SPRINGFIELD PUBLIC SCHOOLS
Every Student, Every Day

Public Comment

The Board welcomes virtual and in-person public comments during its meetings. It has set aside 25 minutes for public comments. Up to eight people will be invited to speak for up to three minutes each.

Four spots are reserved for virtual comments. Four spots are reserved for in-person comments. Any virtual comment spots that are not filled will become available for in-person comments.

Written Public Comment

The written public comment window closes at 2 p.m. on the day of the board meeting. Comments and materials are collected via email at public.comment@springfield.k12.or.us

Commenters are asked to clearly label the subject line as "Written Public Comment" and provide:

- Name (first and last name or last name initial)
- District residency
- Email address and/or phone number (optional) so that staff can follow up, if necessary.
- Agenda item or topic

Oral Public Comment – In-Person, or Virtual

The window to sign up to present oral public comments opens on Thursday at noon prior to the board meeting and closes at 2 p.m. on the day of the board meeting. Requests are collected via email at public.comment@springfield.k12.or.us

People requesting to speak are asked to provide:

- Name (first and last name or last name initial)
- District residency
- Email address and/or phone number, so staff can confirm details for speaking to the board
- Agenda item or topic
- Commenting "in-person" or "virtually"

Four spots are reserved for virtual comments. If more than four requests to comment are received, speakers will be selected as described below. Selected virtual commenters are notified by email on the afternoon of the meeting and provided with a Zoom link and instructions. Please see commenting guidelines below.

Four spots are reserved for in-person comments. Any virtual comment spots that are not filled will become available for in-person comments for a total of eight speakers.

Space permitting, the Board may allow additional in-person comments. Meeting attendees may fill out a speaker card before the meeting begins. Cards are available at the board room door. If more people submit requests to speak than there are spots available, the Board Chair will select the speakers.

Commenting Guidelines

Groups with a common purpose are encouraged to designate a spokesperson. If a group spokesperson will cover your comments, please indicate so when your name is called.

The Board will not hear comments regarding any school personnel. Please refrain from using names and titles of school personnel. Any complaints regarding a particular employee must be processed through the procedure set forth in Board policy KL, which requires complaints be submitted in writing to the Superintendent. This procedure must be followed before there is any Board involvement with such issues. A compliment involving a staff member should be sent to the superintendent, who will then forward it to the employee, their supervisor and the Board.

Speakers are reminded that their public comments will be limited to three minutes.

ESCUELAS PÚBLICAS DE SPRINGFIELD
Cada Estudiante Cuenta, Cada Día

Comentario Público

La Junta Directiva agradece los comentarios públicos virtuales y presenciales durante sus reuniones. Ha reservado 25 minutos para comentarios públicos. Se invitará a un máximo de ocho personas a hablar durante un máximo de tres minutos cada una.

Cuatro espacios están reservados para comentarios virtuales. Cuatro lugares están reservados para comentarios en persona. Los espacios de comentarios virtuales que no estén ocupados estarán disponibles para comentarios en persona.

Comentario público por escrito

La ventana de comentarios públicos por escrito cierra a las 2 p.m. el día de la reunión de la junta. Los comentarios y materiales se recopilan por correo electrónico en public.comment@springfield.k12.or.us

Se pide a los comentaristas que etiqueten claramente la línea de asunto como "Comentario público escrito" y proporcionen:

- Nombre (nombre y apellido o inicial del apellido)
- Residencia distrital
- Dirección de correo electrónico y/o número de teléfono (opcional) para que el personal pueda hacer un seguimiento, si es necesario.
- Punto o tema del orden del día

Comentarios Públicos Orales: En persona o Virtuales

La ventana para inscribirse para presentar comentarios públicos orales se abre el jueves al mediodía antes de la reunión de la junta y se cierra a las 2 p.m. el día de la reunión de la junta. Las solicitudes se recogen por correo electrónico en public.comment@springfield.k12.or.us.

A las personas que soliciten hablar se les pide que proporcionen:

- Nombre (nombre y apellido o inicial del apellido)
- Residencia distrital
- Dirección de correo electrónico y/o número de teléfono, para que el personal pueda confirmar los detalles para hablar con la junta
- Punto o tema del orden del día
- Comentar "en persona" o "virtualmente"

Cuatro espacios están reservados para comentarios virtuales. Si se reciben más de cuatro solicitudes para formular observaciones, se seleccionarán los oradores como se describe a continuación. Los comentaristas virtuales seleccionados son notificados por correo electrónico la tarde de la reunión y se les proporciona un enlace de Zoom e instrucciones. Consulte las pautas de comentarios a continuación.

Cuatro lugares están reservados para comentarios en persona. Los espacios de comentarios virtuales que no estén ocupados estarán disponibles para comentarios en persona para un total de ocho oradores.

Si el espacio lo permite, la Junta Directiva puede permitir comentarios adicionales en persona. Los asistentes a la reunión pueden completar una tarjeta de orador antes de que comience la reunión. Las tarjetas están disponibles en la puerta de la sala de juntas. Si más personas presentan solicitudes para hablar que lugares disponibles, el Presidente de la Junta seleccionará a los oradores.

Pautas para Comentar

Se anima a los grupos con un propósito común a designar un portavoz. Si un portavoz del grupo va a cubrir sus comentarios, indíquelo cuando se le llame por su nombre.

La Junta no escuchará comentarios sobre el personal de la escuela. Por favor, absténgase de usar nombres y títulos del personal de la escuela. Cualquier queja relacionada con un empleado en particular debe procesarse a través del procedimiento establecido en la política KL de la Junta, que requiere que las quejas se presenten por escrito al Superintendente. Este procedimiento debe seguirse antes de que la Junta Directiva se involucre en tales asuntos. Se debe enviar un cumplido que involucre a un miembro del personal al superintendente, quien luego lo enviará al empleado, a su supervisor y a la Junta.

Se recuerda a los oradores que sus comentarios públicos se limitarán a tres minutos.

SPRINGFIELD PUBLIC SCHOOLS
Every Student, Every Day

BOARD OF EDUCATION
June 9, 2025
Administration Building, Board Room
640 A Street, Springfield, OR 97477

En español

6:00 PM Executive Session

The Board will move into Executive Session (non-public) pursuant to ORS 192.660(2)(b) (Complaints) and ORS 192.660(2)(f) (to review confidential information).

6:45 PM Budget Hearing

7:00 PM Board Meeting Immediately Following Budget Hearing

Streaming Meeting URL: http://www.vimeo.com/SpringfieldPS

AGENDA **TAB**

1. Call Meeting to Order — Board Chair Nicole De Graff
- **A.** Pledge of Allegiance — Chair De Graff
- **B.** Land Acknowledgement — Heather Quaas-Annsa

2. Approval of the Agenda — Chair De Graff

3. Presentations
- **A.** Springfield Education Foundation — Christina San Filippo

4. Public Comments (Three (3) minutes each; maximum time 25 minutes. Speakers may not yield their time to other speakers.)

5. Action Items
- **A.** Approve Consent Agenda
  1. April 28, 2025 Special Meeting Minutes
  2. May 12, 2025 Board Meeting Minutes
  3. Financial Statement, Resolution #24-25.056 — Brett Yancey
  4. Personnel Report, Resolution #24-25.057 — Dustin Reese
  5. 2025-2026 Nutrition Services Dairy, Resolution #24-25.058 — Brett Yancey
  6. 2025-2026 Nutrition Services Bakery, Resolution #24-25.059 — Brett Yancey
  7. 2025-2026 Nutrition Services Supplies, Resolution #24-25.060 — Brett Yancey
  8. 2025-2026 Nutrition Services Produce, Resolution #24-25.061 — Brett Yancey
  9. Transportation Supplemental Plan, Resolution #24-25.062 — Brett Yancey
  10. 2024-2025 Budget Appropriation Transfer, Resolution #24-25.063 — Brett Yancey
  11. OSAA Cooperative Sponsorship, Girls Soccer, Springfield High & Mohawk High, Resolution #24-25.064 — David Collins
  12. 2025-2026 Board Calendar Schedule, Resolution, #24-25.065 — Chair De Graff
- **B.** Approve 2025-2026 Designation of District Officers, Clerks, Depositories and Contract Review Board, Resolution #24-25.066 — Brett Yancey
- **C.** Approve 2025-2026 Property and Liability Insurance, Worker's Compensation Insurance, Resolution #24-25.067 — Brett Yancey
- **D.** Approve 2025-2026 Designation of District Legal Counsel and Municipal Auditor, Res #24-25.068 — Brett Yancey
- **E.** Adopt 2025-2026 Budget, Resolution #24-25.069 — Brett Yancey
- **F.** Action on Complaint Discussed in Executive Session — Chair De Graff

6. Reports and Information
- **A.** Superintendent Communication — Superintendent Hamilton
- **B.** Board Communication and Comments — Chair De Graff

7. Next Meeting:

June 23, 2025 – Board Special Meeting at 5:30 PM

8. Adjournment — Chair De Graff

Springfield Public Schools is an equal opportunity educator and employer.
Persons having questions about or requests for special needs and accommodation at Board Meetings should contact the Office of the Superintendent; 640 A Street, Springfield, OR 97477; Phone: (541) 726-3201. Contact should be made 72 hours in advance of the event.

ESCUELAS PÚBLICAS DE SPRINGFIELD
Cada Estudiante Cuenta, Cada Día

JUNTA DE EDUCACIÓN
9 de junio de 2025
Sala de Juntas del Edificio de Administración
640 A Street, Springfield, OR 97477

6:00 PM Sesión Ejecutiva
La Junta entrará en Sesión Ejecutiva (no pública) de conformidad con ORS 192.660(2)(b) (Quejas) y ORS 192.660(2)(f) (para revisar información confidencial).
6:45 PM Audiencia sobre el presupuesto
7:00 PM Reunión de la Junta inmediatamente después de la audiencia sobre el presupuesto
URL de la reunión en streaming: http://www.vimeo.com/SpringfieldPS

AGENDA — TAB

1. Llamar a la reunión al orden. — Presidenta de la Junta Directiva Nicole De Graff
- **A.** Juramento de Lealtad — Presidenta De Graff
- **B.** Reconocimiento de Tierras — Heather Quaas-Annsa

2. Aprobación del orden del día — Presidente De Graff

3. Presentaciones
- **A.** Fundación para la Educación de Springfield — Christina SanFilippo

4. Comentarios del público (Tres (3) minutos cada uno; duración máxima 25 minutos. Los oradores no podrán ceder su tiempo a otros oradores).

5. Acciones

A. Aprobación del orden del día

1. Acta de la reunión extraordinaria del 28 de abril de 2025
2. Actas de la reunión de la junta del 12 de mayo de 2025
3. Estado financiero, Resolución #24-25.056 — Brett Yancey
4. Informe de personal, Resolución #24-25.057 — Dustin Reese
5. 2025-2026 Nutrición Servicios lácteos, Resolución # 24-25.058 — Brett Yancey
6. 2025-2026 Servicios de Nutrición Panadería, Resolución #24-25.059 — Brett Yancey
7. 2025-2026 Servicios de Nutrición Suministros, Resolución #24-25.060 — Brett Yancey
8. 2025-2026 Servicios de Nutrición Vegetal, Resolución #24-25.061 — Brett Yancey
9. Plan Suplementario de Transporte, Resolución #24-25.062 — Brett Yancey
10. 2024-2025 Transferencia de Créditos Presupuestarios, Resolución #24-25.063 — Brett Yancey
11. Patrocinio Cooperativo OSAA, Fútbol Femenino, Escuela Secundaria Springfield y Escuela Secundaria Mohawk, Res #24-25.064 — David Collins
12. 2025-2026 Calendario de la Junta, Resolución, #24-25.065 — Presidente De Graff
13. Extensión del contrato del superintendente,n. res 24-25.070 — Presidente De Graff

B. Aprobar 2025-2026 Designación de Oficiales de Distrito, Clerks, Depositarios y Junta de Revisión de Contratos, Resolución #24-25.066 — Brett Yancey

C. Aprobar 2025-2026 Propiedad y Seguro de Responsabilidad Civil, de los Trabajadores Compensación Laboral, Resolución #24-25.067 — Brett Yancey

Aprobar 25-26 Designación de Asesor Jurídico del Distrito y Auditor Municipal, Res #24-25.068 — Brett Yancey

D. Adoptar el Presupuesto 2025-2026, Resolución #24-25.069 — Brett Yancey

E. Acción sobre la queja discutida en sesión ejecutiva — Presidente De Graff

6. Informes e Informacion
- **A**. Comunicación del Superintendente — Superintendente Hamilton
- **B**. Comunicación y comentarios de la Junta — Presidente De Graff

7. Próxima reunión:
23 de junio, 2025 - Reunión Especial a las 5:30 PM

8. **Aplazamiento** — Presidente De Graff

Las Escuelas Públicas de Springfield son un ente educador y empleador con igualdad de oportunidades. Las personas que tengan preguntas o necesidades especiales, necesiten acomodaciones o servicios de traducción en las reuniones de la Junta Directiva deben ponerse en contacto con la Oficina del Superintendente; 640 A Street, Springfield, OR 97477; Teléfono: (541) 726-3201. La solicitud debe hacerse con 72 horas de anticipación al evento.

Springfield Education Foundation

SEF Grants

2025-2026 School Year

$80,523.73 in total funding
36 projects
15 schools
6,010 learning opportunities

Springfield Education Foundation Grants 2025-26

Innovative Educator (IE) Grant Awards

These grants aim to encourage and recognize innovative teaching programs that enhance student engagement, improve attendance, serve underserved student populations, and boost graduation rates.

$68,971.30 in funding	**27** projects	**14** schools	**3,820** learning opportunities

District-wide IE Grant Awards

🔵Black Student Union Conference - $3,000

***Xavier Davis**, Teacher on Special Assignment*

District-wide: SPS Middle Schools

The Black Student Union (BSU) Conference provides Black and biracial students with mentorship, career exploration, and cultural celebration. It fosters community, leadership, and belonging, offering opportunities for students to connect with professionals and peers, while promoting long-term student development.

100 Students Impacted

🔵Maintaining Excellence - $3,832

***Conor Egan**, Teacher/Director of Bands and Orchestras*
Jonathan Bridges, SHS Teacher
Jarek Bartels, ASMS Teacher
Christopher Holt, TMS Teacher
Abigail Robertson, HMS Teacher

District-wide: SPS High & Middle Schools

This project seeks to improve the music program by upgrading the music library system and establishing a school-based instrument repair clinic available to all SPS middle and high schools. The library upgrade will protect and streamline music storage, while the clinic will reduce repair costs, improve turnaround times, and provide career training opportunities.

150 Students Impacted

🔵Button Making Project - $978.29

***Garrett Davidson**, Youth Transition Program Coordinator*
Megan Burrell, Transition Specialist
April Biancalana, Transition Specialist

Springfield Youth Transition Program: SPS High Schools

This project supports the Springfield Youth Transition Program by creating a button-making business to teach students with disabilities transferable job skills, including communication, teamwork, and customer service. Profits will support work certifications and promote diversity and inclusion for special education/transition students who are developing skills for work.

25 Students Impacted

High School IE Grant Awards

🔵Metal Arts and Blacksmithing Class - $3,584.15

***Andrew Hunt**, Teacher*
Jared Mills, Teacher
Academy of Arts & Academics
Integrating STEAM, sculpting, and science, students will participate in 4 weeks of hot and cold forging of metals such as steel, copper, brass, and aluminum. Students gain vocational skills through 14 sculpture projects, exciting field trips, and labs focused on metallurgy.
250 Students Impacted

🔵Digestive System Aprons - $342.81

***Katie Ryan**, Science Teacher*
Academy of Arts & Academics
Students will scale, sketch, and paint their own digestive systems onto canvas aprons, blending anatomical study with artistic expression. This hands-on project deepens understanding of human physiology through creative, interdisciplinary learning in an engaging classroom environment.
65 Students Impacted

🔵Enhancing Digital Design Education - $4,000

***Constance Van Flandern**, CTE Digital Design Instructor*
Jared Mills, Teacher
Academy of Arts & Academics
This project supports the purchase of 20 iPads for the Visual Arts program, enhancing Career and Technical Education by providing students with industry-standard tools for digital design, animation, photography, and video production, preparing them for future careers.
160 Students Impacted

🔵Cake Frosting Art - $2,888.67

***Ruxandra Westra**, Educational Assistant*
Academy of Arts & Academics
This grant will support the Cake Club, providing a creative space for students to explore cake decorating as a career path, develop leadership and soft skills, and participate in SkillsUSA competitions, fostering a sense of belonging and engagement.
20 Students Impacted

🔵Safe and Comfortable Seating for a Behavior Classroom - $963.18

***Christy Plaunty**, Teacher*
Gateways High School
This fundings provides safe and comfortable seating for students, fostering positive classroom behavior and enhancing focus on learning. The new seating will create an environment that supports student well-being and academic success for students navigating trauma and disabilities.
20 Students Impacted

🔵Science Olympiad for Springfield Schools - $2,920

***Ryan Elliott**, Science Teacher*
Springfield High School
This proposal provides funding to establish Science Olympiad teams at Springfield Public Schools, providing necessary resources and fees for middle and high school students to compete, foster interest in science, and pursue scholarships in engineering and science.
90 Students Impacted

🔵U1 Visualization - $748

***Samuel Pabst**, Science Teacher*
Miranda Wilbourn, Science Teacher
Nancy Buchanan, Science Teacher
Springfield High School
Funding will enhance physics instruction with hands-on tools like magnets and ball launchers to help 9th grade and AP students visualize abstract concepts, improve diagramming skills, and better understand complex systems through interactive learning.
300 Students Impacted

🔵Improved CPR Certification Tools for Future Medical Professionals - $3,987.82

***Kristen Rosenblum**, CTE: Health Science and Science Teacher*
Thurston High School
Provides much-needed funding for updated CPR training tools, including feedback manikins, AED trainers, and other required materials, to support AHA BLS certification needed for any healthcare career. Students will now have resources to participate in SkillsUSA, HOSA, and health-related coursework.
30 Students Impacted

🔵Joint Venture Business Start-Up - $3,000

***Deborah Baker**, Business Teacher*
Crystal Martorano, Culinary Teacher
Chris Peppin, Life Skills Teacher
Thurston High School
This project launches a student-led Joint Venture uniting Business, Culinary, and Life Skills programs to run a profitable and educational enterprise. Students gain hands-on experience in marketing, finance, sales, and production while fostering collaboration and shared success.
100 Students Impacted

🔵Wonderful World of Welding - $4,000

***Polly Kohl**, Metals Manufacturing Instructor*
Greg Proden, Teacher
Chris Wilson, Teacher
Jeff Rempel, Teacher
Thurston High School
This project aims to equip welding students with industry-standard equipment, including the Millermatic 255 MIG welder, to teach advanced welding techniques like spray arc welding, enhancing their employability with hands-on experience and industry certifications.
190 Students Impacted

🔵3D Printing for Robotics Components in Introductory Courses - $2,819.45

***Dalynn Kenerson**, Teacher*
Thurston High School
This project aims to provide students in Introductory Robotics Courses with hands-on experience in CAD and 3D printing, enhancing their skills in design and engineering through practical applications, group challenges, and prototyping for career and college preparation.
100 Students Impacted

🔵Blacksmithing Tools for the Metals Shop and Blacksmithing Club - $3,500

***John Lovdokken**, Teacher*
Polly Kohl, Teacher
Thurston High School
This project aims to upgrade the school's metal shop with essential blacksmithing tools, including anvils, hammers, tongs, and a vise, to enhance student creativity and skill. This will benefit current and future students for years to come and open the door to creative, quality projects that are professional and artistic.
200 Students Impacted

🔵**Exhibition Time - $500**
***Perry Joseph**, Teacher*
Thurston High School
Thanks in part to SEF, several students in the art program have been juried into art shows and/or received recognition and awards for their art. This project provides supplies to create high-quality frames for student artwork, ensuring timely and cost-effective exhibition opportunities for students who produce exhibit-quality work.
10 Students Impacted

🔵**GPS Applications in Forestry and Watershed Management - $3,994.76**
***Andy Petersen**, Teacher, Forestry and Natural Resources*
Thurston High School
This project will teach students GPS technology for forest and watershed management, including mapping, navigation, and data collection. They'll apply these skills in tree inventory, riparian habitat assessment, and sustainable land management, preparing them for future geospatial careers.
140 Students Impacted

Middle School IE Grant Awards

🔵**Speak Out Loud! - $2,370**
***Kim Hanson**, ELD Teacher*
Hamlin Middle School
This project will provide an engaging, tech-driven way for ESL students to build confidence and improve speaking skills in a low-pressure, self-paced environment. It aims to improve the speaking and pronunciation skills by integrating iPads and microphones into their classwork.
83 Students Impacted

🔵**Enhancing Math Learning Through Whiteboards & Active Engagement - $3,781.72**
***Alicia Felton**, 8th Grade Math & Science Teacher*
Briggs Middle School
This project secures funding for vertical whiteboards to boost student engagement, collaboration, and math proficiency. The goal is to improve participation, confidence, and performance through sustainable, evidence-based instructional strategies.
150 Students Impacted

🔵**Books, Tools, and Open Skies; A Library and Outdoor Makerspace - $2,000**
***Valerie Graybill**, Library Manager*
Thurston Middle School
This project helps to transform the library's underutilized courtyard into a dynamic Maker Space, inspiring innovation, collaboration, and creativity among students by providing a dedicated space and activities for hands-on learning, exploration, and problem-solving.
550 Students Impacted

Elementary School IE Grant Awards

🔵**Designing a Reading Room Conducive for Student Learning - $3,305.42**
***Franchesca Sandoval**, Reading Teacher*
Centennial Elementary School
This project aims to transform the Reading Room into focused "Learning Pods" with sound-dampening barriers, flexible seating, and tools like ortho and word mapping boards to support struggling readers in developing grade-level literacy skills.
75 Students Impacted

🔵**Sport Stacking, Adapting, and Mindful Movement for All - $4,000**
***Misty Acker**, Physical Education Teacher*
Ga-in Choi, Music Teacher
Maple Elementary School
All students, regardless of ability, will be equipped with sport stacking gear, mindful movement mats, and adaptable PE tools to promote fitness, emotional regulation, engagement, and brain development through inclusive, differentiated physical education experiences.
265 Students Impacted

🔵**Bilingual Book Bag Project - $940**
***Joni Wareham**, ELD Instructor*
Maple Elementary School
Our goal is to provide quality bilingual books for families to read at home with their K-2 grade English as a Second Language (ELD) students. It also builds a library of high interest books in Spanish and English for bilingual students in grades 3-5, ensuring equitable access to diverse, high-quality books for Spanish-speaking families and supporting continued language and literacy growth.
40 Students Impacted

🔵Cursive Writing Without Tears - $1,974

***Heather Dillon**, Teacher*
Beki Rundstrum, Teacher
Ridgeview Elementary School
The Handwriting Without Tears curriculum will teach 3rd graders cursive writing, improving legibility, fluency, and reading skills. Students will also gain the ability to read primary sources, such as historical documents, in cursive, with materials for continued practice and sustainability.
60 Students Impacted

🔵Reading - The Cheapest Way To Travel - $996.48

***Stephanie Lovdokken**, 4/5 Teacher, District TAG Coordinator*
3-5th grade Teachers
Ridgeview Elementary School
An additional set of Oregon Battle of the Books (OBOB) books will be provided for each 3-5th grade classroom, ensuring all students, including struggling readers, can participate in the program. This will foster academic growth, teamwork, and a sense of belonging for all learners, allowing students of all levels will travel through time and delve into worlds they may have never known.
190 Students Impacted

🔵One School One Book - $3,910.50

***Lonnie Usrey**, Assistant Principal*
Two Rivers-Dos Rios Elementary School
The One School, One Book Program engages families in a school-wide literacy initiative. All students and staff receive the same book, and read along together at school and home. It promotes family involvement, enhances reading skills, and fosters a strong school community through school-wide discussions and activities.
382 Students Impacted

🔵Adventures in Literature - $634.05

***Jennifer Robinette**, 5th Grade Teacher*
Amy Paschall
Yolanda Elementary School
This project will provide 5th grade students with immersive novel studies, improving student comprehension, critical thinking skills, and civil discourse. These Newbery Medal winning books will fostering community and cultural awareness and engage students in a meaningful way.
75 Students Impacted

Frank Sherman (FS) Grant Awards

The purpose of these grants are to promote and support health, physical fitness, and outdoor education activities and curriculum offered at the Springfield Public Schools. This year, a special allowance was made for music education funding.

