

Pleasant Hill School District No. 1



November 17, 2025 Board Meeting

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Commitment, Excellence, Community

**PLEASANT HILL SCHOOL DISTRICT NO. 1
SCHOOL BOARD MEETING MINUTES**

Monday, October 20, 2025; 7:00 p.m.; Pleasant Hill Community Center

1. CALL TO ORDER

Board Chair Drew Gottfried called the October 20, 2025 board meeting to order at 7:00 p.m. with the Pledge of Allegiance. Board members present were Vice Chair Rusty Rexius, Stephen Hammond and Jennifer Woodland. Others present were Superintendent Jim Crist, Business Manager Sheri Longobardo, Special Education Director Whitney Connolly, Elementary School Principal Brenna Fairchild, Middle/High School Principal Chris Reiersgaard, Middle School Assistant Principal Caleb Salmond and Board Secretary Kimberly Silbernagel

Jennifer Woodland read the mission statement.

2. CHANGES OR ADDITIONS TO THE AGENDA

Addition of a high school leadership student presentation.

ASB Vice President, Caitlyn Olinger shared an update with the board. Homecoming week was the previous week. Activities included dress up days, pep assembly, float parade and homecoming court during halftime of the football game and the homecoming dance, which 270 students attended. Planning has now shifted to planning the winter formal. Goals for the leadership class this year include looking at retention of athletes continuing on with their sports after middle school and making a space for students that have a free period during the school day to encourage them to stay on campus.

3. PUBLIC FORUM

- Kay Lynn Thomas addressed the board concerning Oregon Department of Education trends.
- Deanna Helvie addressed the board regarding staff member conduct.
- Dustin Helvie addressed the board regarding staff member conduct.

4. ACTION ITEMS

4.1 Approve October 6, 2025 Board Meeting Minutes (Exhibit 2526.53)

Rusty Rexius moved to approve 4.1 October 6, 2025 Board Meeting Minutes. Jennifer Woodland second the motion. The motion passed 4-0.

Gottfried – Yes Woodland – Yes Rexius – Yes Hammond – Yes

4.2 Accept 1st Quarter Enrollment Report (Exhibit 2526.54)

Jennifer Woodland moved to approve 4.2 1st Quarter Enrollment Report. Stephen Hammond seconded the motion. The motion passed 4-0.

Gottfried – Yes Woodland – Yes Rexius – Yes Hammond – Yes

4.3 Approve First Read Policy JOA – Directory Information**, Required (Resolution 2526.55)
Superintendent Crist reviewed the policy changes. The changes were discussed at the October 6, 2025 board meeting.

Stephen Hammond moved to approve 4.3 First Read Policy JOA. Jennifer Woodland seconded the motion. The motion passed 4-0.

Gottfried – Yes Woodland – Yes Rexius – Yes Hammond – Yes

4.4 Approve First Read Policy LBEA – Denial for Virtual Public Charter School Student Enrollment**, Conditionally Required (Resolution 2526.56)
Superintendent Crist reviewed the policy changes. The changes were discussed at the October 6, 2025 board meeting.

Jennifer Woodland moved to approve 4.4 First Read Policy LBEA. Rusty Rexius seconded the motion. The motion passed 4-0.

Gottfried – Yes Woodland – Yes Rexius – Yes Hammond – Yes

4.5 Approve First Read Policy DBEA – Budget Committee, Version 2 (Resolution 2526.57)
Superintendent Crist reviewed the policy changes. The changes were discussed at the October 6, 2025 board meeting.

Stephen Hammond moved to approve 4.5 First Read Policy DBEA. Jennifer Woodland seconded the motion. The motion passed 4-0.

Gottfried – Yes Woodland – Yes Rexius – Yes Hammond – Yes

4.6 Approve First Read Policy IKF – Graduation Requirements** (Resolution 2526.58)
Superintendent Crist reviewed the policy changes. The changes were discussed at the October 6, 2025 board meeting.

Rusty Rexius moved to approve 4.6 First Read Policy IKF. Stephen Hammond seconded the motion. The motion passed 4-0.

Gottfried – Yes Woodland – Yes Rexius – Yes Hammond – Yes

4.7 Accept Lane ESD Transit Dollar Request FY 2026-27 (Exhibit 2526.59)
Superintendent Crist reviewed the Lane ESD Transit Dollar Request.

Stephen Hammond moved to approve 4.7 Lane ESD Transit Dollar Request FY 2026-27. Jennifer Woodland seconded the motion. The motion passed 4-0.

Gottfried – Yes Woodland – Yes Rexius – Yes Hammond – Yes

5. REPORTS AND INFORMATION

5.1 Elementary School Report (Exhibit 2526.60)

Principal Brenna Fairchild shared her report with the board. The average daily attendance year to date is 95.66%. Ms. Fairchild shared about the STAR Testing Data and that Lalilo and Freckle are rolling out in classrooms. Professional development sessions with Renaissance are planned to learn about the reports that are available and how to share data with families. The PTO hosted the jogathon on September 26. \$40,819 were raised far surpassing the goal of \$32,000.

