<sup>2</sup> The district does not administer PFMLI or PLO. All applications and related questions should be directed to the Department.

**Definitions**

1. “Family leave” means leave from work taken by a covered individual:
  - a. To care for and bond with a child during the first year after the child’s birth or during the first year after the placement of the child through foster care or adoption; or
  - b. To care for a family member with a serious health condition.
  
2. “Family leave” does not mean:
  - a. Leave described in Oregon Revised Statute (ORS) 659A.159 (1)(d) (non-serious health condition of child or school or child care provider closure due to public health emergency);
  - b. Leave described in ORS 659A.159 (1)(e) (death of a family member); or
  - c. Leave authorized under ORS 659A.093 (leave for spouses of members of the military upon deployment or call to active duty).
  
3. “Family member” means:
  - a. The spouse of a covered individual;
  - b. A child of a covered individual or the child’s spouse or domestic partner;
  - c. A parent of a covered individual or the parent’s spouse or domestic partner;
  - d. A sibling or stepsibling of a covered individual or the sibling’s or stepsibling’s spouse or domestic partner;
  - e. A grandparent of a covered individual or the grandparent’s spouse or domestic partner;
  - f. A grandchild of a covered individual or the grandchild’s spouse or domestic partner;
  - g. The domestic partner of a covered individual; or
  - h. Any individual related by blood or affinity whose close association with a covered individual is the equivalent of a family relationship.

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<sup>1</sup> Paid Leave Oregon is the program developed by the Oregon Department of Employment to administer Paid Family and Medical Leave Insurance.

<sup>2</sup> The overall contribution will be determined by the Department director, and is initially set at 1 percent (up to \$132,900). *{For districts with 25 or more employees:}* The employer contribution is 40 percent and the employee contribution is 60 percent of this amount. *{For districts with fewer than 25 employees:}* The employee contribution is 60 percent of this amount and the employer contribution is waived. The amount will be set annually by November 15. See ORS 657B.150. *{Districts may agree to pay the employee contribution, see any applicable employment agreements.}*

4. “Medical leave” means leave from work taken by a covered individual that is made necessary by the individual’s own serious health condition.
5. “Safe leave” means leave related to domestic violence, harassment, sexual assault, stalking and relocation for health and safety reasons as provided in ORS 659A.272.
6. “Serious health condition” means an illness, injury, impairment, or physical or mental condition of a claimant or their family member that:
  - a. Requires inpatient care in a medical care facility such as, but not limited to, a hospital, hospice, or residential facility such as, but not limited to, a nursing home or inpatient substance abuse treatment center;
  - b. In the medical judgment of the treating health care provider poses an imminent danger of death, or that is terminal in prognosis with a reasonable possibility of death in the near future;
  - c. Requires constant or continuing care, including home care administered by a health care professional;
  - d. Involves a period of incapacity. “Incapacity” is the inability to perform at least one essential job function, or to attend school or perform regular daily activities for more than three consecutive calendar days. A period of incapacity includes any subsequent required treatment or recovery period relating to the same condition. The incapacity must involve one of the following:
    - (1) Two or more treatments by a health care provider; or
    - (2) One treatment plus a regimen of continuing care.
  - e. Results in a period of incapacity or treatment for a chronic serious health condition that requires periodic visits for treatment by a health care provider, continues over an extended period of time, and may cause episodic rather than a continuing period of incapacity, such as, but not limited to, asthma, diabetes, or epilepsy;
  - f. Involves permanent or long-term incapacity due to a condition for which treatment may not be effective, such as, but not limited to, Alzheimer’s Disease, a severe stroke, or terminal stages of a disease. The employee or family member must be under the continuing care of a health care provider, but need not be receiving active treatment;
  - g. Involves multiple treatments for restorative surgery or for a condition such as, but not limited to, chemotherapy for cancer, physical therapy for arthritis, or dialysis for kidney disease that if not treated would likely result in incapacity of more than three calendar days;
  - h. Involves any period of disability due to pregnancy, childbirth, miscarriage or stillbirth, or period of absence for prenatal care; or
  - i. Involves any period of absence from work for the donation of a body part, organ, or tissue, including preoperative or diagnostic services, surgery, post-operative treatment, and recovery.

**Eligibility**

1. To be eligible for PLO benefits, an individual must:
  - a. Be an employee of the district<sup>3</sup>;

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<sup>3</sup> PFMLI is a state-wide benefit, and not unique to the district. An eligible individual does not need to be an employee of the district in order to be eligible for PFMLI, but this policy only applies to employees of the district.

- b. Earn at least \$1,000 in the base or alternate base year<sup>4</sup>;
- c. Contribute to the PLO in accordance with state law;
- d. Experience an event qualifying the employee for:
  - (1) Family leave;
  - (2) Medical leave; or
  - (3) Safe leave.
- e. Submit an application to Department;
- f. Have not exceeded maximum paid leave for the year; and
- g. Have no current disqualifications<sup>5</sup>.

## Leave

PLO can be used for family leave, medical leave or safe leave. Up to 12 weeks of paid leave can be taken per benefit year.<sup>6</sup> Leave can be taken in one-day increments and can be consecutive or nonconsecutive.

Any family leave or medical leave taken under PLO must be taken concurrently with any leave taken by an eligible employee under ORS 659A.150 - 659A.186 (OFLA) or under the federal Family and Medical Leave Act of 1993 (P.L. 103-3, FMLA) for the same purposes.

The district will maintain an employee's existing health benefits while the employee is using leave. The employee will be required to pay the employee's contribution to premiums.

END OF POLICY

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### Legal Reference(s):

[ORS 657B](#)

[OAR 471-070](#)

[HB 912 \(2023\)](#)

[SB 913 \(2023\)](#)

[HB 999 \(2023\)](#)

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<sup>4</sup> Pay could come from another Oregon employer.

<sup>5</sup> Disqualifications may include eligibility for Workers' Compensation or Unemployment or determination of a willful false statement or failure to report a material fact in order to obtain benefits. See OAR 471-070-1010(1)(h).

<sup>6</sup> In some pregnancy-related situations, employees may be able to take two additional weeks, for a total for 14 weeks.