$9,384.25 in funding	**6** projects	**5** schools	**410** learning opportunities

🟣 **Tapping Into The Future - $2,069.25**
***Jonathan Bridges**, Teacher - Band/ Mariachi Director*
Chandler Larsen - Percussion Coach
Springfield High School
This project replaces aging marching percussion instruments to improve sound quality, expand student access, and support a growing, high-performing drumline that serves both school and countywide programs, enriching performances for thousands in the community each year.
125 Students Impacted

🟣 **Healthy Moves for Students! - $1,000**
***Sarah Whisler**, PE Teacher*
Elizabeth Page Elementary School
This project brings Healthy Moves' PE Recess and Jump Start programs to our school, providing supplemental physical activity four days a week. Students will receive up to 100 additional minutes of directed physical activity, boosting fitness and learning.
300 Students Impacted

🟣 **Hoops and Nets for Health, Fitness and Fun! - $1,000**
***Misty Acker**, Physical Education Teacher*
Maple Elementary School
This project funds durable hula hoops and portable nets, bringing fun and excitement to students while positively affecting their health and well-being for a lifetime. The equipment supports diverse, standards-based instruction and enhances physical health, engagement, and social-emotional growth.
265 Students Impacted

🟣 **Supplement Healthy Moves Program in Elementary School - $1,000**
***Megan Knight**, Principal*
Maple Elementary School
The Healthy Moves Program provides physical activity for K-5 students before school, promoting focus and behavior improvement. UO student trainers lead 30-minute sessions with warm-ups, games, and stretches. Funding supports trainers, training, and program evaluation.
265 Students Impacted

🟣 **Yoga & MIndfulness - $315**
***Molliana Poiliak**, PE Teacher*
Ridgeview Elementary School
This project provides 30 yoga mats to integrate yoga and mindfulness into PE, helping students develop focus, emotional regulation, and self-awareness while supporting physical, mental, and social health across all grade levels.
380 Students Impacted

🟣 **STEAM in the Four Spheres 2025-26 - $4,000**
***Sara Burgin**, 5th Grade Teacher*
Lindsey Dennis & 5th Grade Team
Two Rivers-Dos Rios Elementary School
This program will enhance 5th-grade learning through experiential activities focused on Earth's four systems. Students will engage in 11 hands-on STEAM experiences, promoting academic growth, social-emotional skills, and environmental awareness throughout the school year.
75 Students Impacted

Social Emotional Learning Fund (SELF) Grant Awards

These grants offer funding for educators who wish to implement sustainable Social Emotional Learning opportunities for students attending Springfield Public Schools.

$2,168.18 in funding	**3** projects	**3** schools	**780** learning opportunities

🟢**Source of Strength - $1,000**
***Wendy Zacharias**, Counselor*
Academy of Arts & Academics
This project supports a schoolwide suicide prevention program led by trained staff and diverse peer leaders, using student-generated campaigns to promote emotional regulation, resilience, and connection through engaging, inclusive activities and visual displays.
250 Students Impacted

🟢**Embedding Kindness as Part of our 7th Grade Culture - $393.28**
***Jennifer Mays**, Counselor*
Hamlin Middle School
This project fosters a culture of kindness among 7th graders through art, activities, and peer engagement, aiming to reduce negative interactions, build community, and promote empathy, positivity, and personal growth throughout the school year.
180 Students Impacted

🟢**Kelso Curriculum Updates - $774.90**
***Emily Miller**, Music Teacher*
Cayla Lussier, Teacher
Mt. Vernon Elementary School
This project funds updated Kelso's Choice curriculum materials to strengthen conflict resolution skills, reduce physical aggression, and support SEL and PBIS goals through consistent, schoolwide implementation of engaging, developmentally appropriate tools and strategies.
350 Students Impacted

SPRINGFIELD PUBLIC SCHOOLS
SPRINGFIELD, OR 97477

SCHOOL BOARD WORK SESSION
MONDAY, APRIL 28, 2025

SPECIAL MEETING MINUTES

A Work Session of the Springfield School District No.19 Board of Education was held on April 28, 2025.

1. CALL MEETING TO ORDER

Board Chair Nicole De Graff called the Springfield Board of Education special meeting to order at 5:30 p.m.

A. Chair De Graff led the Pledge of Allegiance

B. Vice Chair Quaas-Annsa shared the following Land Acknowledgement:

We acknowledge that we are in the traditional homeland of the Kalapuya people, specifically the community that was known as Chifin, the area that we now call Springfield.

Kalapuya people, who have lived in this region since "Time Immemorial", were illegally dispossessed of their land and forcibly removed to what are now the Grand Ronde and Siletz reservations over several years, but most notably in treaties between 1851 and 1855.

The Kalapuya are now members of the Confederated Tribes of the Grand Ronde and the Confederated Tribes of Siletz Indians, and members of the Kalapuya still live, work, study, and thrive in this area, and continue to make important contributions here in Springfield, across the land we now refer to as Oregon, and around the globe.

This information is shared out of a responsibility to prevent the erasure of Native culture, heritage, and people and to ensure a quality contemporary education for future generations.

Attendance

Board Members in attendance included, Board Chair Nicole De Graff, Vice Chair Heather Quaas-Annsa, Director Ken Kohl, and Director Jonathan Light was excused.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Brett Yancey, Dustin Reese, Taylor Madden, Martie Steigleder, Brian Richardson, Jeff Michna, Joyce Johnson, Whitney McKinley, and Jonathan Gault.

3. Discussion

A. Policy Discussions – Policies on Hold Superintendent Hamilton

Superintendent Hamilton began by recognizing the work they started in the fall and the numerous board policies that were adopted. The focus of the meeting was on a set of policies that required deeper review, clarification and/or potential edits of various school policies. Hamilton noted that there were some more complex policies, requiring deeper attention that had been set aside for future meetings. The board diligently reviewed, discussed and made decisions concerning each of the 19 policies.

MOTION: ***Vice Chair Quaas-Annsa moved, seconded by Chair De Graff to approve the school policy changes as discussed***.

Chair De Graff asked each board member to vote whether they approve the school policy changes as discussed: Director Kohl – Yes, Director Quaas-Annsa – Yes, and Director De Graff – Yes.

The motion passed, 3:0.

4. NEXT MEETINGS

May 8, 2025 - Budget Committee Meeting at 6:00 p.m.
May 12, 2025 – Board Business Meeting at 7:00 p.m.
May 15, 2025 – Budget Committee Meeting at 6:00 p.m.
May 22, 2025 – Budget Committee Meeting at 6:00 p.m. (if necessary)

5. ADJOURNMENT

With no further business, Chair De Graff adjourned the work session at 7:36 p.m.

(Minutes recorded by Trenay Ryan, LCOG)

Springfield School District 19

Code: BBAA
Adopted: 11/14/16
Revised/Readopted: 3/11/19; 1/10/22
Orig. Code(s): BBAA

Individual Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their position when the Board is in legal session only.

A Board member has the authority to act in the name of the Board when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business. When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

When expressing personal opinions in public, the Board member should clearly identify the opinions as their own.

Members will be knowledgeable of information requested through Board action, supplied by the superintendent, gained through attendance at district activities and through professional Board activities.

Members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Information

   Any individual Board member who desires a copy of an existing written report or survey prepared by the administrative staff will make such a request to the superintendent. A copy of the material may be made available to each member of the Board. Requests for the generation of reports or information, which require additional expense to the district, must be submitted to the Board for consideration.

2. Requests for Legal Opinions

   Requests for legal opinions by a Board member must be approved by a majority vote of the Board before the request is made to legal counsel. The Board chair is authorized to obtain legal advice or opinions prior to the next meeting (e.g., advice regarding an executive session or a decision to invite district legal counsel) without a need for Board approval. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to Board Members

   When Board members receive complaints or requests for action from staff, students or members of the public, the Board members will direct the staff, students, members of the public to the appropriate complaint policy Board policy KL - Public Complaints. Such information will be conveyed to the superintendent.

4. Board Member's Relationship to Administration

   Individual Board members will be informed about the district's educational program, may visit schools or other facilities to gain information when approved through the superintendent, and may request information from the superintendent. No individual Board member may direct the superintendent to action without Board authorization. Board members will not intervene in the administration of the district or its schools.

5. Contracts or Agreements

   All contracts of the district must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval, before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

END OF POLICY

Legal Reference(s):

ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075

38 OR. ATTY. GEN. OP. 1995 (1978)
S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

Springfield School District 19

Code: BBD
Adopted: 1/08/07
Revised/Readopted: 3/11/19
Orig. Code(s): BBD

Board Member Removal from Office

The Board shall~~will~~ declare the office of a Board member vacant upon any of the following:

1. The death or resignation of an incumbent;

2. When an incumbent ceases to be a resident of the district;

3. When an incumbent ceases to discharge the duties of office for two consecutive months unless prevented by sickness or other unavoidable cause;

4. When an incumbent ceases to discharge the duties of office for four consecutive months for any reason;

5. When an incumbent is removed from office or the election thereto has been declared void by judgment ~~or decree~~ of any ~~competent~~ court;

6. When an incumbent is recalled from office by district voters.

Vacancies will be filled through appointment by the Board unless a majority of the positions are vacant at the same time. In that case, vacancies will be filled by the Lane Education Service District.

END OF POLICY

Legal Reference(s):

ORS 249.865 to -249.877 ORS 332.030 ORS 408.240

Springfield School District 19

Code: BCD
Adopted: 1/08/07
Revised/Readopted: 3/11/19
Orig. Code(s): BCD

Board-Superintendent Relationship

The superintendent shall be the chief executive officer and shall be responsible for the professional leadership necessary to translate the will of the Board into administrative action.

The superintendent shall be responsible for all aspects of district operation and~~,~~ for such duties and powers pertaining thereto as directed or delegated by the Board, and to develop such procedures and ~~administrative~~ regulations as the superintendent considers necessary to ensure efficient operation of the district.

The Board expects ~~that~~ the superintendent is professionally able and possesses outstanding qualities of leadership, vision and administrative skill and will implement all Board policies in good faith ~~and within established guidelines and keep the Board informed about district operations~~.

The superintendent can expect the~~The~~ Board will respect the superintendent's professional competence and extend to them full responsibility for implementation of Board policy decisions ~~to the superintendent~~.

The Board holds the superintendent responsible for carrying out its policies and for keeping the Board informed about district operations.

END OF POLICY

Legal Reference(s):

ORS 332.107 ORS 332.505 ORS 332.515

Springfield School District 19

Code: BCF
Adopted: 1/08/07
Revised/Readopted: 3/11/19
Orig. Code(s): BCF

Advisory Committees to the Board

In an ongoing effort to increase communication with the public and to provide for community involvement, the Board may appoint advisory committees whichthat include community members to consider matters of districtwidedistrict importance. Such committees will not be appointed on a permanent basis, but will be appointed to assist in a particular area of activity.

Recommendations of suchadvisory committees will be given careful consideration by the Board, but such recommendations will not relieve the Board of its legal responsibility to make final decisions.

All meetings of advisory committeesCommunity Advisory Committees shall follow the Public Meetings Law. The press may attend and report proceedings. Visitors shall sit apart from the committee members and shall speak only when invited to do so by the committee chair.

The compositionMembers of advisory committees to the BoardCommunity Advisory Committees will be recruited by means of mass and interpersonal communication methods, will be broadly representative when appropriate, and will take into consideration the specific tasks assigned to the committee. The process for the appointment of community members to an advisory committee will be determined by the Board. When requested and approved by the Board, appointmentAppointment of staff members, when appropriate, will be made by the superintendent.

The Board will adopt guidelines for each committee as appropriate, which will include, but not be limited to, the following:

1. The committee's task, setting forth the service the Board wishes the committee to render and the extent and limitations of its responsibilities.;
2. The resources the Board will provide;
3. The length of time the committee is asked to serve and the approximate date(s) on whichwhen the Board wishes to receive the committee report(s).

4. When the Board appoints or requests persons other than Ddistrict employees or Board members to serve on a committee the Board will indicate that which necessary expenses incurred by the committee in service to the district will be borne by the district.

Except as specifically provided by the Board, advisory committeesCommunity Advisory Committees will cease to function when their reports have been received by the Board or when the purposes for which they were established have been accomplished. The Board's responsibility is not to be delegated or surrendered to an advisory committee. Therefore, all recommendations of an advisory committee must be submitted to the Board for action and must be recognized as advisory in nature.

The Board may be represented on lay and professional committees that serve the Board in an advisory capacity, with specific Board members appointed by the chair, but normally such Board members will function as ex-officio members of the committees.

{This following section is recommended for immediate adoption for districts with more than 10,000 ADM. For districts with an ADM of 10,000 or less, this is recommended for adoption prior to September 15, 2025.}

Educational Equity Advisory Committee{[12]}

The duties of the district's educational equity advisory committee shall include:

1. Advising the Board about the educational equity impacts of policy decisions;

2. Advising the superintendent about the educational equity impacts of policy decisions; and

3. Informing the Board and superintendent when a situation arises in a district school that negatively impacts underrepresented students and advising the Board and superintendent on how best to handle that situation.

The educational equity advisory committee may prepare an annual report that:

1. Contains the following information:

    a. The successes and challenges the district has experienced in meeting the educational equity needs of students in the district;
    b. Recommendations the committee made to the Board and superintendent, and the actions that were taken in response to those recommendation; and
    c. Any other information required by the State Board of Education.

2. Is made available by being:

    a. Distributed to parents of district students;
    b. Posted on the district's website;
    c. Presented to the Board in at a board meeting with adequate opportunity for public comment; and
    d. Sent to the State Board of Education.

The educational equity advisory committee shall be appointed by the Board and superintendent and must be composed of parents, employees, students and community members from the district. For the purposes of selecting members, the Board and superintendent:

1. Shall solicit name of possible members from the community;

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[1] {District with ADM over 10,000 must convene an educational equity advisory committee no later than September 15, 2022. Districts with ADM of 10,000 or under are not required to convene an educational equity advisory committee until September 15, 2025.}

[2] Additional information on the formation, membership and responsibility of the committee can be found in OAR 581-022-2307.

2. Must ensure that membership is primarily representative of underserved student groups;

3. May not exclude members based on immigration status; and

4. Must comply with any other requirements established by the State Board of Education.

A member of the educational equity advisory committee will also serve on the school district budget committee.[3]

END OF POLICY

Legal Reference(s):

ORS 192.610
ORS 192.630
ORS 294.414
ORS 329.704
ORS 329.711
ORS 332.107

OR. DEP'T OF JUSTICE, OR. ATT'Y GENERAL'S MODEL PUBLIC CONTRACT RULES MANUAL.

[3] The district is not required to add an educational equity advisory committee member to the budget committee until there is a non-school board member vacancy on the budget committee.

Springfield School District 19

Code: BDDH
Adopted: 1/08/07
Revised/Readopted: 3/11/19; 2/14/22
Orig. Code(s): BDDH

Public Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the programs and operations of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. While the Board may conduct a meeting without public comment, the Board practice is to allow public comment when practicable at regular meetings. The Board may choose to hear public comment at special meetings or during work sessions.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting aids, accommodations, translation services, or other assistance are encouraged to notify the district as soon as practicable or at least two business days prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.

2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will submit their name electronically as outlined on the district website prior to the Board meeting.[1] A request to give public comment in-person or electronically does not guarantee time will be available.

3. A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda, however, speakers who indicate a desire to speak on a topic on the agenda may be given preference if the number of requests to speak exceeds the allotted agenda time.

4. A person speaking during the public comment portion of the meeting should state their name whether they are a resident of the district, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.

5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. The Board chair has discretion to waive time limits or modify the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner. If a person has more comments than time allows or is unable to comment due to time

[1] When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed.

6. Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date.

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or electronically as outlined on the district website. Materials or comments submitted as outlined on the district website for public comment by 12:00 p.m. on the day of the Board meeting will be provided to the Board before the Board meeting, but will not be read at the Board meeting. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the Public Comment portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. Any association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, the employee's supervisor and the Board

END OF POLICY

Legal Reference(s):

ORS 165.535
ORS 165.540
ORS 192.610 - 192.690
ORS 332.057
ORS 332.107

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).
Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).
Oregon House Bill 2560 (2021).

Springfield School District 19

Code: BFF
Adopted: 1/08/07
Revised/Readopted: 3/11/19
Orig. Code(s): BFF

Suspension of Policies

In the event of emergency or special circumstances, the operation of any single~~individual~~ policy, section or sections of Board policy, including those governing its own operational procedures, may be temporarily suspended[1] by a majority of the Board members at any regular, special, or emergency meeting. This suspension, however, does not apply to any section of Board policy that may be established by law, collective bargaining agreement or other contract.

END OF POLICY

Legal Reference(s):

ORS 332.107 OAR 581-022-2305

[1] Be sure to establish a time limit for the suspension, e.g., This policy is suspended for [.....].

Springfield School District 19

Code: BG
Adopted: 3/11/19
Orig. Code(s): BG

Board-Staff Communications

The Board desires to maintain open ~~channels of~~ communication channels between itself and the ~~district~~ staff. The basic line of communication will be through the superintendent.

Staff Communications to the Board

~~All formal~~ Official communications or reports to the Board~~,~~ or ~~any~~ Board committee~~,~~ from any staff member or members ~~will~~ should be submitted through the superintendent. This procedure will not be construed as denying the right of any employee to address the Board about issues which are neither part of an active administrative procedure, nor disruptive to the operation of the district. In addition, this ~~procedure~~ policy does not restrict protected labor relations communications of bargaining unit members. Staff members are invited to Board meetings, which provide an opportunity to observe the Board's deliberations on matters of district operation.

Board Communications to Staff

All official ~~Board~~ communications, policies and directives of staff interest and concern will be communicated to staff members through the superintendent. The superintendent will ~~provide~~ communicate as appropriate ~~communication~~ to keep staff fully informed of the Board's ~~policies, priorities~~ concerns and actions.

Visits to Schools

Visits~~Official visits~~ by Board members will be conducted ~~only under Board authorization and~~ with the full knowledge of staff, including the superintendent, principals and other supervisors. School visits by Board members will be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes.

END OF POLICY

Legal Reference(s):

ORS 332.107 OAR 581-022-2405

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).
Connick v. Myers, 461 U.S. 138 (1983).
Lebanon Education Association/OEA v. Lebanon Community School District, 22 PECBR 323 (2008).

Springfield School District 19

Code: BH/BHA
Adopted: 1/08/07
Revised/Readopted: 3/11/19
Orig. Code(s): BH/BHA

Orientation of New Board Members

Newly elected or appointed Board members will receive orientation. ~~Copies of or access to the official minutes, the current and proposed budgets, Board Policy and administrative rules, employment contracts, and other documents are provided to new members for study. The Board expects newly elected or appointed directors to attend any open session meetings held after election or appointment and before the term actually begins to get acquainted with the other members, with the Board's methods of operation, and to understand current issues confronting the Board.~~ The Board relies on the Board chair and the superintendent to acquaint the new members with district operations, the schools, and other properties of the district.

A new Board member is to be given the Board's and staff's fullest measure of courtesy and cooperation. Board and staff will make every effort to assist the new member(s) to become fully informed about the Board's functions, policies, procedures, and issues. In the interim between election and assuming office or following an appointment, the new Board member~~(s)~~ will be assisted in the following ways:

1. The newly elected or appointed Board member(s) will be given materials related to the role of a school Board member;

2. The newly elected or appointed Board member(s) will be invited to attend Board meetings to observe the operation of the Board but will not be a voting member;

3. The newly elected or appointed Board member(s) will be given access to Board policies and related administrative regulations, Board priorities, any long-range plans and the adopted district budget and informed how to access available minutes;

4. The superintendent will supply material pertinent to meetings and will explain its content;

5. The newly elected or appointed Board member(s) will be invited to meet with the superintendent and other administrative personnel, by arrangement with the superintendent, to discuss services they perform for the district;

6. The newly elected or appointed Board member(s) will be encouraged to seek board member training opportunities;

~~6.~~7. The newly elected or appointed Board member(s) will receive all materials, reports and communications normally sent to Board members.

END OF POLICY

Legal Reference(s):	
ORS 332.107	

Springfield School District 19

Code: CBG
Adopted: 1/22/07
Revised/Readopted: 12/14/20
Orig. Code: CBG

Evaluation of the Superintendent

The Board will formally evaluate the superintendent's job performance at least once each year.~~annually.~~ The evaluation will be based on the superintendent's~~administrative~~ job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board.

Additional criteria for the evaluation, if any, will be developed at a~~the~~ public board~~Board~~ meeting prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation.

The Board's discussion and conferences with and about the superintendent and their~~his/her~~ performance will be conducted in an executive session, unless the superintendent requests a~~an open~~ session open to the public. Such~~. However, such~~ an executive session will not include a general evaluation of any district goal, objective~~,~~ or operation. Results of the evaluation will be written and placed in the superintendent's personnel file.

At the Board's discretion, it may notify the superintendent in writing of specific areas to be remedied, and the superintendent may be given an opportunity to correct the problem(s). Where the Board provided written notice pursuant to the prior sentence, if the Board determines the superintendent's performance remains unsatisfactory, the Board may dismiss or non-renew the superintendent pursuant to Board policy, the superintendent's employment contract and state law and rules. In those situations where the superintendent's employment contract includes an evaluation, dismissal or non-renewal provision, it shall take precedent over this policy.

END OF POLICY

Legal Reference(s):

ORS 192.660(2), (8)
ORS 332.107
ORS 332.505
OAR 581-022-2405

Hanson v. Culver Sch. Dist. (FDAB 1975).

Cross Reference(s):

BDC - Executive Sessions
CB - Superintendent
CBA - Qualifications and Duties of the Superintendent

Springfield School District 19

Code: CCB
Adopted: 1/22/07
Revised/Readopted: 12/14/20
Orig. Code(s): CCB

Line and Staff Relations

The Board expects the superintendent to establish a clear understanding of working relationships in the school system with all staff.

Lines of direct authority will be those approved by the Board and shown on the district organization charts.

Staff members will be expected to refer matters requiring administrative action to the administrator to whom they report. That administrator will refer such matters to the next higher administrative authority, when necessary. All staff will inform their immediate supervisor of their activities by whatever means the supervisor considers appropriate.

Lines of authority should not restrict the cooperative working relationship of all staff members in developing the best possible district programs and services. In addition, this policy does not restrict protected labor relations communications of bargaining unit members. The established lines of authority represent direction of authority and responsibility. When the staff work together, the lines represent ~~avenues for~~ a two-way flow of ideas to improve the programs and operations in the district.

END OF POLICY

Legal Reference(s):

ORS 332.505 OAR 581-022-2405

Lebanon Education Association/OEA v. Lebanon Community School District, 22 PECBR 323 (2008).

Springfield School District 19

Code: EEAE
Adopted: 10/22/12
Revised/Readopted: 6/24/19
Orig. Code(s): EEAE

Student Transportation in Private Vehicle

Transportation of students will be by the district's transportation system or by a district employee's vehicle, properly insured, except as provided below.

Parents, employees, and other designated adults may be permitted to use private vehicles to transport students other than their own on field trips or other school activities if the following conditions have been met prior to the activity:

1. The school administrator has approved the activity;

2. A permission slip signed by the student's parent(s) has been received by the principal or ~~their~~ designee, granting permission for the student to participate in the field trip/activity and to ride in a privately-owned vehicle;

3. The parents, employee or other adult driving the vehicle is properly licensed to drive and has provided proof of insurance. Such insurance shall meet or exceed minimum requirements as established by the state of Oregon and as set by the district;

4. The vehicle contains an adequate number of seat restraints, including when applicable, a child safety system for a child who weighs less than 40 pounds, regardless of age, and the adult driver requires their use. The child safety system must elevate the person so that a safety belt or safety harness properly fits the individual and meets the minimum standards and specifications of law. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until they are four feet nine inches tall or age eight and the adult belt properly fits .[1] ~~.~~ A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under Oregon Revised Statute (ORS) 815.055. Training in the proper installation and use of child safety system may be required. The driver is responsible for not placing children under the age of 13 in the front seat of a vehicle equipped with passenger-side air bags.

The district will develop procedures to implement this policy.

END OF POLICY

Legal Reference(s):

ORS 332.107
ORS 801.455
ORS 811.210
ORS 815.055
ORS 815.080
OAR 735-102-0010

[1] "Proper fit" means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

Springfield School District 19

Code: IMB
Adopted: 6/10/13
Revised/Readopted: 6/22/20
Orig. Code(s): IMB

Student Achievement Program

Schools should be safe, respectful, and welcoming settings for all students, families, and staff. ~~Research results indicate that both~~ Both academic and social gains for students improve when schools establish a positive, predictable social and rigorous academic culture.

Rigorous academic instruction includes:

1. Universal supports;
2. Evidence-based curriculum;
3. Unambiguous instruction/precision teaching;
4. Adequate intensity;
5. System for positive feedback;
6. System for timely error correction;
7. Universal screening;
8. Collect information 2-4 times per year;
9. Use of data for decision-making;
10. Evidence-based continuum of support;
11. Targeted supports for "at-risk" students;
12. Tertiary/intensive, individualized supports for students with significant needs;
13. Progress monitoring;
14. Fidelity monitoring.

Achieving a positive social culture as well as a rigorous learning environment requires active and consistent investment. Teachers find that the time spent implementing behavior systems and effective instructional practices are amply repaid with increased student achievement and a more pleasant learning environment.

The following features are minimal characteristics of schools that promote and sustain a positive social and academic culture:

1. A small number of positively stated behavioral expectations are defined;

2. The behavioral expectations are taught to all students each year;

3. Staff actively acknowledges students for engaging in the behavioral expectations;

4. A system is defined for monitoring and correcting behavioral errors, and is used consistently by all staff in the school;

5. Information is collected on office discipline referrals, suspensions, and expulsions. This information is available to, and used by, the administrators, related services personnel, behavior support team and staff on a regular basis;

6. The school improvement team has a process for:

    a. Assessing the extent to which best practice procedures for behavior support are being used in the school;
    b. Monitoring the behavior of students in the school; and
    c. Using information for on-going action planning.

7. Discrimination, harassment, bullying, and intimidation are not tolerated. Policies and procedures are in place and routinely used for accepting reports, developing safety plans for targeted students who report incidents, changing the behaviors of involved students and documentation of reports, incidents and actions taken.

The superintendent will ensure development and implementation of a comprehensive, collaborative planning process that engages the school community in the district's continuous student achievement improvement program efforts. School improvement efforts should include a goal addressing the student climate of the school and the academic achievement of the school and a process for evaluating the 7 core features of behavior and 14 core features for instruction.