5.2 Middle School Report (Exhibit 2526.61)

Assistant Principal Caleb Salmond presented his report to the board. The average daily attendance for October was 93.94%. The Mirrors & Windows adopted curriculum is being implemented by the English Language Arts teachers. Sixth grade teacher, Deedra Huff will serve as a Studio Teacher in partnership with Lane ESD, Lane STEM and the Teachers Development Group. This is funded through Lane STEM. Mr. Salmond gave an update on the number of students with failing grades for each grade level. There are 77 middle school students participating in fall sports. Student led conferences will be taking place at the end of the month.

5.3 High School Report (Exhibit 2526.62)

Principal Chris Reiersgaard provided his report to the board. The average daily attendance for October was 94.07%. All 9th and 10th grade students have taken the STAR assessment. This is the first time the high school has used a 3rd party testing program. The middle and high school are revamping the student of the month award to align with the Learner Profile the district implemented last year. Mr. Reiersgaard gave an update on the number of students with failing grades and off-track students per grade level. Mr. Reiersgaard shared how many students are participating in fall sports. A few of the sports teams are in the pursuit for a playoff spot.

5.4 1st Quarter Financial Report (Exhibit 2526.63)

Business Manager Sheri Longobardo reviewed the financial report for 1st Quarter, ending September 30, 2025. The quarterly reports included a general fund summary, cash and investment report and the reserve and special revenue funds. The 2024-25 financial audit will take place November 17 and 18.

5.5 Superintendent

5.501 Accountability Changes and OSAS Reporting (Exhibit 2526.64)

Superintendent Crist shared information about the updates the Oregon Department of Education (ODE) has implemented to the state accountability system for 2024-25. This included the key changes and the impact for districts and schools. Mr. Crist also reviewed the district's three-year academic trend data from ODE reports, disaggregated by school. The elementary had gains in literacy, math and science, particularly in grades 4 and 5. There is concern for volatility and low proficiency in English Language Arts (ELA) and math at both the middle and high school levels.

There were gains in science in grades 5 and 8 but grade 11 stayed flat. Oregon Statewide Assessment System (OSAS) data should become available in November.

~~5.502 OSAS Reporting (Exhibit 2526.64)~~

6. SUPERINTENDENT AND BOARD DISCUSSION/COMMUNICATION

6.1 Board Event Calendar

- The middle/high school library naming ceremony will be held Friday, November 7 at 5:30 p.m.
- Stephen Hammond shared about attending the OSBA Fall Roadshow.

7. OTHER BUSINESS

There was no other business.

8. NEXT MEETING

- Board Meeting – November 17, 2025; 7:00 p.m.; Pleasant Hill Community Center

9. ADJOURNMENT – 7:59 p.m.

Signed: _____, this _____ day of _____ 2025
Drew Gottfried, Board Chair

Pleasant Hill School District Student Enrollment - Comparison 2024-25 to 2025-26



September		October		November		December		January	
25-26	24-25	25-26	24-25	25-26	24-25	25-26	24-25	25-26	24-25
955	961	958	948	0	944	0	942	0	935

KG	61	58	62	57		59		58		58
1	61	59	62	60		60		60		60
2	69	70	70	70		70		69		69
3	72	77	72	77		77		77		75
4	77	72	77	72		72		72		72
5	71	82	72	83		83		83		83
6	86	84	86	82		80		80		80
7	80	77	81	76		75		75		74
8	77	71	76	72		73		73		72
9	85	75	85	72		71		71		71
10	79	81	78	76		75		75		74
11	69	78	69	75		75		75		73
12	68	77	68	76		74		74		74

February		March		April		May		June	
25-26	24-25	25-26	24-25	25-26	24-25	25-26	24-25	25-26	24-25
0	938	0	931	0	937	0	933	0	931

KG		58		58		58		59		59
1		60		60		60		60		60
2		69		68		68		68		68
3		76		76		76		75		75
4		72		72		72		72		72
5		83		84		83		83		83
6		79		78		78		77		77
7		75		73		74		74		74
8		71		70		71		69		69
9		72		71		74		73		73
10		74		73		73		73		71
11		75		74		76		76		76
12		74		74		74		74		74

Date: November 17, 2025

**Pleasant Hill School District 2025-26
Financial Report as of October 31, 2025**

Revenues:

- We have received \$3,722,998 of our anticipated \$9,247,469 in State School Fund (SSF) payments.
- We have received \$176,688 in interest from investments.
- We have received \$44,352 in curricular activity such as athletic fees and gate fees.

Expenditures:

- Salary expenditures through October are \$1,325,924.
- Benefits are \$762,580.
- The purchased services, supplies and capital outlay and other expenditures are \$428,133.
- \$2,330,000 of Budgeted Transfers have been made from the General Fund to Reserves.

Submitted by: Sheri Longobardo, Business Manager

PLEASANT HILL SCHOOL DISTRICT #1
2025-26 GENERAL FUND REVENUES AND EXPENDITURES - MONTHLY ACTIVITY
October 1, 2025

	BUDGET	7/25	8/25	9/25	10/25	11/25	12/25	1/26	2/26	3/26	4/26	5/26	6/26	YTD TOTAL	BALANCE OVER / (UNDER) BUDGET
Resources															
Beginning Fund Balance	\$8,560,951													\$8,341,019	(\$219,932)
Current Year's Taxes	\$3,856,873	\$0	\$0	\$3,319	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,319	(3,853,554)
Prior Year's Taxes	30,000	\$0	\$0	\$2,243	\$6,283	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,526	(21,474)
Payment in Lieu Prop Tax	5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(5,000)
Penalties & Int on Taxes	20,000	\$0	\$0	\$888	\$571	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,459	(18,541)
Transportation Fees	5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(5,000)
Interest on Investments	450,500	\$45,555	\$45,626	\$42,748	\$42,759	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$176,688	(273,812)
Other Curricular Activity	100,000	\$450	\$17,067	\$17,827	\$9,008	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44,352	(55,648)
Rentals	6,000	\$2,810	\$530	\$1,075	\$160	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,575	(1,425)
Miscellaneous	50,000	\$7,526	\$58,123	\$6,620	\$1,860	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74,128	24,128
Fingerprint Rev	1,500	\$0	\$210	\$140	\$140	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$490	(1,010)
County / Intermediate	35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(35,000)
Lane ESD Stipends	105,000	\$0	\$546	\$212	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$758	(104,242)
State School Fund	9,247,469	\$1,489,047	\$744,077	\$744,077	\$745,797	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,722,998	(5,524,471)
Common School Fund	150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(150,000)
Small School Grant	56,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(56,000)
High Cost Disability Grant	70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(70,000)
Interfund Transfers	1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(1,000)
Total Revenues	\$14,189,342	\$1,545,388	\$866,179	\$819,149	\$806,578	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	4,037,294	(\$10,152,048)
Total Resources	\$22,750,293													\$12,378,313	(\$10,371,980)
Expenditures															
Salaries	\$6,735,593	\$78,922	\$146,387	\$519,257	\$581,357	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,325,924	(\$5,409,669)
Associated Payroll Costs	4,226,279	\$46,647	\$81,125	\$301,116	\$333,693	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	762,580	(\$3,463,699)
Purchased Services	2,817,062	\$59,949	\$52,956	\$74,250	\$153,039	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	340,194	(\$2,476,868)
Supplies and Materials	548,873	\$15,385	\$23,021	\$12,899	\$36,249	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	87,555	(\$461,318)
Cap Outlay	14,000	\$0	\$384	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$384	(\$13,616)
Other Objects	237,925	\$19,320	\$162,679	\$4,615	\$5,649	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	192,264	(\$45,661)
Transfers	2,595,000	\$0	\$2,330,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,330,000	(\$265,000)
Contingency/Beg Fund Bal	5,575,561	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	(\$5,575,561)
Total Expenditures	\$22,750,293	\$220,224	\$2,796,553	\$912,138	\$1,109,987	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,038,901	(\$17,711,392)
Ending Fund Balance														\$7,339,412	\$7,339,412

Date: November 17, 2025

Resolution: 2526.68

Appointment of Budget Committee Member

Relevant Data:

Oregon State budget law (ORS 294.414) requires that every school district in Oregon establish a budget committee, which is a vehicle that enables the public to participate in the budgeting process. The budget committee consists of the five (5) elected School Board members and an additional five (5) appointed community volunteers, with four (4) selected at large and one (1) selected from the District Equity Committee. The five appointed community volunteers each serve three (3) year terms. Pleasant Hill School District currently has one (1) budget committee position open. In an effort to solicit interested community members, the Superintendent's office advertised the vacancies and made applications available to the public. Following the advertisement, one (1) individual expressed interest and submitted their application. The recommendation for appointment follows.

Recommendation:

It is recommended that the Board of Directors appoint Rich Driessnack to the open Budget Committee position for a three-year term beginning July 1, 2025 and expiring June 30, 2028:

Submitted By:

Sheri Longobardo
Business Manager

Recommended By:

Jim Crist
Superintendent

Date: November 17, 2025

Resolution: 2526.69

**Board Policy Adoption
Policy JOA - Directory Information**

Background:

The State Board of Education recently made changes to the rules regarding directory information and student permanent records (OAR 581-021-0220). This update reflects these changes. This is a Required Board Policy.

At the October 6, 2025 Board Regular Meeting, the Board reviewed Board Policy JOA - Directory Information. Those changes are reflected in the attached exhibit.

At the October 20, 2025 Board Regular Meeting, the Board heard public comment and approved Policy JOA - Directory Information First Read in preparation for adoption.

Recommendation:

It is recommended that the Board of Directors adopt Policy JOA - Directory Information.

Submitted by:

Jim Crist, Superintendent

Pleasant Hill School District 1

Code: JOA
Adopted: 1/10/00
Revised/Readopted: 3/12/07; 11/20/17

Directory Information**

“Directory information” means those items of personally identifiable information contained in a student education record which is not generally considered harmful or an invasion of privacy if released. Directory information may be released through appropriate procedures and includes:

1. Student’s name;
2. Student’s photograph;
3. Major field of study;
4. Participation in officially recognized activities and sports;
5. Weight and height of members of athletic teams;
6. Dates of attendance; and
7. Degrees and awards received.