The superintendent will ensure development and implementation of a district wide program for student achievement improvement that engages district stakeholders in a continuous improvement planning process that provides for annual review, revision as needed and reports to the community.

The district's program will be reflected in school and district improvement plans and will include, but not be limited to, the following:

1. Self-evaluation of current and prior disaggregated student achievement and behavioral data, including student and community demographics, student access to and utilization of educational opportunities to meet standards and stakeholder's satisfaction. The evaluation should include measurement of the seven features of positive social culture and measures of academic instruction including universal supports, universal screening, evidence-based continuum of support, progress monitoring and fidelity monitoring;

2. Data-driven goal setting utilizing Oregon Department of Education recommended and/or local methods culminating in a Continuous Improvement Plan and process. The process includes:

a. Build readiness;
b. Collect and analyze data;
c. Set goals based on data;
d. Investigate evidence-based practices;
e. Develop action plan;
f. Implement and monitor plan; and
g. Evaluate effectiveness and sustained effort.

Action planning including provisions for accountability, professional staff development, steps to ensure a safe, educational environment conducive to learning, identification of local efficiencies and resources, steps to assure all students have access to the educational opportunities needed to meet the high standards of the state and district, resource allocation and realignment strategies needed to support improvement efforts.

END OF POLICY

Legal Reference(s):

ORS 329.095 ORS 332.107 OAR 581-022-2250

Springfield School District 19

Code: JECB
Adopted: 4/28/14
Revised/Readopted: 9/14/20
Orig. Code(s): JECB

Admission of Nonresident Students

The district may enroll nonresident students as follows:

1. Interdistrict Transfer Agreement.~~:~~ By written consent of the affected school boards, the~~. The~~ student becomes a resident student~~pupil~~ of the attending district thereby allowing the attending district to receive State School Fund moneys;

2. Tuition Paying Student.~~:~~ By ~~unilaterally~~ admitting ~~with tuition a~~ nonresident student with tuition, whereby neither affected districts are~~district is~~ eligible for State School Fund moneys;

3. Court Placement.~~:~~ If a juvenile court determines it is in the student's best interest, a student placed in a substitute care program outside the district will continue to be considered a resident student and allowed to attend the school the student attended prior to placement. The public agency placing the student in a substitute care program will be responsible for the transportation of the student, if public agency funds are available.

The Board shall deny regular school admission to nonresident students who are under expulsion from another district for a weapons policy violation. The Board may, based on district criteria, deny regular school admission to nonresident students who are under expulsion from another district for reasons other than a weapons policy violation.

Consent for Admission of a Nonresident Student by Interdistrict Transfer or Consent for Admission of a Tuition Paying Student

Annually, by March 1, the Board shall establish the number of student transfer requests into the district, and out of the district, to which consent will be given for the upcoming school year.

The Board may not consider nor ask for any information from the student about race, religion, sex, sexual orientation, gender identity, ethnicity, national origin~~origins~~, disability, health, whether a student has an individualized~~individual~~ education program (IEP) or the terms of that IEP, ~~identified~~ identification as talented and gifted, income level, residence, proficiency in English, athletic ability, or academic records. The Board may not request or require the student to participate in an interview, tour any of the schools or facilities, or otherwise meet with any representatives of the school or district prior to the district deciding whether to give consent.

The Board may only ask for the student's name, contact information, date of birth, grade level, whether the student may be given priority on consent for admission (see the following paragraph for priorities), information about which schools the student prefers to attend, and whether the student is currently expelled.

If the number of students seeking consent exceeds the number of spaces, the Board will use an equitable lottery selection process. The process may give priority to students who have siblings currently enrolled in the district; who previously received consent for admission because of a change in legal residence; or who attended a public charter school located in the same district in which the student seeks to attend, for three consecutive years, completed the highest grade offered by the public charter school, and did not enroll and attend school in another district following completion of that highest grade in the public charter school. The Board may revise the maximum number of students to whom consent will be given at a time other than the annual date established by the Board if there are no pending applications for consent.

If the Board decides not to give consent to a student the Board must provide a written explanation to the student.

The district may require minimum standards of behavior and/or attendance once the student has been accepted. The minimum standards must be the same for all students that are given consent. The district is not allowed to establish minimum standards for academics as a criteria for the student to remain in the district. Students whose consent is revoked for violation of set attendance and/or behavior standards will not be allowed to apply for consent to return to this district in the same or the following school year.

The Board may determine the length of time the consent is given. Any limitations in length of time must be applied consistently among all students to whom consent is~~was~~ given.

The district is not required to provide transportation outside the boundaries of the district. The student will be~~maybe~~ allowed~~, space permitting,~~ to use existing bus routes and transportation services of the district. Transportation will be provided if required by federal law.

The attending district is responsible for a free appropriate public education for those students on an IEP.

END OF POLICY

Legal Reference(s):

ORS 174.100
ORS 327.006
ORS 329.485
ORS 335.090
ORS 339.115 - 339.133
ORS 339.141
ORS 339.250
ORS 343.221
ORS 433.267
OAR 581-021-0019

Springfield School District 19

Code: JFCF
Adopted: 12/10/12
Revised/Readopted: 9/14/20
Orig. Code(s): JFCF

Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying, Teen Dating Violence ~~and~~or Domestic Violence – Student**

The Board, in its commitment to providing a safe, positive, and productive learning environment for all students, will consult with parents/guardians, employees, volunteers, students, administrators, and community representatives in developing this policy in compliance with applicable Oregon law.

Hazing, harassment ~~Harassment~~, intimidation, ~~or~~ bullying, menacing, and acts of cyberbullying by students, staff, or third parties toward students is strictly prohibited in the district. Teen dating violence is unacceptable behavior and prohibited. Each student has the right to a safe learning environment.

Retaliation against any person who is a victim of~~or~~, who reports, is thought to have reported, or files a complaint about an act of hazing, harassment, intimidation, ~~or~~ bullying, menacing, an act of cyberbullying, or teen dating violence, or otherwise participates in an investigation or inquiry is strictly prohibited. A person who engages in retaliatory behavior will be subject to consequences and appropriate remedial action. False charges shall also be regarded as a serious offense and will result in consequences and appropriate remedial action~~actions~~.

Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion.

Staff whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or the Board.

Students, staff, or third parties may also be referred to law enforcement officials.

The principal and the superintendent are responsible for ensuring that this policy is implemented.

Definitions

"District" includes district facilities, district premises, and nondistrict property if the student is at any district-sponsored, district-approved, or district-related activity or function, such as field trips or athletic events where students are under the jurisdiction of the district.

"Third parties" include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, or others engaged in district business, such as employees of businesses or organizations participating in cooperative work programs with the district and others not directly subject to district control at interdistrict and intradistrict athletic competitions or other school events.

"Hazing" includes, but is not limited to, any act that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or as a condition or precondition of attaining membership in, or affiliation with, any district-sponsored activity or grade level attainment. It is not a defense against hazing that the student subjected to hazing consented to or appeared to consent to the hazing.

"Harassment, intimidation or bullying" means any act that substantially interferes with a student's educational benefits, opportunities or performance, that takes place on or immediately adjacent to district grounds, at any district-sponsored activity, on district-provided transportation, or at any official district bus stop, that may be based on, but not limited to, the protected class status of a person, and having the effect of:

1. Physically harming a student or damaging a student's property;

2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property; or

3. Creating a hostile educational environment including interfering with the psychological well -being of the student.

"Protected class" means a group of persons distinguished, or perceived to be distinguished, by race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, familial status, source of income, or disability.

"Teen dating violence" means:

1. A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or

2. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

"Domestic violence" means abuse ~~by one or more of the following acts~~ between family and/or household members, as those terms are described in ORS 107.705.[1]

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[1] ~~"Family or household members" [as defined in ORS 107.705.] OR [means any of the following:~~
~~1. Spouses;~~
~~2. Former spouses;~~
~~3. Adult persons related by blood, marriage or adoption;~~
~~4. Persons who are cohabiting or who have cohabited with each other;~~
~~5. Persons who have been involved in a sexually intimate relationship with each other within two years immediately preceding the filing by one of them of a petition under Oregon Revised Statute 107.710;~~
~~6.~~1. ~~Unmarried parents of a child.~~

~~1. Attempting to cause or intentionally, knowingly, or recklessly causing bodily injury;~~

~~2. Intentionally, knowingly or recklessly placing another in fear of imminent bodily injury;~~

~~Causing another to engage in involuntary sexual relations by force or threat of force.~~

"Cyberbullying" is the use of any electronic communication device to harass, intimidate~~,~~ or bully.

"Retaliation" means any acts of, including but not limited to, hazing, harassment, intimidation, ~~or~~ bullying, menacing, or cyberbullying toward the victim, a person in response to an actual or apparent reporting of, or participation in the investigation of, hazing, harassment, intimidation, ~~or~~ bullying, menacing, teen dating violence, ~~and~~ acts of cyberbullying, or retaliation.

"Menacing" includes, any act intended to place a district employee, student, or third party in fear of imminent serious physical injury.

Reporting

The principal will take reports and conduct a prompt investigation of any reported acts~~report~~ of hazing, ~~any act of~~ harassment, intimidation, ~~or~~ bullying, menacing, cyberbullying, or teen dating violence. Any employee who has knowledge of conduct in violation of this policy shall immediately report concerns to the principal who has overall responsibility for all investigations. Any employee who has knowledge of incidents of teen dating violence that took place on district property, at a district-sponsored activity, or in a vehicle used for district-provided transportation, shall immediately report the incident to the principal. Failure of an employee to report any~~an~~ act of hazing, harassment, intimidation, ~~or~~ bullying, menacing, cyberbullying, or ~~,~~ teen dating violence~~, or an act of cyberbullying~~ to the principal may be subject to remedial action, up to and including dismissal. Remedial action may not be based solely on an anonymous report.

Any student who has knowledge of conduct in violation of this policy or feels they have been subjected to an act of hazing, harassment, intimidation, ~~harassed, intimidated or~~ bullying, menacing, or cyberbullying or feel they have~~bullied,~~ been a victim of teen dating violence~~, or acts of being cyberbullied~~ in violation of this policy, is encouraged to immediately report ~~their~~ concerns to the principal who has overall responsibility for all investigations. Any volunteer who has knowledge of conduct in violation of this policy is encouraged to immediately report concerns to the principal.

A report made by~~from~~ a student or volunteer may be made anonymously. A student or volunteer may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate district official.

Reports against the principal shall be filed with the superintendent. Reports against the superintendent shall be filed with the Board chair.

The person who makes~~making~~ the report shall be notified when the investigation has been completed and, as appropriate, the findings of the investigation and any remedial action that has been taken. The person who made~~making~~ the report may request that the superintendent or designee review the actions taken in the initial investigation, in accordance with district complaint procedures.

Notification to Parents or Guardians

The principal shall notify the parents or guardians of a student who was subject to an act of hazing, harassment, intimidation, bullying or cyberbullying, and the parents or guardians of a student who may have conducted an act of hazing, harassment, intimidation, bullying or cyberbullying.

The notification must occur with involvement and consideration of the needs and concerns of the student who was the subject to an act of hazing, harassment, intimidation, bullying or cyberbullying. The notification is not required if the principal reasonably believes notification could endanger the student who was subjected to an act of hazing, harassment, intimidation, bullying or cyberbullying or if all of the following occur:

1. The student who was subjected to an act of hazing, harassment, intimidation, bullying, or cyberbullying requests that notification not be provided to the student's parents or guardians.

2. The principal determines that notification is not in the best interest of the student who was subjected to an act of hazing, harassment, intimidation, bullying, or cyberbullying; and

3. The principal informs the student that federal law may require the student's parents and guardians to have access to the student's education record, including any requests of nondisclosure (from item 1 above).

If the principal determines the notification is not in the best interest of the student, they must inform the student of that determination.

If notification is provided, the notification must occur:

1. Within a reasonable period of time; or

2. Promptly, for acts that caused physical harm to the student.

Training and Education

The district shall incorporate into existing training programs for students, ~~and staff~~ information related to the prevention of, and the appropriate response to, acts of harassment, intimidation or bullying, and acts of cyberbullying and this policy.

The district shall incorporate age-appropriate education about teen dating violence and domestic violence into new or existing training programs for students in grades~~grade~~ 7 through 12.

The district shall incorporate into existing training programs for staff information related to the prevention of, and the appropriate response to, acts of harassment, intimidation or bullying, teen dating violence, domestic violence, and acts of cyberbullying and this policy.

Notice

The superintendent shall be responsible for ensuring annual notice of this policy is provided in a student or staff handbook, school and district's~~district~~ website, and school and district office.

Complaint procedures, as established by the district, shall be followed.

Domestic violence posters provided by the Oregon Department of Education (ODE) shall be posted in clearly visible locations on school campuses in accordance with rules adopted by ODE.

END OF POLICY

Legal Reference(s):

[ORS 163.190]	ORS 332.072	OAR 581-021-0046
[ORS 163.197]	ORS 332.107	OAR 581-021-0055
ORS 107.705	ORS 339.240	OAR 581-022-2310
ORS 166.065	ORS 339.250	OAR 581-022-2370
ORS 166.155 - 166.165	ORS 339.351 - 339.368	
ORS 174.100	OAR 581-021-0045	

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018).

Springfield School District 19

Code: KBA
Adopted: 4/14/14
Revised/Readopted: 9/14/20
Orig. Code(s): KBA

Public Records**

~~"Public record" means any information that:[1]~~

~~1. Is prepared, owned, used or retained by the district;~~

~~2. Is related to an activity, transaction or function of the district; and~~

~~3. Is necessary to satisfy the fiscal, legal, administrative or historical policies, requirements or needs of the district.~~

~~A public record includes any writing that contains information relating to the conduct of the public's business. Writing included handwriting, typewriting, printing, photography and every means of recording including letters, words, pictures, sounds or symbols or a combination thereof and all papers, maps, files facsimiles or electronic recordings.[2]~~

~~Public record does not include messages on voice mail or on other telephone message storage and retrieval systems or spoken communication that is not recorded.~~

A request to inspect or receive a copy of a public record shall be in writing and will be presented to the superintendent~~'s~~ or designee at the district office.

A "public record" includes any writing that contains information relating to the conduct of the public's business, prepared, owned, used or retained by the district regardless of physical form or characteristics, unless otherwise exempted by law.[3] "Writing" means handwriting, typewriting, printing, photographing and every means of recording, including letters, words, pictures, sounds, or symbols or combination thereof and all papers, maps, files, facsimiles or electronic recordings. Public record does not include any writing that does not relate to the conduct of the public's business and that is contained on a privately owned computer.[4]

~~Board meetings and records will be matters of public information subject to such restrictions as are set by federal law or regulation, by state statute or by pertinent court rulings.~~

~~[1] ORS 192.005~~

~~[2] ORS 192.311~~

[3] There are multiple definitions for "public record" in ORS 192. This definition comes from ORS 192.311 and applies to the inspection of records.

[4] In accordance with Bialostosky v. Cummings, 319 Or. App. 352 (2022), an individual board member may be considered a public body for public record purposes. Consequently, records created and retained solely by individual board members may be considered public records.

~~The Board's official minutes, its written policies and its financial records will be available at the superintendent's office for inspection by any citizen desiring to examine them during hours when the superintendent's office is open.~~ All such information will be made available to individuals with disabilities in an accessible~~any appropriate~~ format, upon request and with appropriate advanced notice. Auxiliary aids and services available to ensure equally effective communications to qualified persons with disabilities may include large print, Braille, audio recordings, readers, assistance in locating materials or other equally effective accommodations.

The Board supports the right of the people to know about programs and services of their schools and will make reasonable efforts~~every effort~~ to disseminate information. Each principal is authorized to use ~~all means~~ available means to keep parents and others in the~~of their~~ particular school's community informed about the school's program and activities.

~~No records will be released for inspection by the public or any unauthorized persons - either by the superintendent or any other person designated as custodian for district records - if such disclosure would be contrary to the public interest, as described in state law.~~

The ~~Board~~ superintendent or designee reserves the right to establish a fee schedule which will reasonably reimburse the district for the actual cost of making public records available pursuant to law. The district will not be obligated to complete a request for which the requester has not paid the fee as permitted by state law. There will be no additional charge for auxiliary aids and services provided for ~~qualified~~ persons with disabilities.

Employee and volunteer personal residential addresses, personal electronic mail addresses, ~~(other than district electronic mail addresses assigned by the district to district employees),~~ social security numbers, dates of birth and personal telephone or cellular numbers, and other information listed in Oregon Revised Statute (ORS) 192.355 as exempt, contained in personnel records maintained by the district are exempt from public disclosure pursuant to ~~Oregon Revised Statute (~~ORS~~)~~ 192.363 - 368 and ORS 192.355 (3). District electronic mail addresses assigned~~Such information may be released only upon the written request of the employee or volunteer or as otherwise provided~~ by the district to district employees are not exempt~~law~~. This exemption does not apply to a substitute teacher, as defined in ORS 342.815, when requested by a professional education association of which the substitute teacher may be a member. ~~District electronic mail addresses assigned by the district to district employees are not exempt.~~

The district will not disclose the identification badge or card of an employee without the employee's written consent if the badge or card contains the employee's photograph and the badge or card was prepared solely for internal use by the district to identify district employees.

A duplicate of the photograph used on the badge or card shall not be disclosed.

The district shall not, in accordance with state law, disclose personal information for the purpose of enforcement of federal immigration laws.

The district shall retain and maintain its public records in accordance with Oregon Administrative Rule (OAR) 166-005-0010 and Chapter 166, Division 400 and ORS Chapter 192.

END OF POLICY

Legal Reference(s):

ORS 180.805
ORS Chapter 192
OAR 137-004-0800(1)
OAR 166-005-0010
OAR 166-400

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2021); 28 C.F.R. Part 35 (2021).
OREGON DEP'T OF JUSTICE, OREGON ATTORNEY GENERAL, *Public Records and Meetings Manual*.
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).
Bialostosky v. Cummings, 319 Or. App. 352 (2022).

Springfield School District 19

Code: KGB
Adopted: 11/14/16
Orig. Code(s): KGB

Public Conduct on District Property

No ~~person~~ members of the public on district property or any district grounds, including parking lots, shall:

1. Haze, harass, intimidate, bully or menace another, or engage in behavior deemed by the district to endanger the safety of students, employees, self or others;

2. Use or engage in abusive verbal expression or physical conduct that interferes with the performance of students, event officials or sponsors of approved activities;

3. Damage the property of another or of the district;

4. Initiate or circulate a report, one knows to be false, concerning an alleged hazardous substance, impending fire, explosion, catastrophe or other emergency that will take place in or upon a school;

5. Construct or transport to district property for temporary or permanent purposes any structure not approved for construction on, or transportation to, district property;

6. Uproot, pick, cut, mutilate or remove plant life or other natural resources of any kind. Roots, tubers, flowers and stems may not be collected. Soil or rock may not be dug up or removed;

7. Dump or spill any sewage, waste water or other fluids from any vehicle;

8. Use district waste containers or other district property for the deposit of waste or refuse generated from household, commercial, industrial, construction or other uses not related to approved use on district property;

9. Block, obstruct or interfere with vehicular or pedestrian traffic on any district road, parking area, walkway, pathway or common area. Occupying or impeding access to any district facility in a manner that interferes with the approved use of such facility by district employees, students or other authorized users is prohibited;

10. Fly, launch or otherwise operate motorized model airplanes/helicopters/rockets or other similar propulsion devices unless approved in advance by the district;

11. Operate an unmanned aircraft system (UAS) or drone unless granted permission from the superintendent or designee;

12. Distribute or post circulars, notices, leaflets, pamphlets or other written or printed material in violation of Board policy KJA - Materials Distribution;

13. Operate a concession, solicit, sell or offer for sale any goods, wares, merchandise, food, beverages or services without prior district approval. Public sales and solicitation on district property will be

governed by Board policies KI - Public Solicitation in District Facilities and KJ - Advertising in District Facilities;

14. Operate a motor vehicle in an area other than on roads and in parking areas constructed or designated for motor vehicle use. Vehicles shall be driven in a safe manner, at posted speeds and will only be appropriately parked in areas designated by the district. Motorized vehicles such as minibikes, scooters, go-carts, all-terrain-vehicles, snowmobiles and other similar devices are prohibited on district grounds. Bicyclists must comply with motor vehicle and bike regulatory signs;

15. Use a skateboard, rollerblades, scooter or similar device;

16. Bring an animal into a district building without prior administrator approval and, where appropriate, only when proof of current rabies vaccination has been provided. Dogs are prohibited on district grounds. All other animals on district property are prohibited. Animals serving the disabled are permitted as provided by law;

17. Camp overnight, loiter or otherwise be present on district property after the conclusion of approved activities or as otherwise posted or authorized by the district. Individuals are prohibited from entering any portion of district premises at any other time for purposes other than those which are lawful and authorized by district officials;

18. Use or operate any noise-producing machine, vehicle, device or instrument in a manner that, in the judgment of district officials, is disturbing to, or interferes with, the orderly conduct of district programs or approved activities;

19. Impede, delay or otherwise interfere with the orderly conduct of the district's educational program or any other activity taking place on district property which has been authorized by the district;

20. Bring, possess or use a weapon as prohibited by ~~Board policy JFCJ - Weapons in the Schools and~~ state and federal law;

21. Possess, consume, sell, give or deliver unlawful drugs and/or alcoholic beverages. Possess, sell, give or deliver drug paraphernalia;

22. Use, distribute or sell tobacco products or inhalant delivery systems, in any form ~~(Pro-Children Act of 1994; ORS 433.835 to 433.990; OAR 581-021-0110)~~;

23. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other item that is evidence of membership or affiliation with any gang. Use speech or commit any act or omission in furtherance of the interests of any gang or gang activity. A "gang" is defined as a group that identifies itself through the use of a name, unique appearance or language including hand signs, claiming of geographical territory or the espousing of a distinctive belief system that frequently results in criminal activity;

24. Violate posted regulatory signs;

25. Willfully violate other district policies, administrative regulations or school rules designed to maintain public order on school property.

Persons having no legitimate purpose or business on district property, or those violating or threatening to violate the above rules, may be issued a trespass citation, ejected from the premises, excluded from district-approved activities temporarily or permanently and/or referred to law enforcement officials.

The superintendent will ensure that appropriate notice of these rules is provided.

END OF POLICY

Legal Reference(s):

ORS 161.015
ORS 164.245
ORS 164.255
ORS 166.025
ORS 166.155 to -166.165
ORS 166.210 to -166.370
ORS 332.172
ORS 336.109
ORS 339.883
ORS 431.840
ORS 433.835 to -433.990
ORS 806.060 to -806.080
OAR 333-015-0025 to -0090
OAR 581-021-0110
OAR 584-020-0040(4)(e),(g)

Gun-Free Schools Act, 20 U.S.C. § 7961 (2012).
Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2012).
Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2012).

Springfield School District 19

Code: ~~KI/~~KJ
Adopted: 10/22/07
Orig. Code(s): KI/KJ

Commercial Advertising/~~Merchandise Sales~~

The Board recognizes that district-sponsored commercial advertising ~~and merchandise sales~~ may provide an important source of revenue for its programs and activities. Such sales may be permitted as approved by the superintendent or designee as provided by this policy. ~~However, students and staff are to be protected from intrusions into the classroom by announcements and communications of any kind from individuals and organizations not directly connected with the schools~~.

"Commercial advertising" as used in this policy means, use by any person, company, business or corporation, for personal or private gain, of any district media, including, but not limited to, school newspaper, yearbook or other printed material, flyer or circular; radio, television, video or any other electronic technology; or indoor or outdoor signage designed to:

1. Transmit a message offering any goods or services ~~for sale for personal or private gain~~;

2. Cause or induce any other person to purchase any goods or services ~~for personal or private gain~~;

3. Increase demand for any goods or services.

Commercial advertising ~~and merchandise sales~~ approved by the district must be consistent with district mission, goals, Board policies and administrative regulations; ~~when possible,~~ promote positive values for district students through proactive educational messages that encourage student achievement and high standards of personal conduct~~the establishment of high standards or personal conduct~~. ~~Advertisements promoting the use of alcohol, tobacco or drug products or containing/displaying sexually explicit material is prohibited in school buildings, at school functions or in school publications. Articles of clothing that advertise or promote the use of alcohol, tobacco or drug products, or that display sexually suggestive words or pictures are not permitted.~~

The superintendent or designee may consider for approval revenue-enhancing activities that include, but are not limited to, contracts or agreements for:

1. Exclusive~~Contracts granting exclusive~~ advertising ~~and/or rental, sale, lease or use~~ of any product or service throughout the district or at specified locations or times to a person, business or corporation in exchange for goods or services (~~i.~~e.g., scoreboards, electronic message boards, athletic gear, exclusive right to sell beverages, bottled water, snacks, meals, etc.); ~~this will need to be consistent with any contract entered into by the district.~~

2. Products~~Contracts for products~~ or services that require the dissemination of advertising to staff, students, parents or others or allow any person, business or corporation to obtain information from staff, students, parents or others for the purposes of market research;

3. The~~Contracts for the~~ use of district facilities or grounds in exchange for products, services or financial considerations (e.g., cell phone towers, etc.);

4. TechnologyContracts for technology hardware, software, satellite hook-up and/or access in exchange for free or reduced prices and/or fees and/or advertising rights, or agreement to use equipment a certain number of hours of the day, month, etc.;.

5. Naming rights to district property in exchange forDonations of goods, services, products or monetaryfinancial considerations must benefit student of the district. At no point may an employee or volunteer of the district receive personal gain/advantage through these activities.