Public Notice

The district will give annual public notice to parents of students in attendance and students 18 years of age or emancipated. The notice shall identify the types of information considered to be directory information, the district’s option to release such information and the requirement that the district must, by law upon request, release secondary students’ names, addresses and telephone numbers to military recruiters and/or institutions of higher education, unless parents or eligible students request the district withhold this information. Such notice will be given prior to release of directory information.

Exclusions

Exclusions from any or all directory categories named as directory information or release of information to military recruiters and/or institutions of higher education must be submitted in writing to the principal by the parent, student 18 years of age or emancipated student within 15 days of annual public notice. A parent or student 18 years of age or an emancipated student may not opt out of directory information to prevent the district from disclosing or requiring a student to disclose their names, identifier, institutional email address in a class in which the student is enrolled or from requiring a student to disclose a student ID card or badge that exhibits information that has been properly designated directory information by the district in this policy.

Directory information shall be released only with administrative direction.

Directory information considered by the district to be detrimental will not be released.

Information will not be given over the telephone except in health and safety emergencies.

At no point will a student's Social Security Number or student identification number be considered directory information. The district shall not, in accordance with state law, disclose personal information for the purpose of enforcement of federal immigration laws.

END OF POLICY

Legal Reference(s):

[ORS 30.864](#)
[ORS 107.154](#)
[ORS 180.805](#)

[ORS 326.565](#)
[ORS 326.575](#)
[ORS 336.187](#)

[OAR 581-021-0220 - 021-0430](#)
[OAR 581-022-2060](#)

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2024).

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2024); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2025).

Every Student Succeeds Act, 20 U.S.C. § 7908 (2024).

Date: November 17, 2025

Resolution: 2526.70

Board Policy Adoption
Policy LBEA - Denial for Virtual Public Charter School Student Enrollment

Background:

The State Board of Education adopted changes to OAR 581-026-0305 and -0310 on the process for parents to provide notice about enrolling their student in a virtual public charter school and a district's response. The changes are reflected in policy LBEA. This is a Conditionally Required Policy.

At the October 6, 2025 Board Regular Meeting, the Board reviewed Board Policy LBEA - Denial for Virtual Public Charter School Student Enrollment. Those changes are reflected in the attached exhibit.

At the October 20, 2025 Board Regular Meeting, the Board heard public comment and approved Policy LBEA - Denial for Virtual Public Charter School Student Enrollment First Read in preparation for adoption.

Recommendation:

It is recommended that the Board of Directors adopt Policy LBEA - Denial for Virtual Public Charter School Student Enrollment.

Submitted by:

Jim Crist, Superintendent

Pleasant Hill School District 1

Code: LBEA
Adopted:

Denial for Virtual Public Charter School Student Enrollment**

The district is not required to approve a transfer of a resident student, when more than three percent of the students residing in the district are attending a virtual public charter school not sponsored by the district. The district will semiannually, by October 1 and April 1, calculate the percentage of students residing in the district, who are attending a virtual public charter school not sponsored by the district. When the calculated percentage is more than three percent, the district will not approve a student's enrollment to such a virtual public charter school.

A parent¹ must give notice to the district in which the parent resides of their intent to enroll their student in a virtual public charter school. If the calculated percentage is three percent or less, or the district sponsors the desired virtual public charter school, the district will issue a notice of approval or choose not to respond.

If the calculated percentage is more than three percent and the desired virtual public charter school is not sponsored by the district, the district will issue a denial notice² within 10 calendar days of receiving notice from a parent and must include:

1. The notice the student is denied for enrollment to the virtual public charter school;
2. The percentage of students in the district that attend virtual public charter schools that are not sponsored by the district, based on the most recent calculation at the time the intent to enroll was received by the district;
3. A list of two or more other online options available to the student; and
4. A copy of OAR 581-026-0305 and OAR 581-026-0310.

When calculating the percentage, the district is only required to use data that is reasonably available to the district, including but not limited to the following for such calculation:

1. The number of students residing in the district enrolled in the schools within the district;
2. The number of students residing in the district enrolled in virtual and non-virtual public charter schools located in the district;
3. The number of students residing in the district enrolled in virtual public charter schools not sponsored by the district;

¹ "Parent" means parent, legal guardian or person in parental relationship as defined in ORS 339.133.

² If a parent does not receive a notice of approval or disapproval from the district within 10 days of sending the notice of intent to enroll to the district, the student shall be deemed approved for enrollment by the district. (OAR 581-026-0305 (4))

4. The number of home-schooled students residing in the district and who have registered with an educational service district; and
5. The number of students residing in the district enrolled in private schools located within the district.

A parent may appeal the district's denial for student enrollment to a virtual public charter school to the State Board of Education under OAR 581-026-0310.

If the student was enrolled in a virtual public charter school while living in another district and has maintained continuous enrollment in such school since moving into, and residing in this district, approval is not required.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 338.125](#)

[OAR 581-026-0305](#)
[OAR 581-026-0310](#)

Date: November 17, 2025

Resolution: 2526.71

**Board Policy Adoption
Policy DBEA - Budget Committee**

Background:

The State Board of Education adopted OAR 581-022-2307 (Educational Equity Committee) that requires the District's Budget Committee to include a member of the educational equity advisory committee once a vacancy comes available. This change is reflected in policy DBEA - Budget Committee.

At the October 6, 2025 Board Regular Meeting, the Board reviewed Board Policy DBEA - Budget Committee. Those changes are reflected in the attached exhibit.

At the October 20, 2025 Board Regular Meeting, the Board heard public comment and approved Policy DBEA - Budget Committee First Read in preparation for adoption.

Recommendation:

It is recommended that the Board of Directors adopt Policy DBEA - Budget Committee.

Submitted by:

Jim Crist, Superintendent

Pleasant Hill School District 1

Code: DBEA
Adopted: 1/10/00

Budget Committee

Organization, Membership and Terms of Office

The district budget committee will consist of the five members of the Board and five electors appointed by the Board as required by law. The term of the appointed members of a budget committee in a district that prepares an annual budget, will each be three years, with appointments made so that, as nearly as practicable, the terms of one-third of the members end each year. At least one member of the budget committee must be a member of the district's educational equity advisory committee. The Board will establish appropriate timelines and procedures for the appointment of budget committee members.

A majority of the constituted committee is required for passing an action item. Majority for a 10-member budget committee is 6. Therefore, if only 6 members are present, a unanimous vote is needed for passing an action item.

Presiding Officer and Orientation of Budget Committee

1. Organization: The budget committee will hold its first regular organizational meeting on a day set by the Board. A presiding officer shall be elected from among its members at this meeting. Such meeting may be prior to or on the date the budget message and document are presented.
2. Background Information: Budget committee members will be provided with data for the ensuing year(s), such as the Board's educational plan, and other pertinent material bearing on the preparation of the district budget.

Meetings of the Budget Committee

The district's budget committee shall hold one or more meetings to receive the budget message, the budget document and to provide members of the public with an opportunity to ask questions about and comment on the budget document. The budget officer shall announce the time and place for all meetings, as provided by law. All meetings of the budget committee are open to the public.

Function of the Budget Committee

It is the function of the budget committee to approve budget estimates for an educational plan previously determined by the Board. No new program should be considered for the budget estimate that has not previously been submitted to the Board and approved as a part of the educational plan. The budget committee will determine levels of spending, but will not determine programs.

Final Action

The budget committee will approve an estimated district budget document for submission to the Board.

END OF POLICY

Legal Reference(s):

[ORS 174.130](#)
[ORS 192.610 - 192.695](#)
[ORS 294.305 - 294.565](#)

[ORS 328.542](#)
[ORS 329.711](#)
[ORS 433.835 - 433.875](#)

[OAR 581-022-2307](#)

Date: November 17, 2025

Resolution: 2526.72

**Board Policy Adoption
Policy IKF - Graduation Requirements**

Background:

The Oregon Legislature passed HB 4137 (2024) which grants credit towards graduation to students who complete International Baccalaureate programs. The update also adds extended diploma information back to the notification requirements.

At the October 6, 2025 Board Regular Meeting, the Board reviewed Board Policy IKF - Graduation Requirements. Those changes are reflected in the attached exhibit.

At the October 20, 2025 Board Regular Meeting, the Board heard public comment and approved Policy IKF - Graduation Requirements First Read in preparation for adoption.

Recommendation:

It is recommended that the Board of Directors adopt Policy IKF - Graduation Requirements.

Submitted by:

Jim Crist, Superintendent

Pleasant Hill School District 1

Code: IKF
Adopted: 7/87
Revised/Readopted: 1/10/00; 11/19/07; 6/09/08;
11/09/09; 4/12/10; 3/12/12;
2/22/16; 6/20/16; 11/20/17;
3/12/18; 9/10/18; 4/22/19; 9/23/19

Graduation Requirements**

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

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

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

1. In foster care¹;
2. Experiencing houselessness²;
3. A runaway;
4. A child in a military family covered by the Interstate Compact on Educational Opportunity for Military Children;
5. A child of a migrant worker;
6. Enrolled in the Youth Corrections Education Program or the Juvenile Detention Education Program;
or
7. ³Enrolled in an approved recovery school under ORS 336.680.

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

¹ "Foster child" is defined in ORS 30.297.

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

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

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

Diploma

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

1. Three credits in mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits in language arts⁶ (shall include the equivalent of one unit in written composition);
3. Three credits in science;
4. Three credits in social sciences (shall include 0.5 unit of US civics⁷ credit in addition to at least 2.5 units of credit aligned to the Oregon State Board adopted standards for US and world history, geography, economics and ⁸financial literacy);
5. ⁹One-half credit of higher education and career path skills;
6. ¹⁰One-half credit of personal financial education;
7. One credit in health education;
8. One credit in physical education; and
9. Three credits in career and technical education, the arts or world languages¹¹ (units shall be earned in any one or a combination).

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

Modified Diploma

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

⁶ "Language arts" includes reading, writing and other communications in any language, including English.

⁷ Civics becomes a half-credit requirement beginning on January 1, 2026 (ORS 329.451).

⁸ This requirement is replaced with a one-half credit of personal financial education requirement for students who were first enrolled in grade 9 during the 2023-2024 school year or first enrolled in grade 9 in any subsequent school year.