The solicitation and sale of travel services to students on district property, at activities under the jurisdiction of the district and at interscholastic activities administered by a voluntary organization approved by the State Board of Education (i.e., Oregon School Activities Association) may be permitted with the approval of the Board. This includes the sale of services to students by any person or group that sells, provides, furnishes, contracts for, arranges or advertises travel services. Sellers of travel services must meet the following criteria:

1. Belong to an association of sellers of travel certified by the director of the Oregon Department of Consumer and Business Services;

2. Provide proof of errors and omissions insurance;

3. Provide proof of a client trust account or performance bond;

4. Submit references;

5. Include in all information provided to students and parents that drug, alcohol and tobacco use will be prohibited;

6. Include in all information provided to students and parents a statement that the activity is a non-school-sponsored event.

Contracts shall include a provision allowing the district to terminate the contract if it is determined by the district to have an adverse impact on district programs, services or activities. Revenue derived shall be used for programs, services and/or activities designed to enhance student achievement, assist in the maintenance of existing district programs, services or activities and/or to provide scholarships for students who demonstrate financial need and merit, as determined by the district.

All revenue earned must also comply with Board policy IGDF- District Fund Raising Activities.

All contracts considered for approval are subject to the competitive procurement requirements of Board policies DJ/DJA/DJF - District Purchasing, DJC - Bidding Requirements and the district's public contracting rules. Competitive procurement as used in this policy includes monetary as well as in-kind contributions (i.e., scoreboards, computers, other equipment orand materials).

The superintendent will develop administrative regulations as needed for implementation of this policy.

END OF POLICY

Legal Reference(s):

ORS 279B.055
ORS 279C.335
ORS 332.107
ORS 339.880

Springfield School District 19

Code: KJB
Adopted: 9/14/20
Orig. Code(s): KJB

Signs and Banners

Signs and banners displayed in ~~and~~ or on ~~all~~ district facilities, owned or leased, shall be subject to the district's provisions which shall consider the health, safety and welfare of staff and students.

Signs and banners ~~will be allowed~~ may only be displayed in or ~~upon~~ on ~~buildings and other~~ district facilities ~~only~~ with the prior written approval of the superintendent or designee.

The following conditions shall ~~be applied in~~ apply when considering requests to display signs or banners:

1. Signs and banners on sticks require ~~special~~ authorization ~~of the superintendent or designee~~;

2. Signs and banners fastened to any structure of a building or structures immediately adjacent to an open space require authorization ~~shall not be allowed without specific prior written permission~~;

3. Signs and banners presenting recognizable health or safety hazards are prohibited;

4. Signs and banners presenting false information ~~shall be~~ are prohibited.

END OF POLICY

Legal Reference(s):

ORS 332.107

Springfield School District 19

Code: LBE
Adopted: 12/10/12
Revised/Readopted: 9/14/20
Orig. Code(s): LBE

Public Charter Schools

Public charter schools may be established as a new public school or a virtual public school, from one or more existing public schools in the district or a portion of the school, or from an existing alternative education program. A public charter school may not convert an existing tuition-based private school into a charter school, affiliate itself with a nonpublic sectarian school or religious institution, or encompass all the schools in the district unless the district is composed of only one school.

~~The district recognizes that public charter schools offer an opportunity to create new, innovative and more flexible ways of educating students in an atmosphere of learning experiences based on current research and development.~~ Public charter schools shall demonstrate a commitment to the mission and diversity of public education while adhering to ~~one or more of~~ the following goals:

1. Increase student learning and achievement;

2. Increase choices of learning opportunities for students;

3. Better meet individual student academic needs and interests;

4. Build stronger working relationships among educators, parents and other community members;

5. Encourage the use of different and innovative learning methods;

6. Provide opportunities in small learning environments for flexibility and innovation;

7. Create new professional opportunities for teachers;

8. Establish additional forms of accountability for schools; and

9. Create innovative measurement tools.

An applicant must submit a complete public charter school proposal that meets the requirements of Oregon law, and includes other information required by the district in the application process. The public charter school will be located and operated within the sponsoring district except where authorized by law.

The public charter school employer will be determined with each proposal. If the district is the employer, the terms of the current collective bargaining agreement will be examined to determine which parts of the agreement apply. If the district is not the sponsor of the public charter school, the district shall not be the employer and will not collectively bargain with public charter school employees.

~~Public charter schools may be established as a new public school, from an existing public school or a portion of the school or from an existing alternative education program. A public charter school may not convert an existing tuition-based private school into a charter school, affiliate itself with a nonpublic~~

~~sectarian school or religious institution or encompass all the schools in the district unless the district is composed of only one school.~~

~~The Board will not approve any public charter school proposal when it is deemed that its value is outweighed by any direct identifiable, significant and adverse impact on the quality of the public education of students residing in the district. To meet the eligibility criteria for Board approval, a public charter school proposal must meet the requirements of Oregon law, Board policy, and regulation. Upon request of the Board, the public charter school applicant must furnish in a timely manner any other information the Board deems relevant and necessary to conduct a complete and good faith evaluation of the public charter school proposal.~~

The district will determine if it has any vacant or unused ~~or underutilized~~ buildings and make a list of such buildings; buildings~~. Buildings~~ may be made available for public charter school use, subject to Board approval and Board policy~~. Approved use may be limited to instructional purposes only. Appropriate-use fees will be determined by the Board. Public charter school use outside the district's instructional day will be subject to Board policy KG - Community Use of District Facilities and accompanying administrative regulation.~~

Public charter school students may, upon request, be allowed to participate in district programs such as physical education, instrumental and vocal music offerings, or other selected options if space and materials are available.[1] Students must adhere to state law, Board policies, regulations, and rules concerning student conduct and discipline.

Public charter school students in grades K-8 may participate in their resident district's activities that are offered before or after regular school hours. Public charter school students in grades 9-12 may participate in their resident district's available activities that are sanctioned by the Oregon School Activities Association (OSAA) when the requirements found in Oregon law are met.

The district may provide instructional materials, lesson plans, or curriculum guides for use in a public charter school.

~~The public charter school employer will be determined with each proposal. If the district is the employer, the terms of the current collective bargaining agreement will be examined to determine which parts of the agreement apply. If the district is not the sponsor of the public charter school, the district shall not be the employer and will not collectively bargain with public charter school employees.~~

~~The district will semiannually, by October 1 and April 1, calculate the number of students residing in the district who are enrolled in a virtual public charter school. When the percentage is three percent or above, the district may choose to not approve additional students for enrollment to any virtual public charter school subject to the requirements in Oregon Administrative Rule (OAR) 581-026-0305(2).~~

~~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;~~

[1] This does not apply to the Oregon law related to OSAA-sanctioned activity participation.

~~2. The number of students residing in the district enrolled in public charter schools located in the district;~~

~~3. The number of students residing in the district enrolled in virtual public charter schools;~~

~~4. The number of home-schooled students who reside in the district and who have registered with the educational service district; and~~

~~5. The number of students who reside in the district enrolled in private schools located within the school district.~~

~~A parent may appeal a decision of a school district to not approve a student for enrollment to a virtual public charter school to the State Board of Education.~~

The superintendent will develop administrative regulations ~~for public charter schools~~ to include, but not limited to, the proposal process, review, and appeal procedures, and program evaluation, renewal, and termination~~procedure and charter agreement provisions~~.

END OF POLICY

Legal Reference(s):

ORS 327.077
ORS 327.109
ORS 332.107
ORS 338
ORS 339.141
ORS 339.147
ORS 339.450
ORS 339.460
OAR 581-026-0005 - 0710

Every Student Succeeds Act, 20 U.S.C. §§ 6311-6322 (2018).
Senate Bill 767 (2023).

SPRINGFIELD PUBLIC SCHOOLS
SPRINGFIELD, OR 97477

SCHOOL BOARD MEETING
MONDAY, MAY 12, 2025

BUSINESS MEETING MINUTES

A Business Meeting of the Springfield School District No.19 Board of Education was held on May 12, 2025.

1. CALL MEETING TO ORDER, FLAG SALUTE AND LAND ACKNOWLEDGEMENT

Board Chair Nicole De Graff called the Springfield Board of Education meeting to order at 7:01 p.m. and led the Pledge of Allegiance. Following the Pledge of Allegiance, Director Kohl read the following Land Acknowledgement:

We acknowledge that we are in the traditional homeland of the Kalapuya people, specifically the community that was known as Chifin, the area that we now call Springfield.

Kalapuya people, who have lived in this region since "Time Immemorial", were illegally dispossessed of their land and forcibly removed to what are now the Grand Ronde and Siletz reservations over several years, but most notably in treaties between 1851 and 1855.

The Kalapuya are now members of the Confederated Tribes of the Grand Ronde and the Confederated Tribes of Siletz Indians, and members of the Kalapuya still live, work, study, and thrive in this area, and continue to make important contributions here in Springfield, across the land we now refer to as Oregon, and around the globe.

This information is shared out of a responsibility to prevent the erasure of Native culture, heritage, and people and to ensure a quality contemporary education for future generations.

Attendance

Board Members attending the meeting included Board Chair Nicole De Graff, Director Ken Kohl, Director Jonathan Light and Vice Chair Heather Quaas-Annsa.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Dustin Reese, Brett Yancey, Martie Steigleder, Brian Richardson, Jeff Michna, Mike Schlosser, Lesa Haley, Armando Garcia, Dan Hakala, Cayden Finney, Lucy Rodgers, Jody Barnhart, Troy Barnhart, Brandi Starck, Midori Rakestraw, Rochelle, Lucy Rogers, M. Hanson, Jose da Silva, Joan Bolls, Daniel Pestle, Kristie Lundall, Karen Curry, Manny Plascencia, and Amber Langworthy.

2. APPROVAL OF THE AGENDA

Chair De Graff asked for a motion to approve the May 12, 2025 agenda as presented.

MOTION: ***Director Quaas-Annsa moved, seconded by Director Light, to approve the May 12, 2025 agenda as presented.***

Chair De Graff called for a roll call vote. Chair De Graff asked each Board member to indicate if they supported the motion in favor of approving the May 12, 2025 agenda as presented: Director Quaas-Annsa – Yes, Director Kohl – Yes, Director De Graff– Yes, and Director Light – Yes.

Motion passed, 4:0

3. PRESENTATIONS

A. Introduction of the Student Board Representatives

A3
Cameron Stratton shared:

- The final preparations for Confluence panels are being organized.
- Classes such as “Vibing in the 60s” and “Interactive Exhibits” are preparing for final presentations.
- Students will engage in a community art night during the second Friday Art Walk.
- There were many activities, games and treats during Teacher Appreciation Week.

Gateways High School - Absent

Springfield High School
ASB Vice-President, Midori Rakestraw Shared:
2025-26 President-Lucy Rogers

- The Positive Behavior Inception program was introduced, which recognizes students for demonstrating school values.
- The Acting Ensemble performed “The Fall of the House of Usher” and will be performing the upcoming spring production of “Clue”.
- “A Night at the Opera” themed prom was held May 3rd.
- Music students excelled at the State Solo and Ensemble competition. The Yearbook team finished the 2024-25 yearbook.
- Foreign Language and International Studies took a field trip to the University of Oregon (UofO). Ninth and eleventh-graders took field trips to the college campus. Senior Nights were held for the various school sports teams.

Thurston High School
Representative Rochelle shared:

- Over 150 students are participating in AP testing, while the May 1st Senior meeting provided graduation information.
- The National Honor Society installed small free libraries throughout the community and a Cold Cash skate party was held.
- The Flag Girls took first in District and a scholarship was offered to a student to play flag football in college.
- Highlights were given on upcoming events such as Freshman Movie Night, Prom, MSU Block Party, and End-of-Year Choir Concerts.

Willamette Leadership Academy WLA
Cayden Finney shared:

- A hootenanny was held for those students passing classes and who had no behavior issues or write-ups.
- An award and promotion ceremony was held for those students graduating, while others received promotions to the Leadership Academy.

- A carnival with free activities and games was organized for the students and their families.

Superintendent Hamilton and Board members expressed appreciation to the student representatives for coming before the Board to share their school highlights. It was the final meeting of the year for the students before graduation. Gift bags were provided to them.

4. PUBLIC COMMENT

Chair De Graff shared: This is the portion of our agenda for public comment. The Board provides three ways for community members to share public comment: written public comment, in person oral public comment and virtual public comment. Written public comment is received via email. Public comment received via email for this evening has been reviewed by the Board and has also been posted on the District's website. The deadline for submitting a request for oral public comment was today at 2:00pm. Those who requested an opportunity to speak this evening were notified by the board secretary about their request.

Time permitting, the Board may also hear public comment from individuals who signed up in person at the Administration Office before the meeting.

We encourage groups with a common purpose to designate a spokesperson. If your comments will be covered by a group spokesperson, please indicate so when your name is called. I want to remind those members of the public who have indicated a desire to make comments that our policy provides for a limitation of three (3) minutes per person.

The Board will not hear comments regarding any school personnel. We ask those speaking to refrain from using names and titles of school personnel. Any complaints regarding a particular employee must be processed through the procedure set forth in Board policy KL, which requires that complaints be submitted in writing to the Superintendent. This procedure must be followed before there is any Board involvement with such issues. A compliment involving a staff member should be sent to the Superintendent, who will forward it to the employee, their supervisor and the Board.

Speakers are reminded that their public comments will be limited to three (3) minutes.

There were no in person public comments. There was one written comment.

5. ACTION ITEMS

A. Approve Consent Agenda

1.	April 14, 2025 Board and Special Meeting Minutes	
2.	April 28, 2025 Board Meeting Minutes	
3.	Financial Statement, Resolution #24-25.052	Brett Yancey
4.	Personnel Report, Resolution #24-25.053	Dustin Reese
5.	Superintendent Evaluation Letter, Resolution #24-25.054	Chair De Graff
6.	Superintendent Contract Extension, Resolution #24-25.055	Chair De Graff

Chair De Graff asked for a motion to approve the Consent Agenda for May 12, 2025 as presented.

MOTION: ***Director Kohl moved, Director Light seconded the motion to pull items 5A.2, 5A.5 and 5A.6 from the Consent Agenda and approve Items 5A.1, 5A. 3, and 5A. 4.***

Director Kohl pulled Consent Agenda Item 2, April 28,2025 Special Meeting Minutes, wishing to suspend until OSBA finalizes the policies.

Director Light pulled Consent Agenda Item 5, The Superintendent Evaluation.

Director Kohl pulled Consent Agenda Item 6, The Superintendent Contract Extension and table it until the June 9th meeting.

Dustin Reese explained the need to extend the superintendent's contract without modifying other terms, due to ongoing bargaining with other employees.

The Board voted to approve the Superintendent's Evaluation Letter.

MOTION: ***Director Kohl moved, Director Quaas-Annsa seconded the motion to approve the Superintendent Evaluation Letter.***

Chair De Graff called for a roll call vote. Chair De Graff asked each Board member to indicate if they supported the motion in favor of approving the Consent Agenda Item 5, The Superintendent Evaluation Letter: Director Quaas-Annsa – Yes, Director Light – Yes, Director Kohl – Yes, and Director De Graff – Yes.

The motion passed, 4:0.

6. Discussion

A. Transportation Supplemental Plan Brett Yancey

Chief Financial Director Brett Yancey presented on the Springfield School District's Transportation Supplemental Plan, focusing on student safety and maximizing state reimbursements.

Topics Presented:

- The Plan updates new or relocated schools and considers safety improvements and hazards assessments.
- Net changes in transportation include 350 students living within walking distance of their school and 519 students potentially receiving district transportation.
- 98 students will lose eligibility due to improved safety conditions, and the Plan includes adjustments based on road safety, traffic volume, and environmental hazards.
- The installation of rapid flashing beacons at various schools was discussed, including Douglas, Mount Vernon, Stewart, Page, Maple, Two Rivers, and London Bridge.
- New sidewalk installations on 31st Street, 42nd Street, Long Avenue, and Hayden Bridge Road were mentioned.
- The new pedestrian crossing on Main Street at 66th Street and the traffic control signal at Thurston Road at 69th Street was highlighted.
- Additional improvements include ADA ramps at Hamilton on Moffat Lane and walking school bus routes on Harlow Road and 48th Street.
- Ongoing sidewalk and fill, and safety beacon projects on Main Street, 31st Street, Empire Parkway, and other locations.
- Data-driven assessment for walk safety zones will be maintained.
- Six students attending the school east of 28th Street will benefit from the improvements at Maple Elementary School.

- Nine students at Yolanda Elementary School will qualify for transportation, due to safety concerns.

The Board discussed the importance of Awareness campaigns and cooperation with local media, as well as communicating with the public potentially through the website, to educate drivers on the proper procedures around school buses and crossings. The possibility of pursuing stop-arm cameras on school buses, as well as seeking the School Board's assistance if needed was discussed. An updated Pedestrian Safety Plan will be submitted to the Oregon Department of Education (ODE) for approval.

7. Reports and Information

A. Superintendent Communication Superintendent Hamilton

Superintendent Hamilton shared:

- Updates on recent community gatherings, student initiatives, and Teacher and Nurse Appreciation Week.
- Student Voice leaders have identified areas of interest including safety and bullying, classroom engagement, and mental health.
- The upcoming Economic Forecast and its impact on the District's budget.
- District preparations for the end of the school year and the transition to the next year, with a focus on student success.
- The legislative progress and the upcoming economic forecast.
- With the approval of the Budget Committee's budget, the District is working to finalize the financial outlook.
- While managing multiple projects and initiatives, the District is focused on student success and community engagement.

B. Board Communication and Comments Chair De Graff

Director De Graff shared:

- Updates on the Springfield Education Foundation's (SEF) activities, including the fundraiser Night of 11,000 Stars and the Innovative Educator Grant Awards.
- The foundation has been busy planning events and supporting teachers through various initiatives and is always looking for volunteers.
- The upcoming Blue Fest and the involvement of United Way in donating books for young children.
- Has offered to provide to the Board more information on the Student Voice initiative and its impact on decision-making.

Director Light shared:

- Student success highlights from the District at the State Ensemble Festival.
- The process and importance of the Student Voice initiative.
- Thanked teachers and staff for their efforts and contributions to the District's success.

Director Kohl did not share.

Director Quaas-Annsa did not share.

8. NEXT MEETINGS

June 9, 2025 – Board Business Meeting at 7:00 PM
June 23, 2025 – Board Special Meeting at 5:30 PM

Chair De Graff thanked everyone for attending and gave a reminder of the next Board meeting on June 9th.

9. ADJOURNMENT

With no other business, Chair De Graff adjourned the meeting at 8:02 p.m.

(Minutes recorded by Trenay Ryan, LCOG)

RESOLUTION #24-25.056 **June 9, 2025**

SPRINGFIELD PUBLIC SCHOOLS
2024-2025 Revenue/Expenditure Forecast
As of May 31, 2025
****Please see attached report****

REVENUES:

- Both current year and prior year tax collections are projected for 100% collection. To date there has been approximately $31.79 million in current year tax revenue received and $287,707 in prior year tax revenue received. This report is based on the information received through the Lane County Tax and Assessment office.
- The district's most significant portion of revenue is the district's scheduled Basic School Support payments through the Oregon Department of Education. The district projects to receive approximately $88.69 million for the current year based on the higher of the 2023-24 or 2024-25 ADMw Currently the district is funded on the 2023-24 ADMw. This projection is provided by the Oregon Department of Education (updated 4/29/2025). As the district continues to realize a decline in enrollment, future year's State School Fund estimates may be impacted similarly. In addition to the State School Fund for the current year, the district also received the final reconciliation from the 2023-24 fiscal year, as well as high cost disability.
- The district is anticipating receiving approximately $190,000 in County School Funds. To date the district has not received anticipated funds.
- The district anticipated receiving approximately $1.24 million in Common School Funds. To date the district has received $1.41 of anticipated funds.

EXPENDITURES:

- Projected salary expenditures are based upon staff allocations adopted during the budgeting process and is estimated using actual and projected data (per previous year-end estimates). In an effort to offset anticipated budget reductions for 2025-26, the district is transitioning staffing expenses to grant funds with expiring balances at the end of the current fiscal year. The current projection of 91.82% expenditures for salary related items.
- Benefit amounts are based upon projected staffing expenditures and are directly tied to the salary assumptions and are currently anticipated to be 92.28% expended. This projection will change as the year advances, substitute employee costs are solidified and stipend positions continue to be filled during the spring season.
- The purchased services, supplies and capital outlay expenditure projections are based upon budgeted expenditures and anticipated to be

expended similar to past trends, which is projected to be 100% of budgeted appropriations.

- Other objects include the cost for property and liability insurance and is based upon premiums negotiated after the 2024-2025 adopted budget.
- Fund transfers allocated during the 2024-2025 budget process include $2.2 million (Co-Curricular Fund), $800,000 (Instructional Materials Fund), $800,000 (Technology Fund) and $890,842 (Debt Service Fund).

Additional Notes: For the 2024-2025 budget year the current estimate of ending fund balance is $20,301,705. Included in this number is the audited ending fund balance from the 2023-2024 fiscal year ($20,196,997).

Submitted by:

Brett M. Yancey
Chief Operations Officer

SPRINGFIELD SCHOOL DISTRICT 19
2024-2025 REVENUE/EXPENDITURE FORECAST
as of
5/31/25

	BUDGET	ACTUAL through 05/31/25	ESTIMATED from 05/31/25 to year end	PROJECTED 2024-2025	PROJECTED as % of BUDGET
REVENUES:					
Property taxes - current	32,435,783	31,786,364	649,419	32,435,783	100.00%
Property taxes - prior years	375,000	287,707	87,293	375,000	100.00%
Other local sources	850,000	2,436,089	100,000	2,536,089	298.36%
County School Fund	190,000	0	190,000	190,000	100.00%
State School Fund	88,974,235	88,685,487	0	88,685,487	99.68%
Common School Fund	1,237,062	1,491,900	0	1,491,900	120.60%
Total revenues	124,062,080	124,687,546	1,026,712	125,714,258	101.33%
Beginning fund balance	19,038,670	20,260,981	0	20,260,981	106.42%
Total Beginning fund balance	19,038,670	20,260,981	0	20,260,981	106.42%
Total resources	143,100,750	144,948,527	1,026,712	145,975,239	102.01%
EXPENDITURES:					
Personal services	72,574,717	54,372,290	12,262,580	66,634,870	91.82%
Employee benefits	39,292,023	29,516,213	6,744,239	36,260,452	92.28%
Purchased services	11,386,648	8,651,294	2,735,354	11,386,648	100.00%
Supplies & materials	4,064,299	3,318,469	745,830	4,064,299	100.00%
Capital outlay	1,138,590	421,324	717,266	1,138,590	100.00%
Other objects	1,539,222	1,602,542	0	1,602,542	104.11%
Fund transfers	4,690,842	4,690,842	0	4,690,842	100.00%
Total expenditures	134,686,341	102,572,974	23,205,269	125,778,243	93.39%
Unappropriated	7,614,409	0	0	0	-
Contingency	800,000	0	0	0	0.00%
Total appropriations	143,100,750	102,572,974	23,205,269	125,778,243	87.89%
Total resources		144,948,527	1,026,712	145,975,239	
Total appropriations		102,572,974	23,205,269	125,778,243	
Ending fund balance		42,375,553	(22,178,557)	20,196,997	
Less: contingency			0	0	
Net fund balance		42,375,553	(22,178,557)	20,196,997	

RESOLUTION #24-25.057 DATE: JUNE 09, 2025

PERSONNEL ACTION

RELEVANT DATA:

Each month the board of Directors is asked to approve personnel action involving licensed employees. Tonight the Board is being asked to approve the attached new hires, resignations, retirements, and leave of absence. If the Board of Directors would like to discuss any of these recommendations in executive session, in accordance with ORS 192.660(2)(f) Exempt Public Records, the employee should be identified by the number and it will be withdrawn pending further instruction from the Board. Dustin Reese is available for questions.

RECOMMENDATION:

It is recommended the Board of Directors approve the personnel action for licensed employees as reflected in this resolution and any addendum presented along with this resolution. Categories include:

- New Hires
- Resignations
- Retirements
- Leave of Absence

SUBMITTED BY:

Dustin Reese
Director of Human Resources

APPROVED BY:

Todd Hamilton
Superintendent

NO	NAME OR EMPLOYEE ID	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	NEW HIRES				
1	BARTRAM, NATALIE	PROBATIONARY 1	FT	08/26/2025	NEW HIRE
2	BERLIN, HOLDEN	PROBATIONARY 1	FT	08/26/2025	NEW HIRE
3	BLACKHART, KATHRYN	PROBATIONARY 1	FT	08/26/2025	NEW HIRE
4	COTTLE, BRADY	PROBATIONARY 1 ADMINISTRATOR	FT	07/01/2025	NEW HIRE
5	FINCHAM, NICOLE	PROBATIONARY 1	FT	08/26/2025	NEW HIRE
6	HALPAIN, TRINA	PROBATIONARY 2	FT	08/26/2025	TEMPORARY TO PROBATIONARY 2
7	KORICAN, MELINA	PROBATIONARY 1	FT	08/26/2025	NEW HIRE
8	LUNA, JACQUELINE	PROBATIONARY 1	FT	08/26/2025	NEW HIRE
9	SHERLEY, MADALYN	PROBATIONARY 1	FT	08/26/2025	NEW HIRE
10	SWEARENGIN, MICHAELA	PROBATIONARY 1	FT	08/26/2025	NEW HIRE
	RESIGNATIONS				
11	2861828	PROBATIONARY 1	FT	06/13/2025	RESIGNATION
12	1009729	CONTRACT TEACHER	FT	08/01/2025	RESIGNATION
13	2759241	PROBATIONARY 3	FT	06/13/2025	RESIGNATION
14	385484	CONTRACT TEACHER	PT	06/21/2025	RESIGNATION

15	393541	CONTRACT TEACHER	FT	07/01/2025	RESIGNATION
16	2861763	PROBATIONARY 1	FT	06/13/2025	RESIGNATION
17	2591456	PROBATIONARY 3	FT	06/16/2025	RESIGNATION
18	2906872	PROBATIONARY 1	FT	06/13/2025	RESIGNATION
19	2686058	PROBATIONARY 1	FT	06/30/2025	RESIGNATION
20	2026031	PROBATIONARY 3	FT	06/13/2025	RESIGNATION
	RETIREMENTS				
21	886610	CONTRACT TEACHER	FT	08/30/2025	RETIREMENT
22	1627864	CONTRACT TEACHER	FT	06/30/2025	RETIREMENT
	LEAVE OF ABSENCE				
23	1862154	CONTRACT TEACHER	FT	2025-2026	RESCINDED RESIGNATION; TAKING FULL-TIME LEAVE OF ABSENCE

RESOLUTION #24-25.058 DATE: JUNE 9, 2025

NUTRITION SERVICES
DAIRY PRODUCTS

RELEVANT DATA:

The Nutrition Services Dairy Products Bid took place in June of 2023 and established a price agreement with the option to renew annually through the 2025-26 school year.