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

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

¹¹ "World languages" includes sign language, heritage languages and languages other than a student's primary language.

to a student who meets the eligibility criteria below and other criteria, if applicable, outlined in OAR 581-022-2010 (3):

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

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

1. Three credits in language arts;
2. Two credits in mathematics;
3. Two credits in science;
4. Two credits in social sciences (which may include history, civics, geography and economics (including personal finance));
5. ¹⁴One-half credit in personal financial education;
6. ¹⁵One-half credit in higher education and career path skills;
7. One credit in health education;
8. One credit in physical education; and
9. One credit in career technical education, the arts or world languages (units may be earned in any one or a combination).

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

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

1. ¹⁶Demonstrate proficiency in the Essential Skills of reading, writing and apply mathematics in a variety of settings;
2. Develop an education plan and build an education profile; and
3. Demonstrate extended application of standards through a collection of evidence (or include evidence in existing collection(s)).

¹⁴ This unit of credit applies to all students who are awarded a modified diploma on or after January 1, 2027.

¹⁵ This unit of credit applies to all students who are awarded a modified diploma on or after January 1, 2027.

¹⁶ The State Board of Education has waived this requirement in Essential Skills for students graduating through the 2027-2028 school year.

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

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

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

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

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

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

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

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

¹⁷**Essential Skills**

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

¹⁷ OAR 581-022-2120(2) requires districts to have "policy whether to allow ELL students to demonstrate proficiency in all required Essential Skills in the students' language of origin." OAR 581-022-2120(4) waives this requirement through the 2027-28 school year. ¹⁹ A student who began grade 9 before July 1, 2020, may be awarded an alternative certificate if the student satisfies the requirements for an alternative certificate which are in effect on the day before July 1, 2024.

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

Essential Skills Appeal

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

Extended Diploma

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

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

1. While in grade nine through completion of high school, complete 12 credits, which may not include more than 6 credits in a self-contained special education classroom, and will include:
 - a. Two credits in mathematics;
 - b. Two credits in language arts;
 - c. Two credits in science;
 - d. Three credits in history, geography, economics or civics;
 - e. One credit in health;
 - f. One credit in physical education; and
 - g. One credit in the arts or a world language; and
2. Have a documented history of:
 - a. An inability to maintain grade level achievement due to significant learning and instructional barriers;
 - b. A medical condition that creates a barrier to achievement; or
 - c. A change in the student’s ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade eight.

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

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

Certificate of Attendance

A certificate of attendance¹⁹ will be awarded to students who:

1. Have maintained regular full-time attendance²⁰ for at least four years beginning in grade nine;
2. Do not satisfy requirements for a high school diploma, modified diploma or extended diploma; and
3. Have a documented history²¹.

For students with a documented history²², the district shall annually provide the parents or guardians of such students, beginning in grade five or after such a documented history has been established, the following:

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

Other District Responsibilities

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

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

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

¹⁹ A student who began grade 9 before July 1, 2020, may be awarded an alternative certificate if the student satisfies the requirements for an alternative certificate which are in effect on the day before July 1, 2024.

²⁰ "Regular full-time attendance" means not having eight or more unexcused absences in any four-week period during which school is in session. See ORS 339.065 for definition of irregular attendance. This will be calculated on an annual basis and equates to having unexcused absences for less than 20 percent of the days or class periods during which school is in session.

²¹ "Documented history" means evidence in the cumulative record and education plans of a student that demonstrates the inability over time to maintain grade level achievement even with appropriate modifications and accommodations.

²² "Documented history" means evidence in the cumulative record and education plans of a student that demonstrates the inability over time to maintain grade level achievement even with appropriate modifications and accommodations.

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma or a certificate of attendance in the later of 4 years after starting grade 9, or until the student reaches the age of 21 years if the student is entitled to a public education until the age of 21 under state or federal law.

A student may complete the requirements for a modified diploma, an extended diploma or a certificate of attendance in less than four years but not less than three years. To satisfy the requirements for a modified diploma, an extended diploma or a certificate of attendance in less than 4 years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the district superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

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

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

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

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

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

The district may not deny a diploma to a student who has opted out of statewide assessments if the student is able to satisfy all other requirements for the diploma. Students may opt-out of the Oregon statewide assessments in language arts and/or mathematics by completing the Oregon Department of Education's Opt-out Form²³ and submitting the form to the district.

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

²³ Oregon Department of Education page for: [30-day notice and opt-out form](#)

district at the time of death or was an Oregon resident at the time of death and attended a high school of the district.

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

END OF POLICY

Legal Reference(s):

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

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

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

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

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

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

Pleasant Hill School District #1 Monthly Principal's Report

Date: November 17th, 2025

PHHS___ PHES__X_ (Check one)

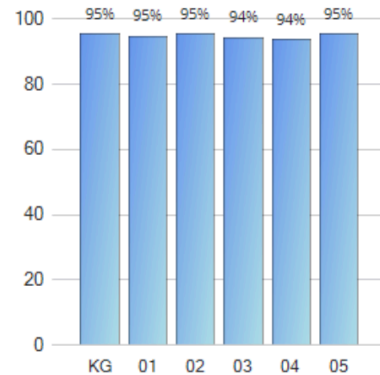
1. Attendance Data-

2025-2026 Average Daily Attendance Percent



Down .93% from last month

2025-2026 Attendance By Grade Level



2. We had wonderful attendance at our Parent Teacher Conferences. This is such an important opportunity for teachers to connect with families. We were able to share our new STAR Assessment data. This is a great tool for celebrating success and highlighting areas for growth.
3. We are chugging right along through the school year. It's hard to believe we are already one fourth of the way through. We have Data Team meetings for each grade level once a week on a six week rotation. We have implemented a new agenda for these meetings and this is helping drive our MTSS (Mutli-Systems of Support) conversations. We are using STAR data and having really thoughtful conversations about how we serve students in literacy, math & with behavior support.
4. November is Kindness Month. We are highlighting students who are showing kindness at recess by handing out special Kindness Bucks.
5. Our PTO has been hard at work getting the elementary playground a Gaga Ball Pit. This was installed this past weekend. We are super excited and very grateful for all the hard work they have put into making this happen.
6. We have some really wonderful upcoming events-

Tuesday, November 25th, Thanksgiving Lunch

Monday, December 1st, 1:40pm- 3rd-5th Grade Billie Spirit Assembly for Kindness

Tuesday, December 2nd, 1:40pm- Kinder-2nd Grade Billie Spirit Assembly for Kindness

Thursday, December 4th- Billie's Got Talent, Talent Shows 1:00pm & 6:30pm

Thursday, December 11th- 5th Grade Winter Concert- Elf! 6:30pm

Thursday, December 18th- Billie's Winter Shoppe

Pleasant Hill School District #1 Monthly Principal's Report

Date: November 17, 2025

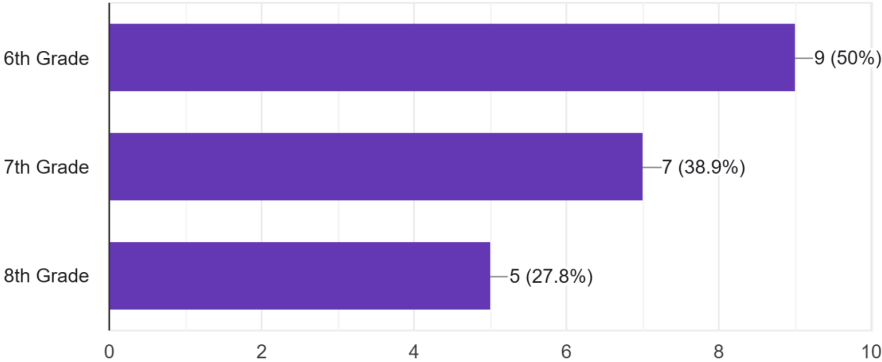
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Student-Led Conferences

One of the ways we are implementing our Learner Profile is through Student-Led Conferences. Students had the opportunity to practice key skills such as communicating clearly, thinking through evidence of their learning, and taking responsibility for their growth. We had a 71% total participation rate for Middle School Student-Led Conferences. This is up 26% from last year's participation. 6th grade had 80% participation, 7th grade 74% and 8th grade 59%.

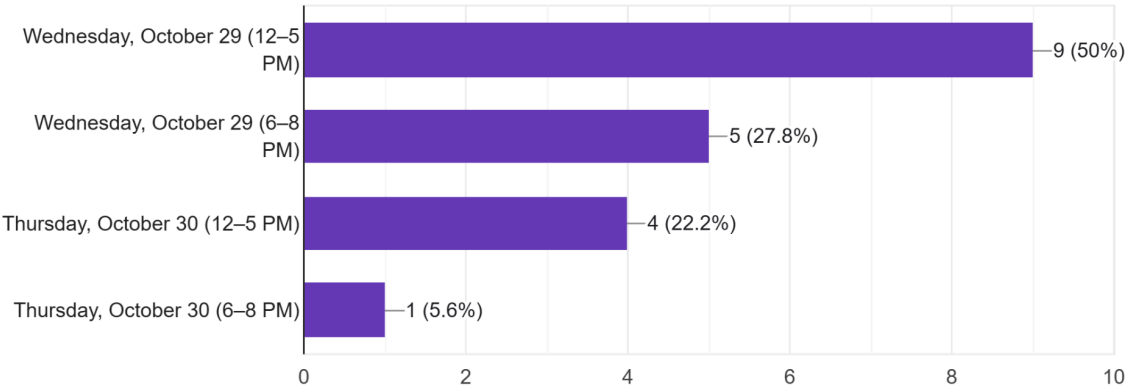
What grade is your child in?

18 responses



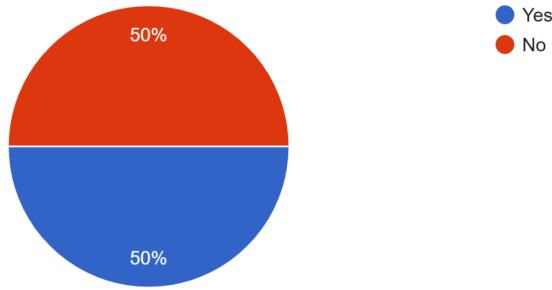
When did you attend Student-Led Conferences?

18 responses



Would you recommend continuing the Student-Led Conference format next year?