This action will authorize District staff to exercise the contract renewal option to furnish dairy products for the Nutrition Services program for the 2025-26 school year.

RECOMMENDATION:

It is recommended that the Board of Directors award the dairy products contract to Umpqua Dairy Products Company for an estimated amount of $440,000.00 for the 2025-26 school year.

SUBMITTED BY:

Brett Yancey
Chief Operations Officer

APPROVED BY:

Todd Hamilton
Superintendent

RESOLUTION #24-25.059 DATE: JUNE 9, 2025

NUTRITION SERVICES
BAKERY PRODUCTS

RELEVANT DATA:

The Nutrition Services Bakery Products Bid took place in June of 2023 and established a price agreement with the option to renew annually through the 2025-26 school year.

This action will authorize District staff to exercise the contract renewal option to furnish bakery products for the Nutrition Services program for the 2025-26 school year.

RECOMMENDATION:

It is recommended that the Board of Directors award the bakery products contract to Franz Family Bakeries of Eugene for an estimated amount of $120,000.00 for the 2025-26 school year.

SUBMITTED BY:

Brett Yancey
Chief Operations Officer

APPROVED BY:

Todd Hamilton
Superintendent

RESOLUTION #24-25.060 DATE: JUNE 9, 2025

PURCHASE OF NUTRITION SERVICES SUPPLIES

RELEVANT DATA:

This bid was advertised on the Bend-La Pine School District web site and bid packets were distributed to vendors on the current bidders list. Bids meeting requirements were received by the Applegate Trail Child Nutrition Purchasing Group. This purchasing cooperative represents nutrition service programs in twenty-four (24) school districts. This solicitation establishes a price agreement for the 2025-26 school year and provides optional annual renewals through the 2026-2027 school year.

This action will authorize District staff to exercise the contract renewal option to furnish Frozen/ Perishable, Canned / Dry Goods, and Paper / Cleaning supplies for the Nutrition Services program for the 2025-26 school year.

Brett Yancey and Heather Murray will be available to answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors approve the purchase of Nutrition Services supplies from the following cooperative agreement for the estimated amount:

U.S. Foods, Rosemont, IL $900,000

SUBMITTED BY:

Brett Yancey
Chief Operations Officer

APPROVED BY:

Todd Hamilton
Superintendent

RESOLUTION #24-25.061 **DATE: JUNE 9, 2025**

NUTRITION SERVICES
FRESH PRODUCE PRODUCTS

RELEVANT DATA:

The Nutrition Services Produce Products Bid took place in June of 2024 and established a price agreement for the 2024-25 year with the option to renew annually through the 2028-29 school year.

This action will authorize District staff to exercise the contract renewal option to furnish produce products for the Nutrition Services program for the 2025-26 school year.

Brett Yancey will be available to answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors award the fresh produce products contract to Emerald Fruit & Produce of Eugene for an estimated amount of $375,000.

SUBMITTED BY:

Brett Yancey
Chief Operations Officer

APPROVED BY:

Todd Hamilton
Superintendent

RESOLUTION: #24-25.062 **JUNE 9, 2025**

2025 TRANSPORTATION SUPPLEMENTAL PLAN APPROVAL

Relevant Data:

In accordance with State law, the district is required to provide transportation for elementary students who reside more than one mile from school and for secondary school students who reside more than one and one-half miles from school. A district is also required to provide transportation for any student within these guidelines where specific health and safety concerns justify providing transportation. The state reimburses 70% of the approved cost for transportation. The funding rules require that districts provide a Supplemental Plan to be approved by the State Board of Education in order to receive this reimbursement for students who live closer than the prescribed distances to the school.

The district has previously submitted two supplemental plans to the State in the past; one in 1992 and one in 2013. Between 1992 and 2013, the district closed nine school sites, opened six others, and changed the attendance boundaries several times. In 2013, the plan was updated to reflect new or relocated schools (Maple Elementary, Mt. Vernon Elementary, Riverbend Elementary, Thurston Elementary, Two Rivers-Dos Ríos Elementary, and Agnes Stewart Middle School). Since that time, Hamlin Middle School has been built in the place of Moffitt Elementary School, and various Safe Routes to School related infrastructure updates have been made throughout the district. These updates have informed the proposed walk zone changes as safety and connectivity have improved.

The proposed supplemental plan was presented to the School Board on May 12, 2025. Since that meeting there have been no requests for additional information or questions presented.

RECOMMENDATION:

It is recommended that the Board of Directors approve the 2025 Transportation Supplemental Plan, as presented.

Submitted by:

Brett M. Yancey
Chief Operations Officer

Recommended by:

Todd Hamilton
Superintendent

Springfield
Public Schools

An Evaluation of Springfield School District #19 School Walk Zones and Supplemental Plan

Spring 2025 Update

Supplemental Plan prepared by:

Mike Schlosser, Operations & Transportation Manager
Jack Blashchishen, Safe Routes to School Coordinator
Aidan Austin, Temporary Safe Routes to School Coordinator
Christina Lundahl, Temporary Safe Routes to School Coordinator

EVALUATION OF WALKING AREAS
& PROPOSED SUPPLEMENTAL PLAN

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- I. Exception Page
- II. 2024-25 Current Map
- III. 202025-26 Proposed Map

5 - Douglas Gardens Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

6 - Guy Lee Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

7 - Maple Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

8 - Mt. Vernon Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

9 - Page Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

10 - Ridgeview Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

11 - Riverbend Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

EVALUATION OF WALKING AREAS
& PROPOSED SUPPLEMENTAL PLAN

12 - Thurston Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

13 - Two Rivers-Dos Ríos Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

14 - Walterville Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

15 - Yolanda Elementary
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

16 - Agnes Stewart Middle School
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

17 - Briggs Middle School
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

18 - Hamlin Middle School
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

19 - Thurston Middle School
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

20 - Springfield High Scho
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

21 - Thurston High School
- I. Exception Page
- II. 2024-25 Current Map
- III. 2025-26 Proposed Map

EVALUATION OF WALKING AREAS
& PROPOSED SUPPLEMENTAL PLAN

22 - Appendix A - OAR 581-023-0040 Approved Transportation Costs for Payment from the State School Fund

23 - Appendix B - Road Classification Map

24 - Appendix C - Evaluation for Walk Area Worksheet

25 - Appendix D - Walk Area Survey Results

26 - Appendix E - Springfield Walking and Biking Network Improvements Map

27 - Appendix F - Springfield Pedestrian and Bicycle Project Refinement Areas Map

Introduction

In accordance with State law, the district is required to provide transportation for elementary students who reside more than one mile from school and for secondary school students who reside more than 1.5 miles from school. A district is also required to provide transportation for any student within these 1 mile and 1.5 mile areas where specific health and safety concerns justify providing transportation.

The state reimburses 70% of the approved cost for transportation. The funding rules require that districts provide a Supplemental Plan to be approved by the State Board of Education in order to receive this reimbursement for students who live closer than the prescribed distances to the school. (See Appendix A for the text of Oregon Administrative Rule 581-023-0040 Approved Transportation Costs for Payments from the State School Fund.)

In July of 1992, Springfield School District No.19 submitted a Supplemental Plan to the state. It was approved by the State in August and the district was notified of approval in writing November 24, 1992. Between 1992 and 2013, the district closed nine school sites, opened six others, and changed the attendance boundaries several times.

In 2013, the plan was updated to reflect new or relocated schools (Maple, Mt. Vernon, Riverbend, Thurston, and Two Rivers-Dos Ríos Elementary, and Agnes Stewart Middle School). Since then, Hamlin Middle School has been built in the place of Moffitt Elementary School, and various Safe Routes to School related infrastructure updates have been made throughout the district. These updates have informed the proposed walk zone changes as safety and connectivity have improved.

For the current 2024/2025 school year, there are 3,850 students who live within the walking area of their local school. Currently, 617 of these students are eligible for district-provided transportation within the walk boundaries.

This proposed 2025/26 Supplemental Plan will allow reimbursement for approximately 519 students and eliminate transportation for approximately 98 students within the district's various walk boundaries.

General Recommendations

The following recommendations are intended to add to the overall value of this plan, and are non-specific to any one school or area within the district:

1. When possible, draw non-eligible walk zones along streets rather than cutting through property lines. This would increase clarity determining transportation eligibility for families and limit potential contestation of non-eligible zones borders.
2. Clarify the conditions of district procedure prohibiting students from crossing streets of 3 lanes or more. At present, this applies to limiting how many lanes a student may be expected to cross to reach a bus stop. Determining if this procedure applies to students within potential walk zones would create opportunities for a wider range of recommendations.
3. Prioritize projects set forth by *PL2126: Walk and Roll Springfield* and *P41074: Springfield Bicycle & Pedestrian Project Refinement.*

Methodology

A point system, based upon a format used by other districts throughout the state, was developed to allow objective decision making on roadways throughout our district. This system assigns points to the following hazard criteria as outlined below:

1. SAFETY ALONG RAOD

This is the condition, size, and quality of the area usable for students to walk on the road in question. Google Earth's digital measuring tool or in-person evaluation was used to measure from the edge of the lane to the edge of the available walk space. This could be a bike lane or a dirt surface. Points vary from 0-15 with 0 points being a raised sidewalk on both sides of the street, and 15 points being a little to no walk space as restricted by ditches, culverts, or vegetation.

2. VOLUME OF TRAFFIC:

A vehicle count was taken for the road in question over a minimum of a 15 minute period. The total count of vehicles divided by the number of minutes that the road was observed to determine the average vehicle count per minute. This took place within one hour prior to the start of school. Points vary from 0 for less than five cars per minute to 5 points for 25 or more cars per minute.

3. AVERAGE VEHICLE SPEED:

A radar gun was used for a minimum of 15 minutes to determine the average vehicle speed for the road in question. We also documented the actual posted speed of the road in question. Radar was done within an hour prior to the start of school when children would be walking on the road in question. Points vary from 0 for less than 25 MPH to 7 points for 55 MPH or more.

4. TYPE OF STREET

The type of street was noted per the Springfield Road Classification Map, see Appendix B. Points vary from 0 for Local and 7 for a Major Arterial.

5. WIDTH OF ROAD:

The points varied from 0 to 6, with 0 points given to a width of less than 16' and 6 points given to a width of over 45'. We measured from fog line or edge of road, (not including the shoulder of the road, when there was no fog line) to fog line.

6. LCOG CRASH DATA:

Lane Council of Governments maintains a publicly available map of Lane County traffic crashes containing data from 2007-2022. Beyond exact location and date of the crash, the map includes involvement of pedestrian/cyclists, vehicle movement, and crash severity. While assigning points based on concentration of crashes at a suspected hazard location, property damage was excluded. Points vary from 0 for no crashes to 10 for four or more crashes.

7. CROSSING SAFETY:

A visual assessment was taken of hazard location to determine the frequency and quality of crossing locations. For the purposes of evaluation, an "enhanced crossing" is a marked crosswalk or traffic signaled controlled crossing depending on the type of street. Points vary from 0 for enhanced crossings at every intersection to 5 for enhanced crossings further than every quarter mile.

8. OTHER CONDITIONS:

The points varied from 1 to 5 with 5 indicating a high risk. This includes specific identifiable items not covered elsewhere on the evaluation. For example: lack of school zone signage, unmarked crosswalks across minor arterials in the walk area, secluded or isolated areas, lack of lighting along path, terrain features blocking eyeline, or heavy commercial traffic in the area.

Hazard Formula

The hazard threshold is established by adding the mean from the hazard criteria, (above) numbers 1 through 8, to get a score of 26.5 points. The methodology for number 8 is only used for additional hazards not covered by numbers 1 through 7 and is not part of establishing the base for the hazard threshold.

The hazard threshold for elementary students is 27 points. A score of 27.5 points or more automatically establishes a hazard area for elementary students.

For middle and high school students, the hazard threshold is 33.5 points. (An additional 6 points is allowed for middle and high school students). A score of 34 points and above automatically establishes a hazard area for middle and high school students.

See Appendix C for a copy of the worksheet used for the walk zone evaluations and Appendix D for scores.

Summary for Increase / Decrease in Transported Students by School

	Students in Walk Area	Students Currently Transported in Walk Area	Students Proposed to Transport in Walk Area	Net Increase/ Decrease in Riders	Number of Students Gaining Transportation	Number of Students Losing Transportation
Elementary Schools						
Centennial	235	73	73	0	0	0
Douglas Gardens	122	32	32	0	0	0
Page	160	0	0	0	0	0
Guy Lee	244	132	132	0	0	0
Maple	195	0	6	+6	+6	0
Mt. Vernon	79	54	25	-29	0	-29
Ridgeview	200	36	36	0	0	0
Riverbend	146	6	3	-3	0	-3
Thurston	144	40	23	-17	0	-17
Two Rivers	297	66	66	0	0	0
Walterville	15	15	15	0	0	0
Yolanda	119	11	9	-2	+3	-5
Middle Schools						
Agnes Stewart	170	6	6	0	0	0
Briggs	164	3	0	-3	0	-3
Hamlin	340	7	0	-7	0	-7
Thurston	246	29	1	-28	0	-28
High Schools						
Springfield	467	5	0	-5	0	-5
Thurston	507	102	92	-10	0	-10

Springfield School District 19

Code: EEA
Adopted: 10/22/12
Revised/Readopted: 6/24/19; 11/12/24
Orig. Code(s): EEA

Student Transportation Services

School transportation services will be provided for students to and from school and for transporting students to and from curricular and extracurricular activities sponsored by the district, for transporting from one school or facility to another, and for approved school-sponsored field trips that are extensions of classroom learning experiences. Transportation will be provided for students experiencing homelessness to and from the student's school of origin[1] as required by the Every Student Succeeds Act (ESSA). Services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the Board.

Elementary students (grades K-5) who live more than one mile from school will be transported. Secondary students (grades 6-12) who live more than one and one-half miles from school will be transported. Mileage exceptions for health, safety or disability will be made in accordance with the district's approved supplemental plan.

Miles from school will be determined by the transportation supervisor in accordance with Oregon Administrative Rule (OAR) 581-023-0040 (1)(e).

The district may use Type 10 Vehicles to transport students from home to school, school to home, and from district-sponsored activities.

The district may also provide transportation using federal funds[2] or through cooperative agreements with local victims assistance units for a student to attend a safe district school[3] out of the student's attendance area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous.

If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement.

Students attending any private, parochial or public charter school under the compulsory school attendance laws will, where the private, parochial or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students.

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[1] "School of origin" means the school that a student attended when permanently housed or the school in which the student was last enrolled. When the student has completed the final grade served by the school of origin, the term "school of origin" shall include the designated receiving school at the next grade level for all feeder schools.

[2] "Federal funds" means funds available through Title IV, Part A, and Title V, Part A.

[3] If there is not another school in the district to which students can transfer, districts are encouraged, but not required, to explore other appropriate options, i.e., an agreement with a neighboring district.

Transportation will be provided for students whose parent or guardian voluntarily placed the child outside the child's home with a public or private agency and who is living in a licensed, certified or approved substitute care program, and whose residency is established pursuant to Oregon Revised Statute (ORS) 339.134.

Preschool students with disabilities who have transportation as a related service and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation. A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Oregon Department of Transportation under Oregon Revised Statute (ORS) 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until they are four feet nine inches tall or age eight and the adult belt properly fits.[4] A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles in excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus or school activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus or vehicle driver to the supervisor. The transportation supervisor will, as soon as possible, inform the appropriate principal of such occurrence. Violators may be denied use of transportation for a period of time as deemed proper by the principal and/or transportation supervisor.

The principal or designee shall ensure transportation officials and drivers receive notification of students having special medical or behavioral protocols identified in student records.

Appropriate training related to specific protocols, including confidentiality requirements, will be provided to drivers.

Aides or assistants that ride a school bus shall receive training on emergency procedures and their role in the safe transportation of all students on the bus.

The school bus or vehicle driver will be responsible for the school bus or vehicle at all times from departure until return. The driver will not participate in any activities that might impair their driving abilities.

The district will comply with all state and federal laws and regulations pertaining to school bus transportation.

END OF POLICY

[4] "Proper fit" means the lap belt of the safety belt or safety harness is positioned low across the thighs and the shoulder belt is positioned over the collarbone and away from the neck.

Legal Reference(s):

ORS 327.006
ORS 327.033
ORS 327.043
ORS 332.405
ORS 332.415
ORS 339.240 - 339.250
ORS 343.155 - 343.246
ORS 343.533
ORS 811.210
ORS 811.215
ORS 815.055
ORS 815.080
ORS 820.100 - 820.190

OAR 581-021-0050 - 0075
OAR 581-022-2345
OAR 581-023-0040
OAR 581-053-0002
OAR 581-053-0003
OAR 581-053-0004
OAR 581-053-0010
OAR 581-053-0031
OAR 581-053-0040
OAR 581-053-0053
OAR 581-053-0060
OAR 581-053-0070
OAR 581-053-0210
OAR 581-053-0220
OAR 581-053-0230
OAR 581-053-0240
OAR 735-102-0010

Senate Bill 905 (2019)

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6315, 7912 (2018).
McKinney-Vento Homeless Assistance Act, 42 U.S.C. §§ 11431-11435 (2012).

Cross Reference(s):

ECAC - District Video Surveillance
EEAC - School Bus Safety Program
EEACC - Student Conduct on School Buses

Centennial Elementary School

Centennial Elementary School is located at 1315 Aspen St. in Springfield, Oregon serving students grades K-5. The student population at Centennial is approximately 345 students.

Douglas Gardens Elementary School

Douglas Gardens Elementary School is located at 3680 Jasper Road in Springfield, Oregon serving students grades K-5. The student population at Douglas Gardens is approximately 293 students.

Guy Lee Elementary School

Guy Lee Elementary School is located at 755 Harlow Road in Springfield, Oregon serving students grades K-5. The student population at Guy Lee is approximately 346 students.

Maple Elementary School

Maple Elementary School is located at 2109 J Street in Springfield, Oregon serving students grades K-5. The student population at Maple is approximately 297 students.

Mt. Vernon Elementary School

Mt. Vernon Elementary School is located at 935 Filbert Lane in Springfield, Oregon serving students grades K-5. The student population at Mt. Vernon is approximately 348 students.

Page Elementary School

Page Elementary School is located at 1300 Hayden Bridge Road in Springfield, Oregon serving students grades K-5. The student population at Page is approximately 290 students.

Ridgeview Elementary School

Ridgeview Elementary School is located at 526 66th Street in Springfield, Oregon serving students grades K-5. The student population at Ridgeview is approximately 369 students.

Riverbend Elementary School

Riverbend Elementary School is located at 320 51st Street in Springfield, Oregon serving students grades K-5. The student population at Riverbend is approximately 427 students.

Thurston Elementary School

Thurston Elementary School is located at 7345 Thurston Road in Springfield, Oregon serving students grades K-5. The student population at Thurston is approximately 357 students.

Two Rivers-Dos Ríos Elementary School

Two Rivers-Dos Ríos Elementary School is located at 1084 G Street in Springfield, Oregon serving students grades K-5. The student population at Two Rivers-Dos Ríos is approximately 382 students.

Walterville Elementary School

Walterville Elementary School is located at 40589 McKenzie Hwy in Springfield, Oregon serving students grades K-5. The student population at Walterville is approximately 172 students.

Yolanda Elementary School

Yolanda Elementary School is located at 2350 Yolanda Avenue in Springfield, Oregon serving students grades K-5. The student population at Yolanda is approximately 363 students.

Agnes Stewart Middle School

Agnes Stewart Middle School is located at 900 S. 32nd Street in Springfield, Oregon serving students grades 6-8. The student population at Agnes Stewart is approximately 460 students.

Briggs Middle School

Briggs Middle School is located at 2355 Yolanda Avenue in Springfield, Oregon serving students grades 6-8. The student population at Briggs is approximately 413 students.

Hamlin Middle School

Hamlin Middle School is located at 326 Centennial Boulevard in Springfield, Oregon serving students grades 6-8. The student population at Hamlin is approximately 585 students.

Thurston Middle School

Thurston Middle School is located at 6300 Thurston Road in Springfield, Oregon serving students grades 6-8. The student population at Thurston is approximately 517 students.

Springfield High School

Springfield High School is located at 875 7th Street in Springfield, Oregon serving students grades 9-12. The student population at Springfield High is approximately 1205 students.

Thurston High School

Thurston High School is located at 333 58th Street in Springfield, Oregon serving students grades 9-12. The student population at Thurston High is approximately 1212 students.

Centennial Elementary School

Centennial is located at 1315 Aspen Street in Springfield, Oregon serving students grades K-5.