18 responses

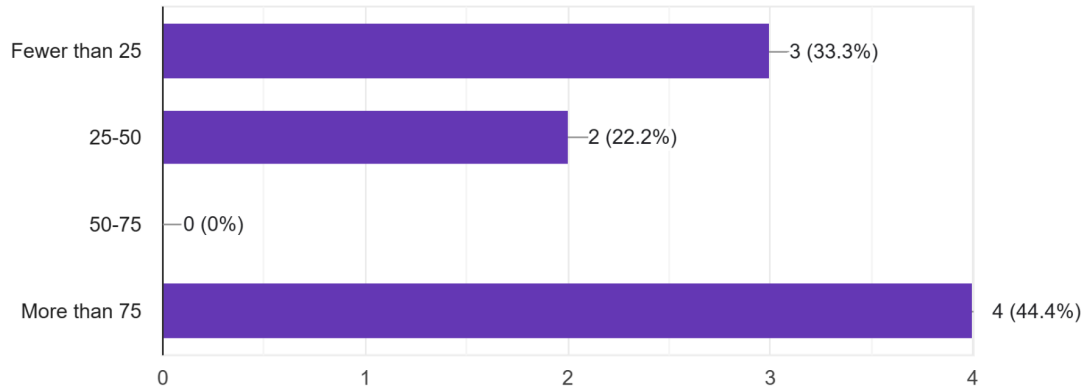


Parent feedback showed strong appreciation for student ownership but a clear need for more teacher interaction and privacy. Families valued hearing their child's reflections but wanted more direct input from teachers. Many noted that the open gym format limited private conversation and made teachers difficult to locate. Several suggested adding brief one-on-one teacher check-ins or a hybrid approach. Overall, parents supported the student-led model but recommended improving teacher access, privacy, and structured communication next year.

Teacher Survey for SLC's

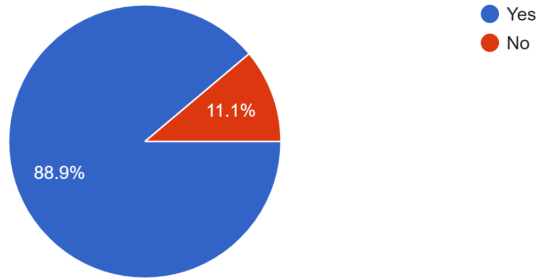
Approximately how many families did you connect with during the conferences?

9 responses



I would support continuing or expanding the Student-Led Conference model next year.

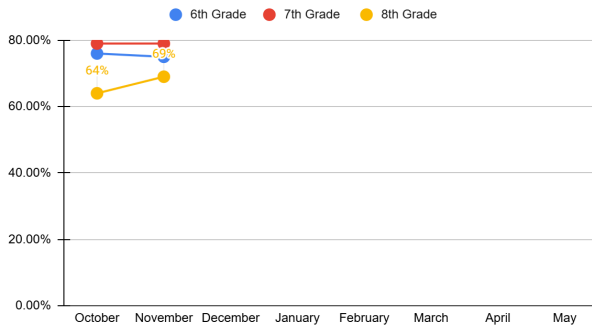
9 responses



Staff feedback showed that clear structure, guided practice, and shared preparation helped students feel confident leading conferences. Key challenges centered on communication. Families needed clearer guidance on format, timing, and teacher availability, and staff noted the need for better coordination between middle and high school schedules. Teachers recommended earlier planning, clearer timelines, more visible support, and improved organization. Overall, collaboration and student engagement were strong, and with clearer communication and planning, next year’s conferences should be even more effective.

Attendance

Regular Attenders By Grade Level



	6th Grade	7th Grade	8th Grade
October	76%	79%	64%
November	75%	79%	69%

Average Daily Attendance YTD



Pleasant Hill School District #1 Monthly Principal's Report

Date: November 17, 2025

PHHS__X__ PHMS____PHES__ (Check one)

Recap

Parent Teacher Conferences

Parent teacher conferences were held on October 29th and 30th. During the 2 days, 68 high school parents scheduled time to conference with their student's teachers.

Breakfast of Champions

This year we have modified the way we recognize students for their accomplishments and positive contributions to the community at Pleasant Hill Middle/High School. This past month, staff recognized 26 students and honored them at the 1st Annual Breakfast of Champions (BOC) celebration.

Students were selected by staff based on Learner Profile qualities demonstrated by each student. During breakfast, staff spoke about each student and the qualities they demonstrate while at school. The first BOC was a success and we are looking forward to this month's celebration as well.

Softball Field Turf Install

Thanks to the amazing fundraising of our Booster Club and the generous donations and work from our community, the turf projects are getting underway with our softball field upgrade. We are excited for our softball program to have a turf infield to play on, and hope to minimize the number of games cancelled due to weather and poor field conditions. We are equally excited for the same upgrade to our baseball field.

Fall Sports to Winter Sports

The fall sport season is officially over after the Billies football playoff loss to Cascade Christian last Friday. Now that that chapter is closed, winter sports started up today.

OSAA Academic All-Stater Honors

Pleasant Hill High School is proud to announce that three of our fall athletic programs have earned recognition in the OSAA Academic All-State standings for 3A schools. This achievement highlights the incredible commitment our student-athletes show both on the field and in the classroom.

- Our Girls Cross Country Team placed 7th in the state with an impressive 3.89 GPA