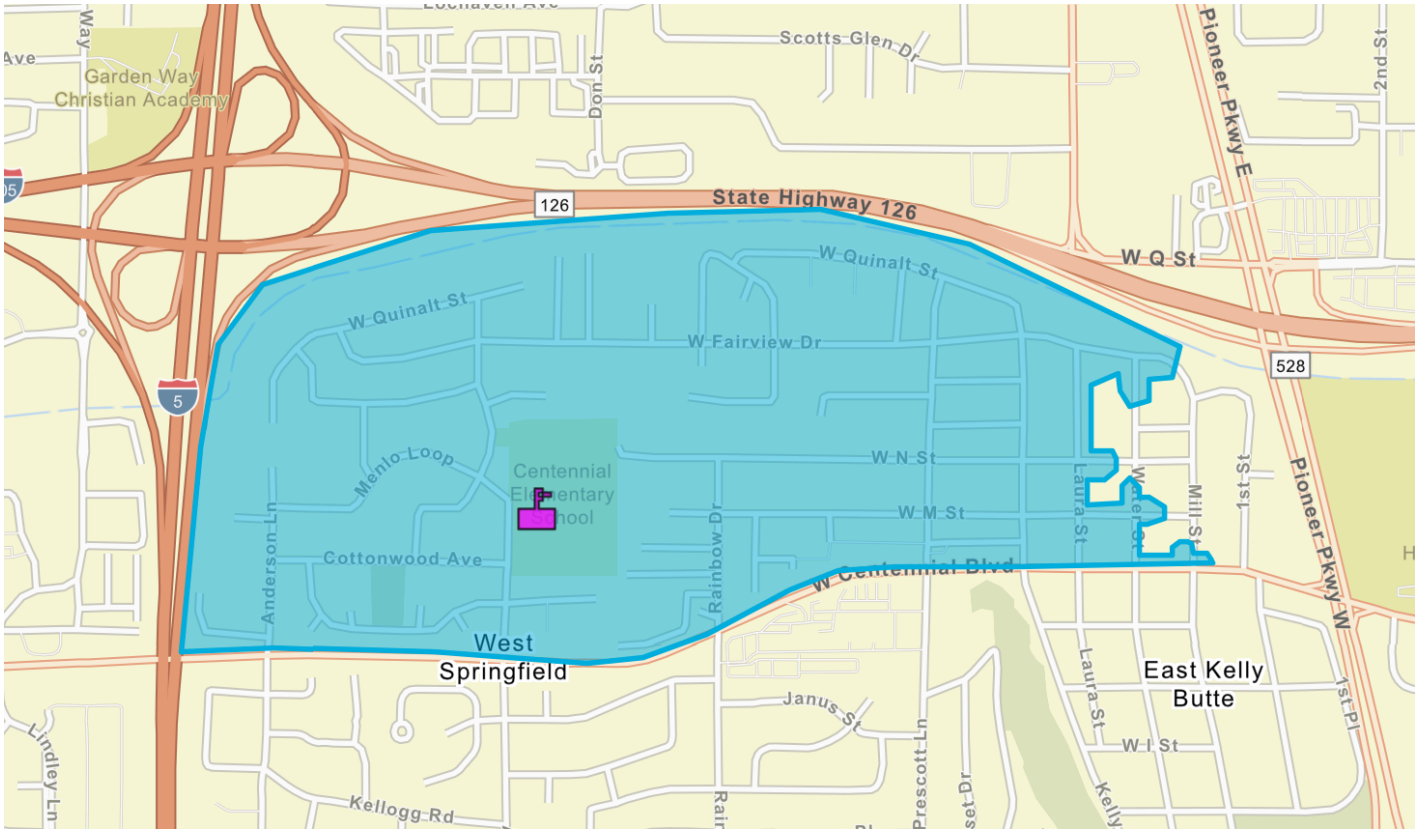
School Summary
Total Students: 345
Total Walkers: 162

Students currently transported within 1.0 mile Walk Zone:
1. South of Centennial Boulevard: 73

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

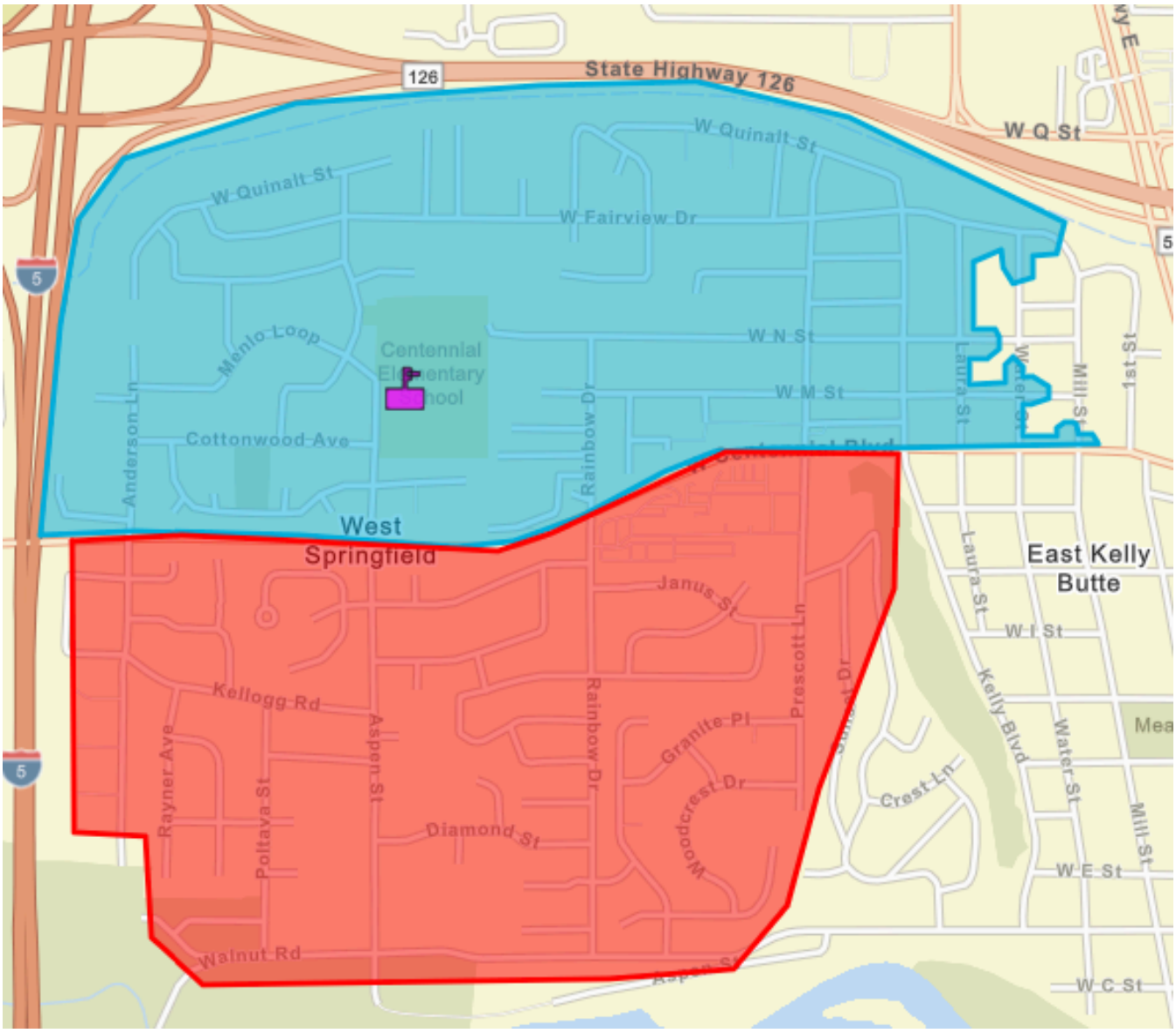
Centennial Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 73
Students Proposed to Transport: 73
Net Increase / Decrease in Riders: 0

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Centennial Elementary School (cont'd)

2. ***Areas shaded in red are unsafe due to traffic volume and speed making for unsafe crossings at Centennial Blvd. Students will continue to be transported under the proposed plan.***



Recommendations for future improvements:

1. **Short term: Provide safety patrol crossing guards along Centennial Blvd. at Aspen Street, Rainbow Drive, and Prescott Lane as well as enhanced crosswalks.**
2. **Long term: Re-allocate lanes on Centennial to match traffic configuration on MLK Jr. Blvd., which would allow for safer passage along/across Centennial Blvd. Additionally, add School Speed Zone on Centennial Blvd.**

Douglas Gardens Elementary School

Douglas Gardens is located at 3680 Jasper Road in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 293
Total Walkers: 90

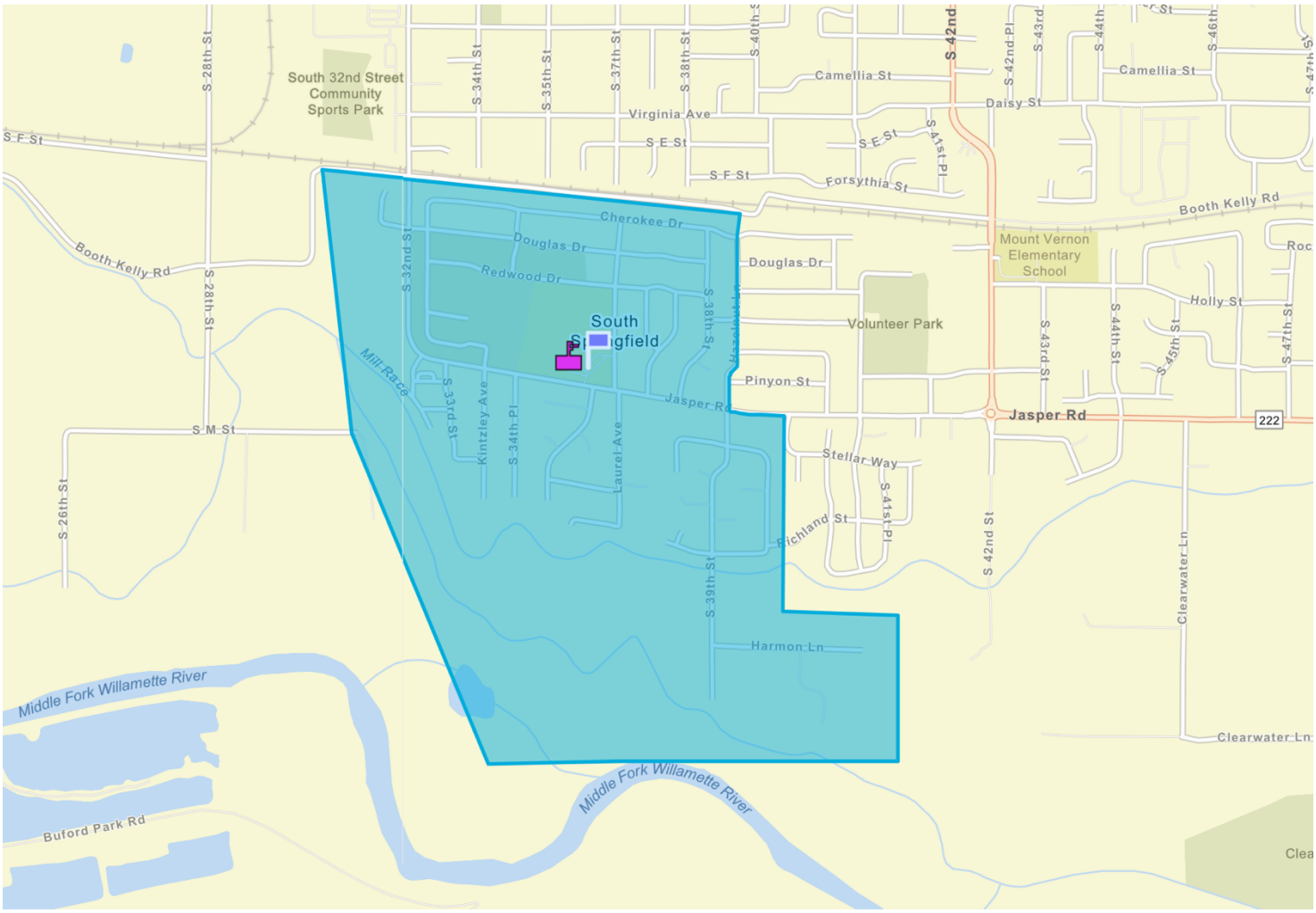
Students currently transported within 1.0 mile Walk Zone:
1. North of Union Pacific Railroad tracks: 32

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
None

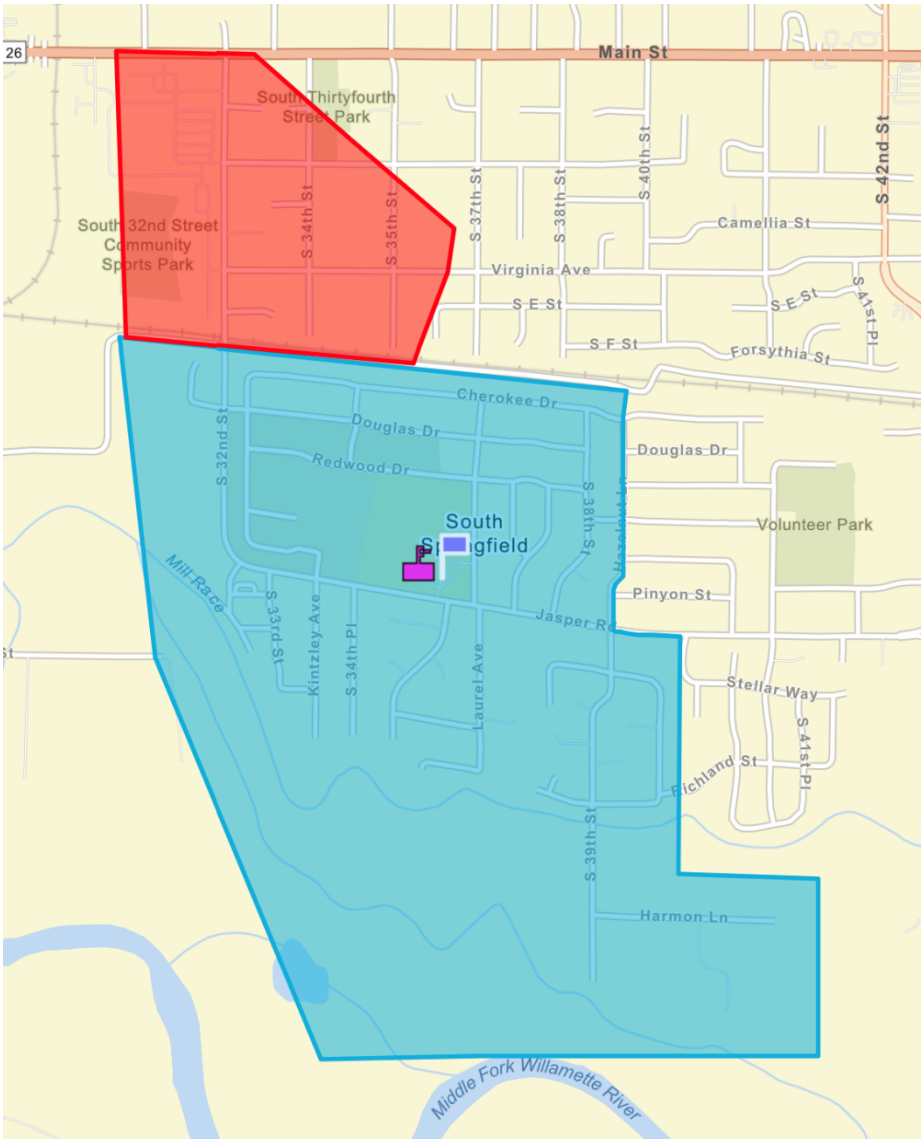
Douglas Gardens School Walk Zone Summary:
Students Currently Eligible for transportation: 32
Students Proposed to Transport: 0
Net Increase / Decrease in Riders: 0

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Douglas Gardens Elementary School (cont'd)

2. ***Indicated in red, the railroad tracks on 32nd Street create unsafe conditions where students will continue to be transported under plan.***



Recommendations for future improvements:

1. **Provide enhanced railroad crossing with bike/ped bridge over crossing.**
2. **Complete P21196 – Walking-Biking Network Improvements: Sidewalk installation on S.37th Street on the east side of Douglas Gardens School (Redwood Drive to Jasper Road).**
3. **Sidewalk installation on S.37th Street on the east side of Douglas Gardens School (Redwood Drive to Jasper Road).**
4. **Complete P21160 – Bicycle Corridor on Virginia Ave: S 32nd Street to S 42nd Street**

Improvements completed since last update:

1. **Installed Rapid Flashing Beacons (safety signals) at**
    a. **The crosswalk on Jasper Road near entrance to school.**
    b. **Near the entrance of Agnes Stewart Middle School.**

Elizabeth Page Elementary School

Elizabeth Page is located at 1300 Hayden Bridge Road in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 290
Total Walkers: 160

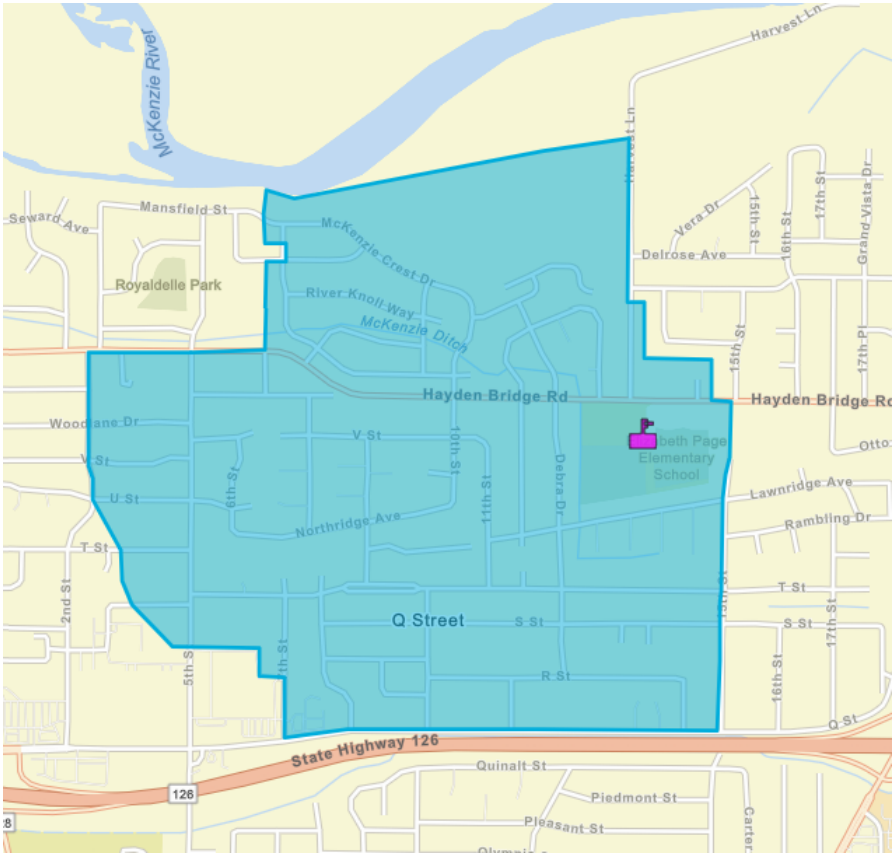
Students currently transported within 1.0 mile Walk Zone:
None

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
None

Elizabeth Page Elementary School Walk Zone Summary:
Students Currently Transported: 0
Students Proposed to Transport: 0
Net Increase / Decrease in Riders: 0

1. Existing Walk Zone Boundary



Recommendations for future improvements:
None

Improvements completed since last update:
1. Rapid Flashing Beacon crossing 5th St at EWEB Path.

Guy Lee Elementary School

Guy Lee is located at 755 Harlow Road in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 346
Total Walkers: 110

Students currently transported within 1.0 mile Walk Zone:

1. North of Harlow Road: 132

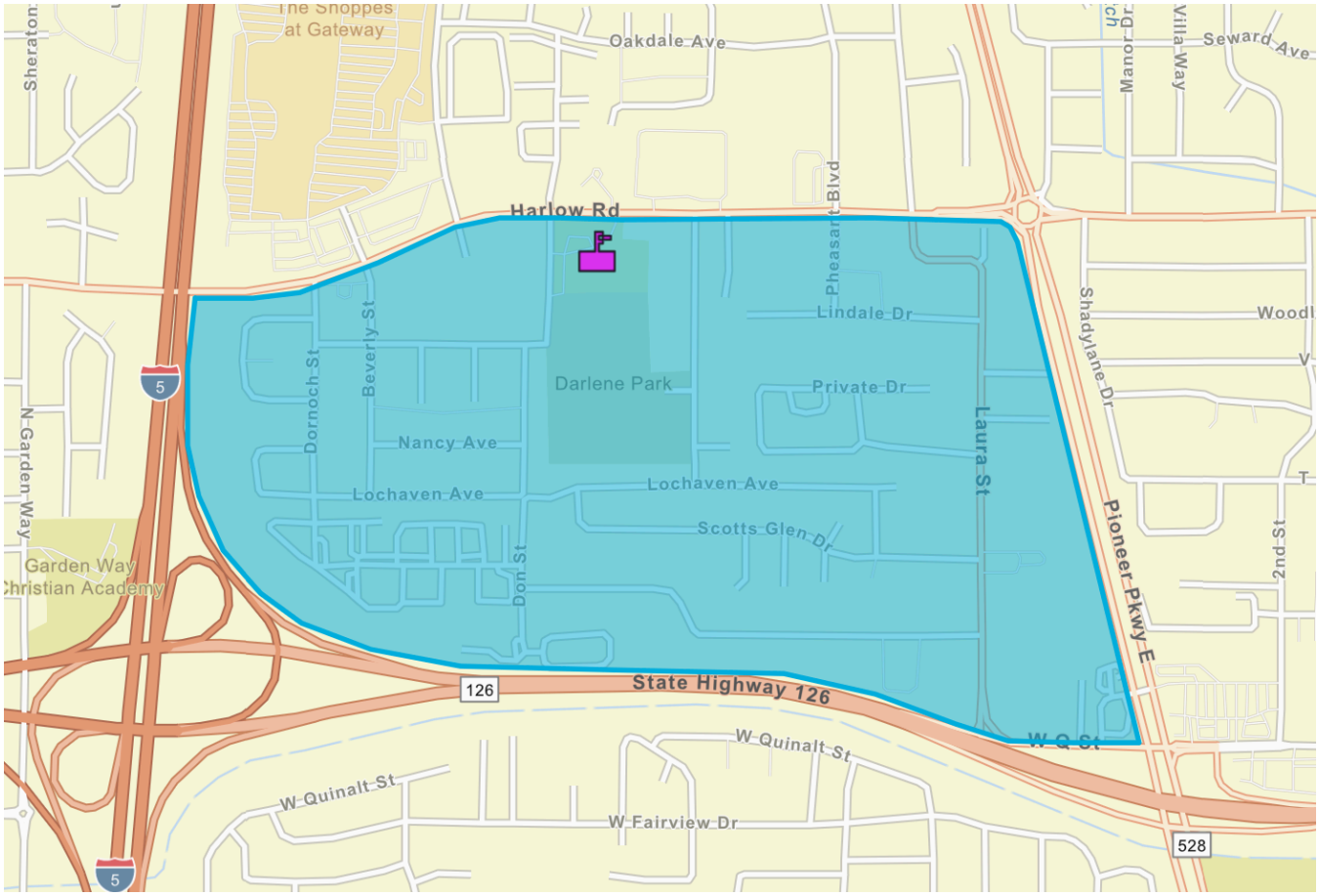
Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:

1. East of Laura St: 2

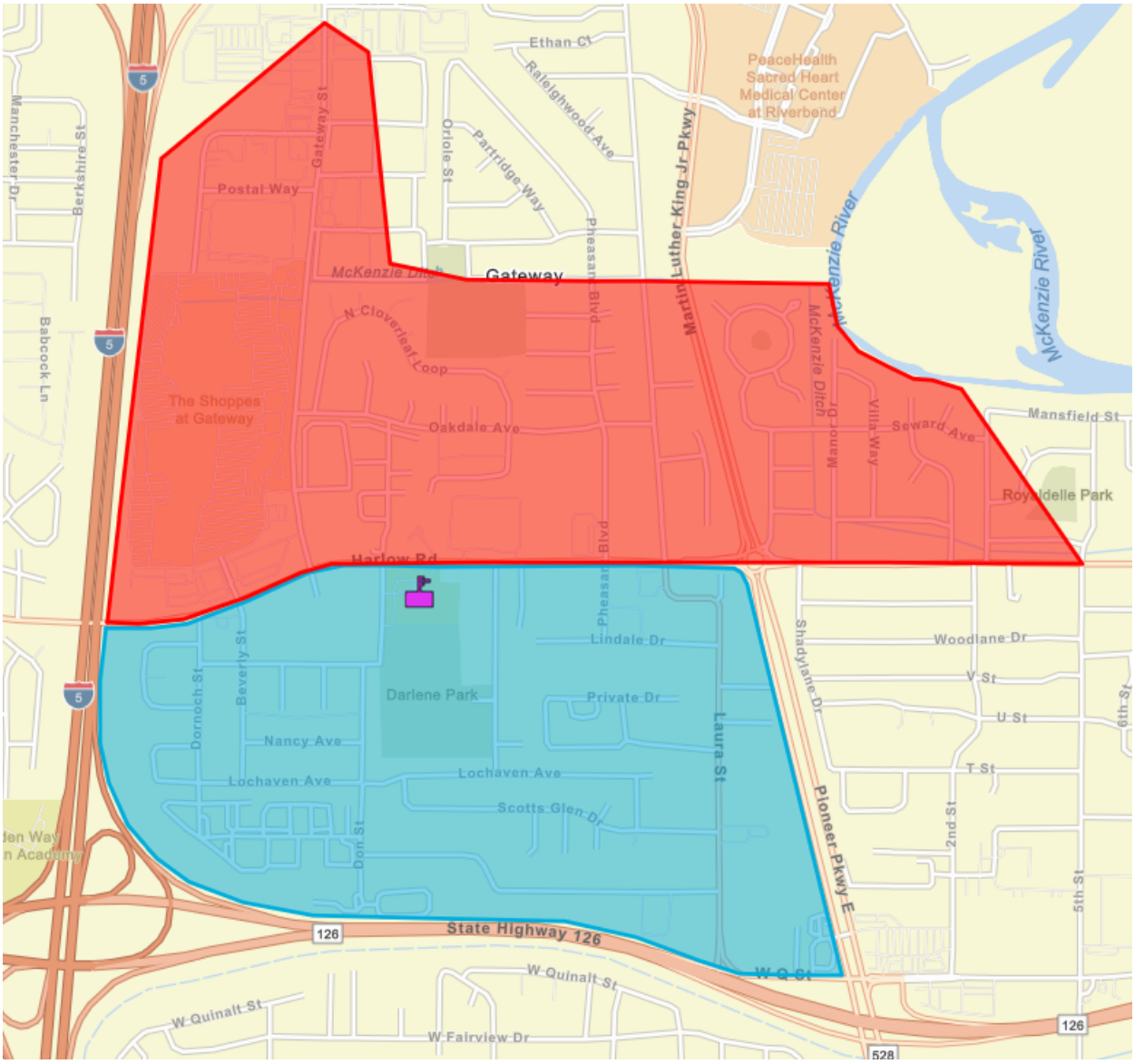
Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
None

Guy Lee Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 132
Students Proposed to Transport: 132
Net Increase / Decrease in Riders: 0

1. ***Existing Walk Zone Boundary from 2016 Supplemental Plan Update***



2. ***Areas shaded in red will continue to be transported due to unsafe conditions preventing crossings along Harlow Road such as large volumes of traffic violating school speed zone and frequent crashes.***



Recommendations for future improvements:

5. **Long term: Re-allocate lanes on Harlow Road to match traffic configuration of Harlow W of I-5 (in City of Eugene), which would allow for safer passage along/across Harlow Road**
6. **Improve pedestrian connectivity in neighborhoods around the school to connect to Lindale Dr, mobile home parks off Laura Street, and neighborhoods of Oakdale Ave.**
7. **Currently in progress**
8. **Complete P21196 – Walking-Biking Network Improvements: sidewalk extension on Darlene Ave. from Beverly Street to Hartman Ave.**

Improvements completed since last update:

1. **Creation of a walking school bus north of Harlow Road**

Maple Elementary School

Maple is located at 2109 J Street in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 297
Total Walkers: 195

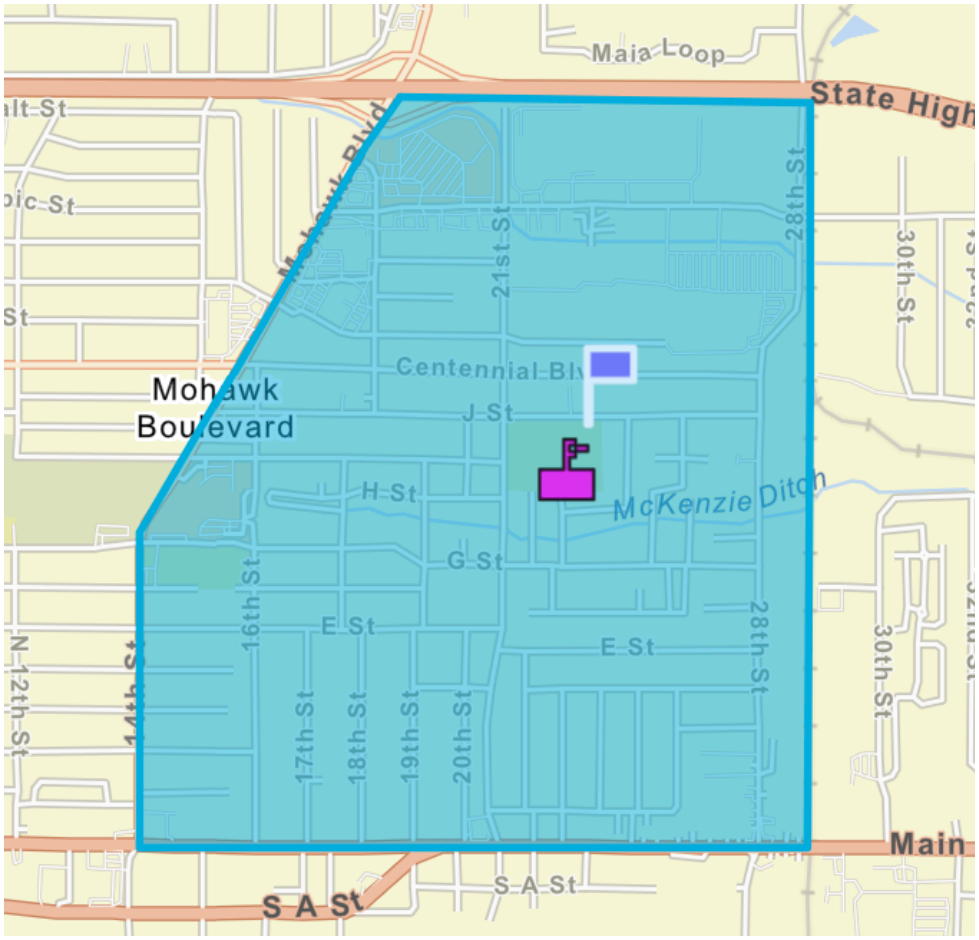
Students currently transported within 1.0 mile Walk Zone:
None

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
1. East of 28th Street: 6

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
None

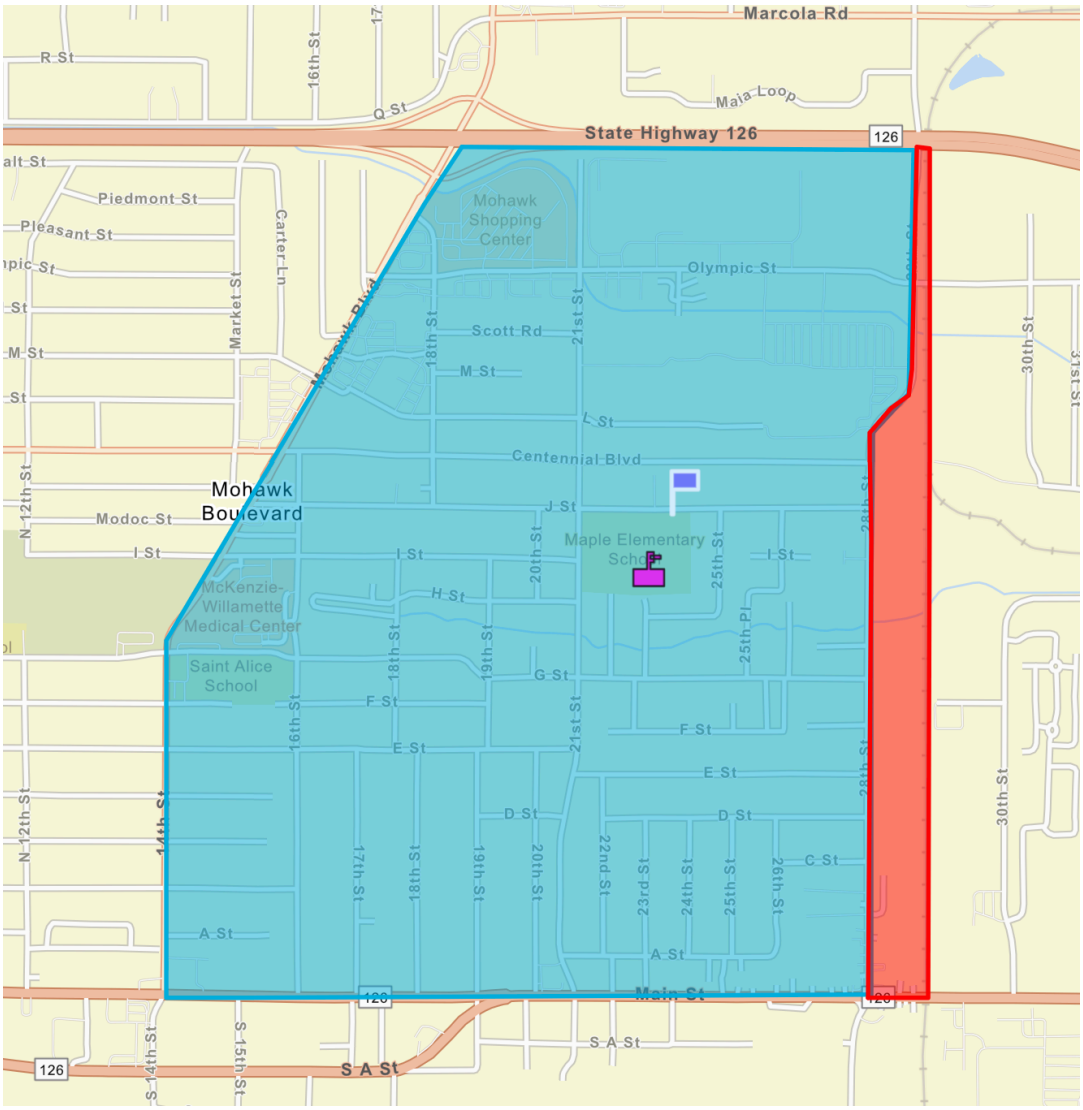
Maple Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 0
Students Proposed to Transport: 6
Net Increase / Decrease in Riders: +6

1. Existing Walk Zone Boundary



Maple Elementary School (cont'd)

2. ***Areas in red will become eligible for transportation due to high speed, lack of safe pedestrian crossings, and industrial traffic along 28th Street.***



Recommendations for further improvements:

1. **Add enhanced crossings along 28th Street near G and J Streets.**

Improvements completed since last update:

1. **Rapid Flashing Beacon and curb extensions on 21st near school entrance**

Mt. Vernon Elementary School

Mt. Vernon is located at 935 Filbert Lane in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 348
Total Walkers: 25

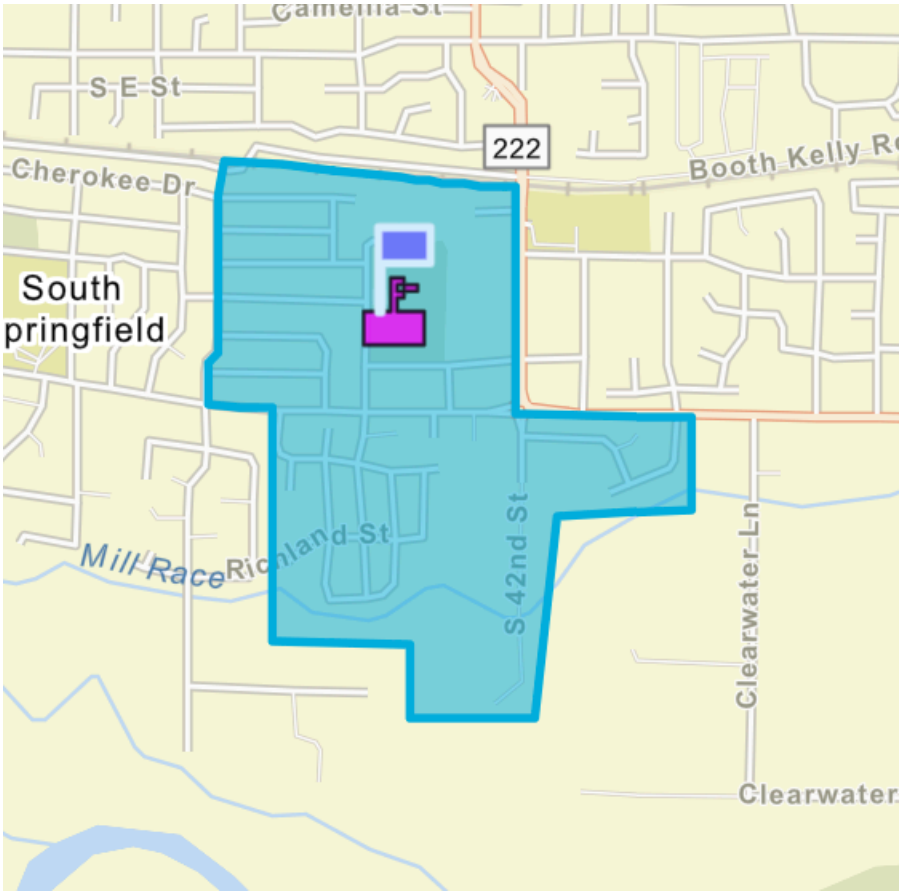
Students currently transported within 1.0 mile Walk Zone:
1. North of Union Pacific Railroad tracks and east of 42nd Street: 21
2. East of 42nd Street from Jasper Road to the Railroad tracks: 29
3. South of Jasper Road and East of Dixie Drive: 4

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
1. East of 42nd Street from Jasper Road to the Railroad tracks: 29

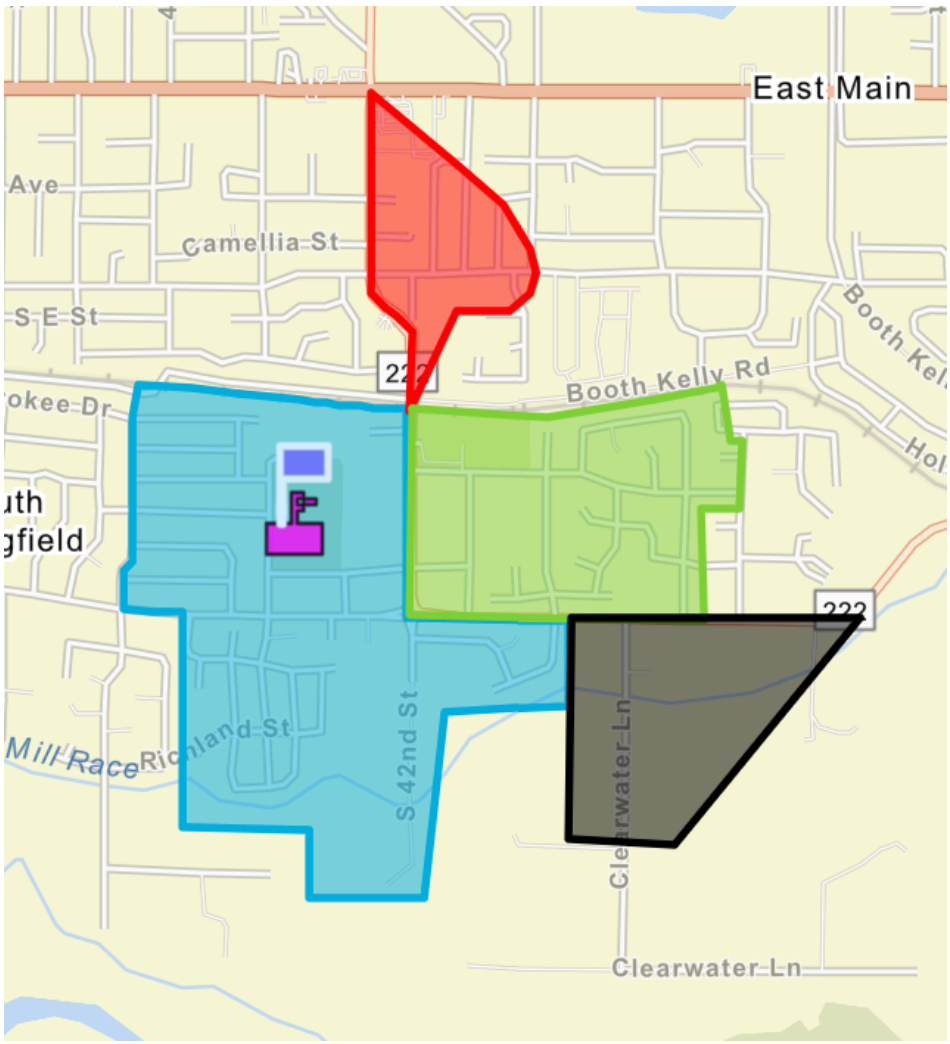
Mt. Vernon Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 54
Students Proposed to Transport: 25
Net Increase / Decrease in Riders: -29

1. Existing Walk Zone Boundary



Mt. Vernon Elementary School (cont'd)

2. ***Areas shaded in red represent unsafe conditions due to railroad tracks. Students in these areas will continue to be transported.***
3. ***Areas in black will continue to be transported due to unsafe conditions due to lack of sidewalks and high speeds along Jasper Road.***
4. ***Areas shaded in green will no longer be transported in the proposed plan due to Rapid Flashing safety signals and sidewalks being added since the 2013 study, making 42nd at Mt. Vernon safe to traverse.***



Recommendations for future improvements:

1. **Complete sidewalks gaps on Jasper Road from 42nd Street east to 47th Street.**
2. **Employ crossing guards at 42nd and Mt. Vernon Road for additional traffic calming.**

Improvements completed since last update:

1. **Installed Rapid Flashing beacons**
   - **on 42nd Street at Mt. Vernon Road.**
   - **on Jasper Road at 41Street**

Ridgeview Elementary School

Ridgeview is located at 526 66th Street in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 369
Total Walkers: 164

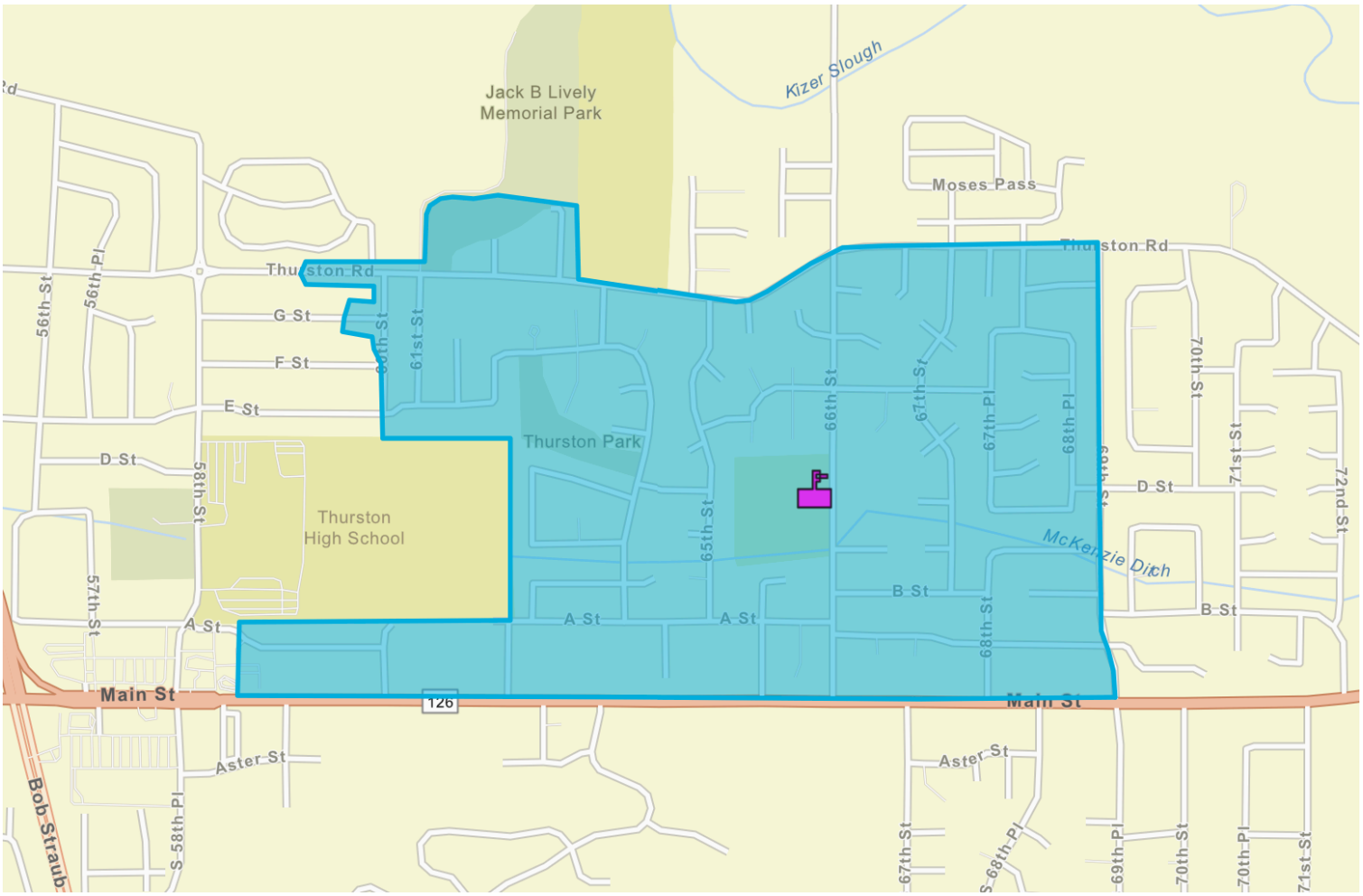
Students currently transported within 1.0 mile Walk Zone:
1. South side of Main Street: 36

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
None

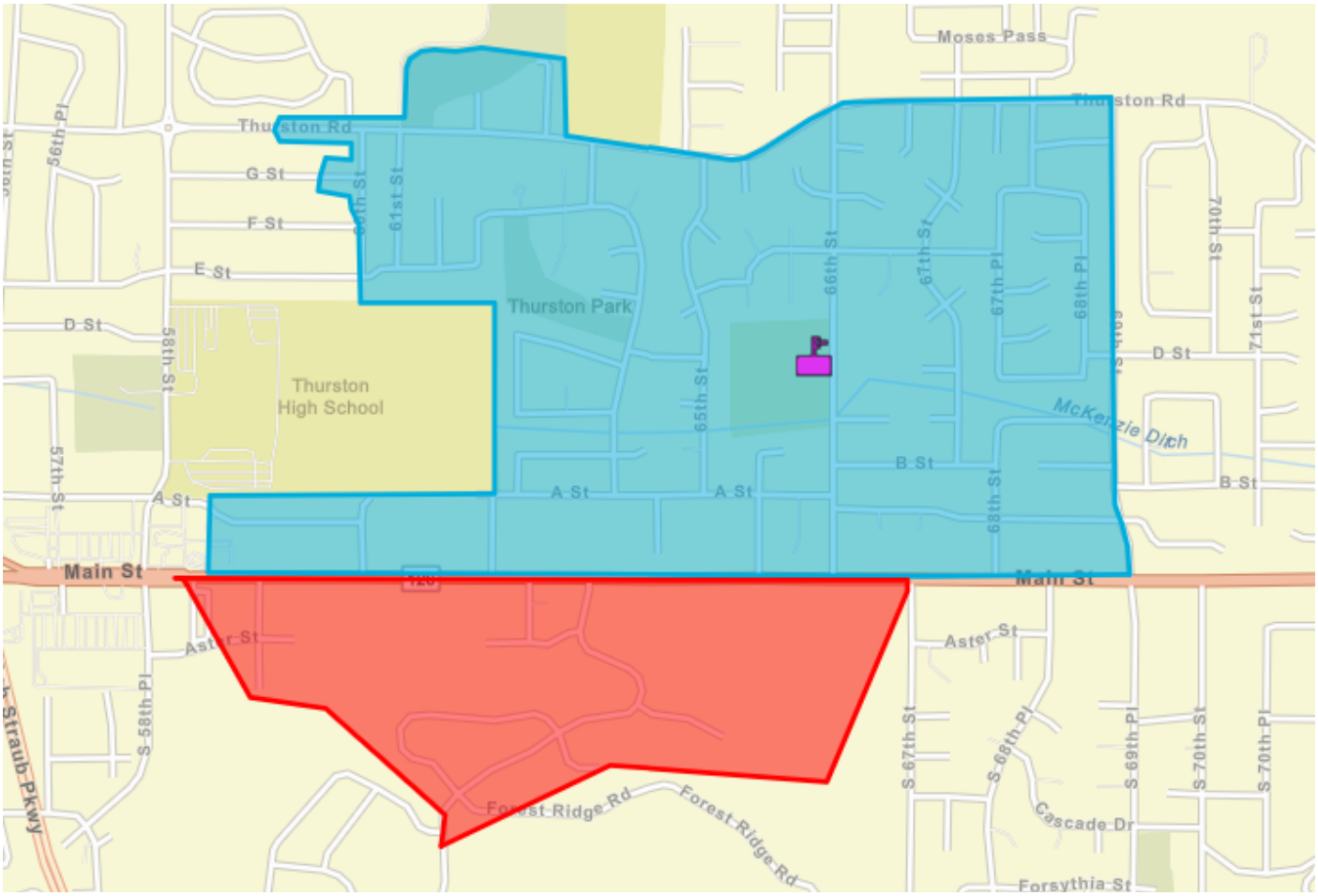
Ridgeview Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 36
Students Proposed to Transport: 36
Net Increase / Decrease in Riders: 0

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Ridgeview Elementary School (cont'd)

2. Areas shaded in red south of Main Street represent unsafe crossings for students and will continue to be transported in the proposed plan.



Recommendations for further improvements:

1. **Due to safety concerns, district policy prohibits a large concentration of Ridgeview Elementary Students from crossing Main Street in Thurston. More safety improvements are needed along Main Street to prevent excessive speeding and crashes.**

Improvements completed since last update:

1. **Pedestrian Hybrid Beacon crosswalk with pedestrian refuge island on Main E of 66th.**
2. **Rapid Flashing Beacon and curb extension on Thurston Road near Thurston Middle School.**

Riverbend Elementary School

Riverbend is located at 320 51st Street in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 427
Total Walkers: 140

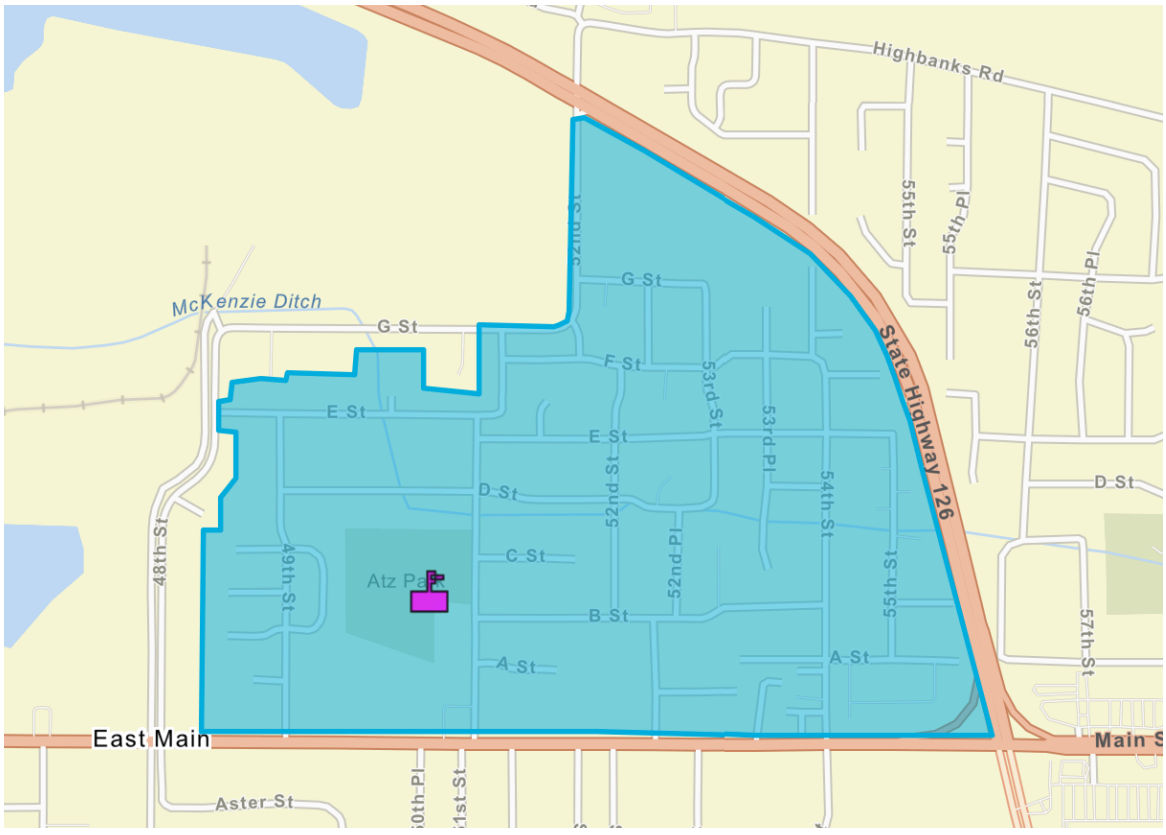
Students currently transported within 1.0 mile Walk Zone:
1. Residences feeding to 48th Street: 2
2. Residences feeding to G Street: 4

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
1. Redraw walk zone to capture Eastridge Park development, which does not feed out to G Street: -3

Riverbend Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 6
Students Proposed to Transport: 3
Net Increase / Decrease in Riders: -3

1. Existing Walk Zone Boundary

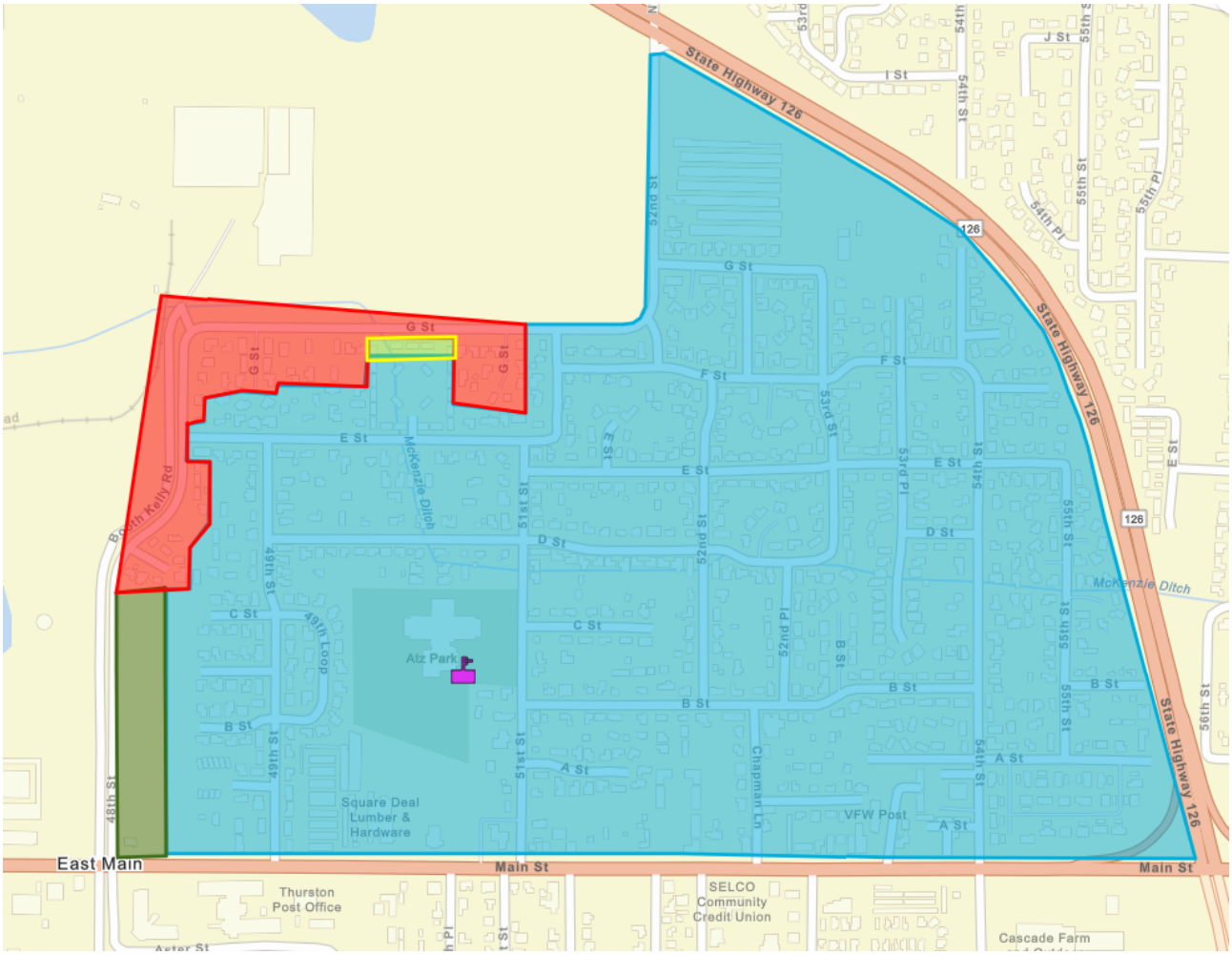


Riverbend Elementary School (cont'd)

2. Due to blind corners, no sidewalks and industrial traffic, residences in red that feed out onto 48th Street and G Street are unsafe for students to walk and will continue to be transported under proposed plan.

3. Areas shaded in light green (and highlighted) do not feed to G Street and will no longer receive transportation.

4. Areas shaded in dark green represent the site of a new residential development off 48th Street. The east side of this development is connected to the local street grid at A, B, Beaver, and C Streets, and will not receive transportation.



Recommendations for further improvements:

1. **Install sidewalks along 48th Street (N. of apartments) and along G Street**
   - ***Aster St-High Banks Rd Multi-Use path (TSP Project #PB-55 - in early design phase) will likely install sidewalks along these streets.***

Improvements completed since last update:

1. **Raised Crosswalk at Atz Park near school entrance.**
2. **Residential development improving walkability to/along section of 48th Street**

Thurston Elementary School

Thurston is located at 7345 Thurston Road in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 357
Total Walkers: 104

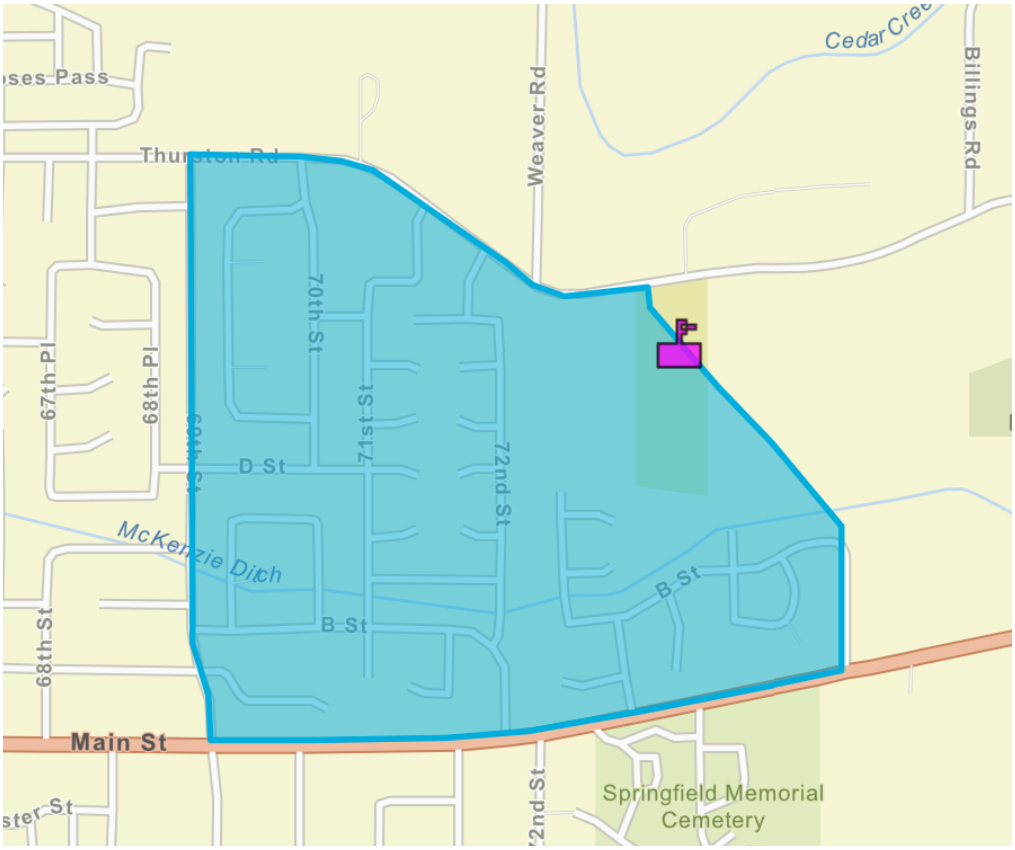
Students currently transported within 1.0 mile Walk Zone:
1. North of Thurston Road and West of 69th: 17
2. South of Main Street: 20
3. East of School on Thurston Road: 3

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
1. North of Thurston Road, West of 69th: 17

Thurston Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 40
Students Proposed to Transport: 23
Net Increase / Decrease in Riders: -17

1. Existing Walk Zone Boundary from 2013 Supplemental Plan

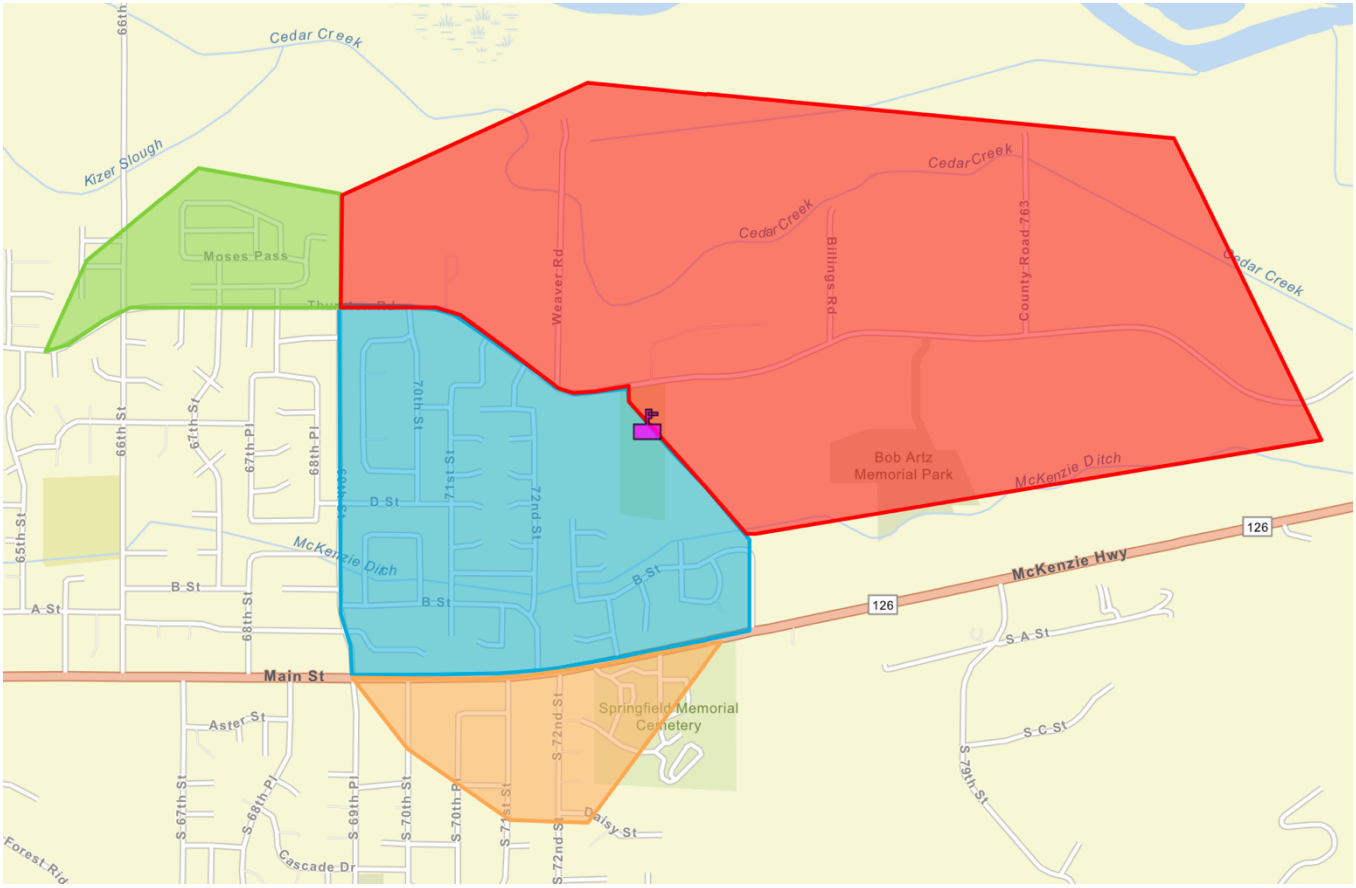


Thurston Elementary School (cont'd)

2. ***Areas shaded in orange south of Main Street will continue to be transported due to district policy and safety concerns for Elementary students crossing Main Street in Thurston.***

3. ***Areas shaded in red are unsafe due to rural roads with high speeds and no sidewalks and will continue to be transported under proposed plan.***

4. ***Areas shaded in green are currently transported but will no longer require transportation under the proposed plan due to the installation of a Rapid Flashing Beacon at 69th and Thurston Road.***



Recommendations for further improvements:

1. **Due to safety concerns, district policy prohibits Thurston Elementary Students from crossing Main Street More safety improvements are needed along Main Street to prevent excessive speeding and crashes.**
2. **Install pedestrian hybrid beacon along Main Street at 72nd Street**

Improvements completed since last update:

1. **Pedestrian Hybrid Beacon on Thurston Road at 69th Street**

Two Rivers/Dos Ríos Elementary School

Two Rivers/Dos Ríos is located at 1084 G Street in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 382
Total Walkers: 231

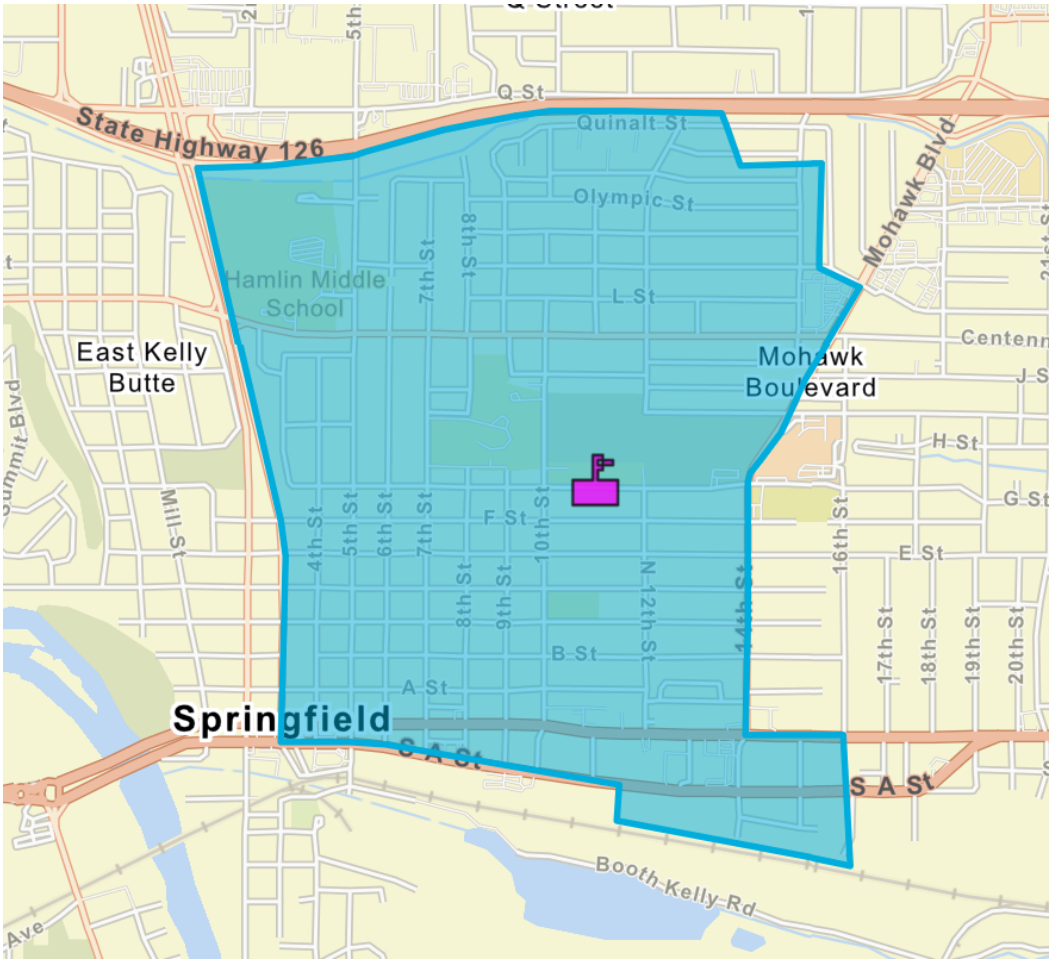
Students currently transported within 1.0 mile Walk Zone:
1. West of Mohawk Boulevard: 25
2. West of Pioneer Parkway West: 41

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
None

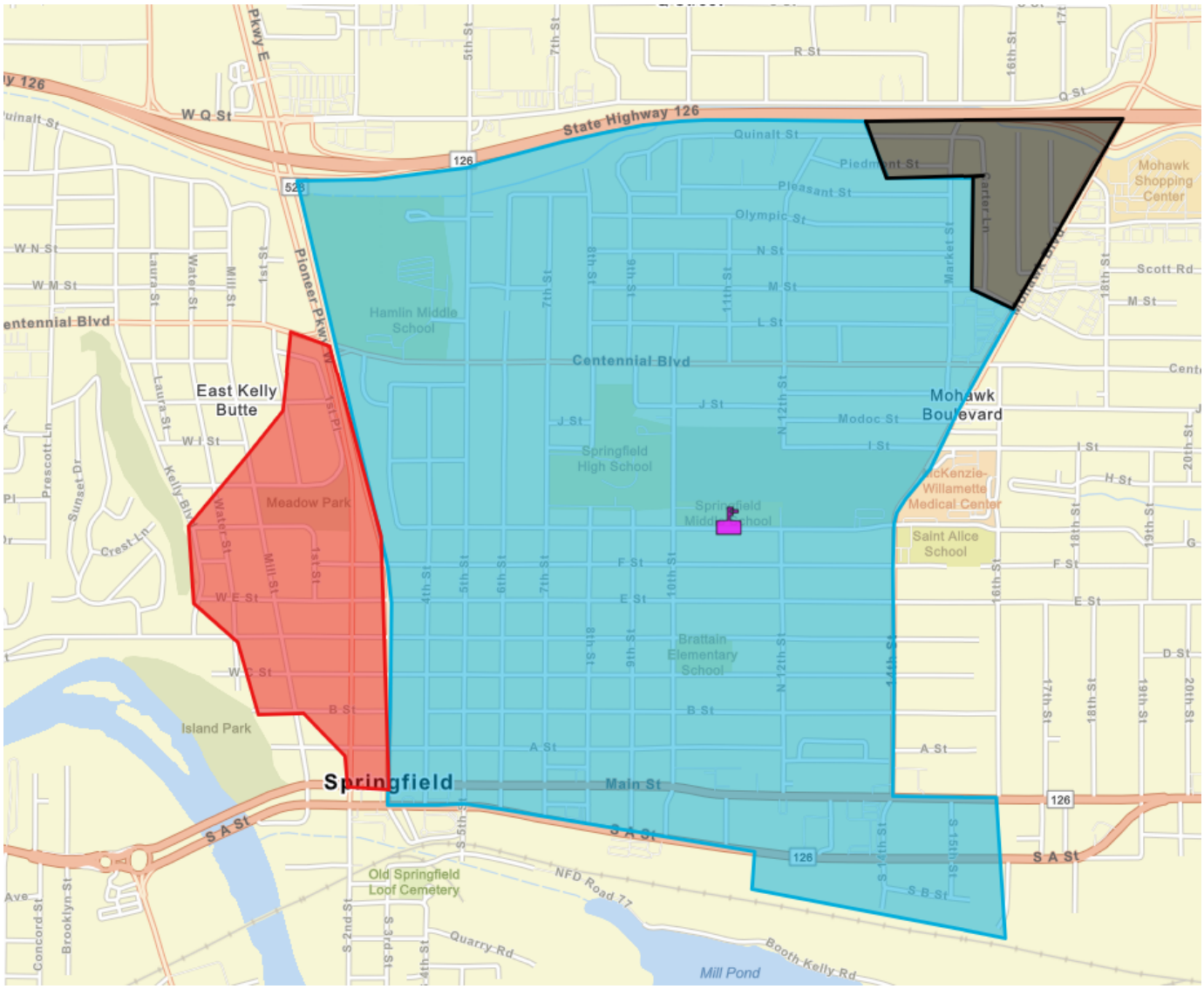
Two Rivers / Dos Ríos School Walk Zone Summary:
Students Currently Eligible for transportation: 66
Students Proposed to Transport: 66
Net Increase / Decrease in Riders: 0

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Two Rivers/Dos Ríos Elementary School (cont'd)

2. ***Areas shaded in red west of Pioneer Parkway will continue to be transported due to several high-speed intersections.***
3. ***Areas in black will continue to be transported due to unsafe conditions walking along Mohawk Blvd.***



Recommendations for further improvements:

1. **Due to much higher speeds recorded above the posted speed, major safety improvements along Pioneer Pkwy. are recommended including safety pedestrian crossing signals or traffic signals at D, E and F Streets due to large concentrations of students residing in those areas.**
2. **Connect Carter Lane to 16th and 17th Street**

Improvements completed since last update:

1. **Raised crosswalk on G Street near entrance to school.**
2. **ADA Ramps and crosswalk markings on 5th Street at Moffitt Lane**

Walterville Elementary School

Walterville is located at 40589 McKenzie Hwy in Springfield, Oregon serving students grades K-5.

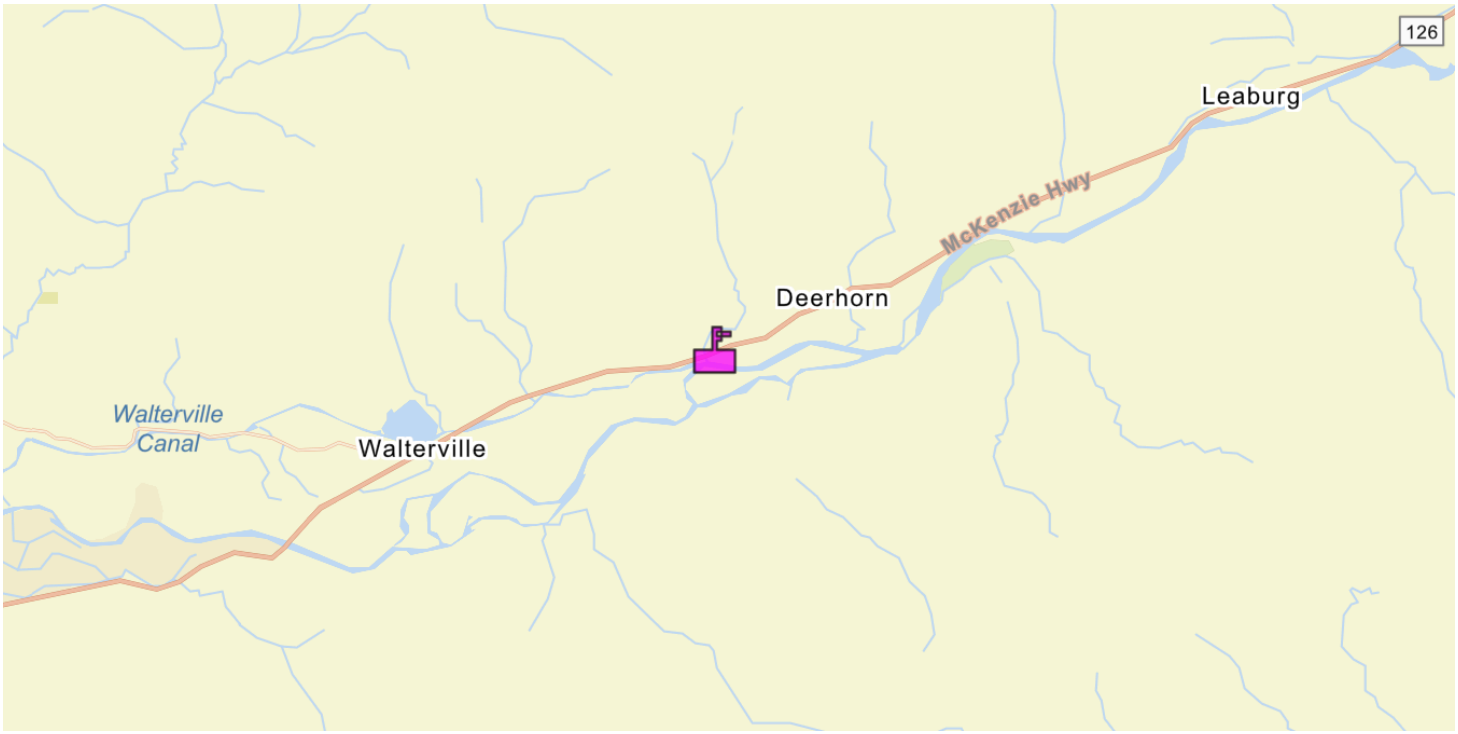
School Summary
Total Students: 172
Total Walkers: 0

Students currently transported within 1.0 mile Walk Zone:
1. Rural area: 15

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
None

Walterville Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 15
Students Proposed to Transport: 15
Net Increase / Decrease in Riders: 0



Recommendations for further improvement:

1. **District policy requires all students residing in the walk zone of Walterville Elementary School to be eligible for transportation due to unsafe conditions traversing McKenzie Hwy. Work with Oregon Department of Transportation to provide a safe walking path along McKenzie Hwy within a mile of the school as a condition of changing this policy.**

Yolanda Elementary School

Yolanda is located at 2350 Yolanda Avenue in Springfield, Oregon serving students grades K-5.

School Summary
Total Students: 420
Total Walkers: 108

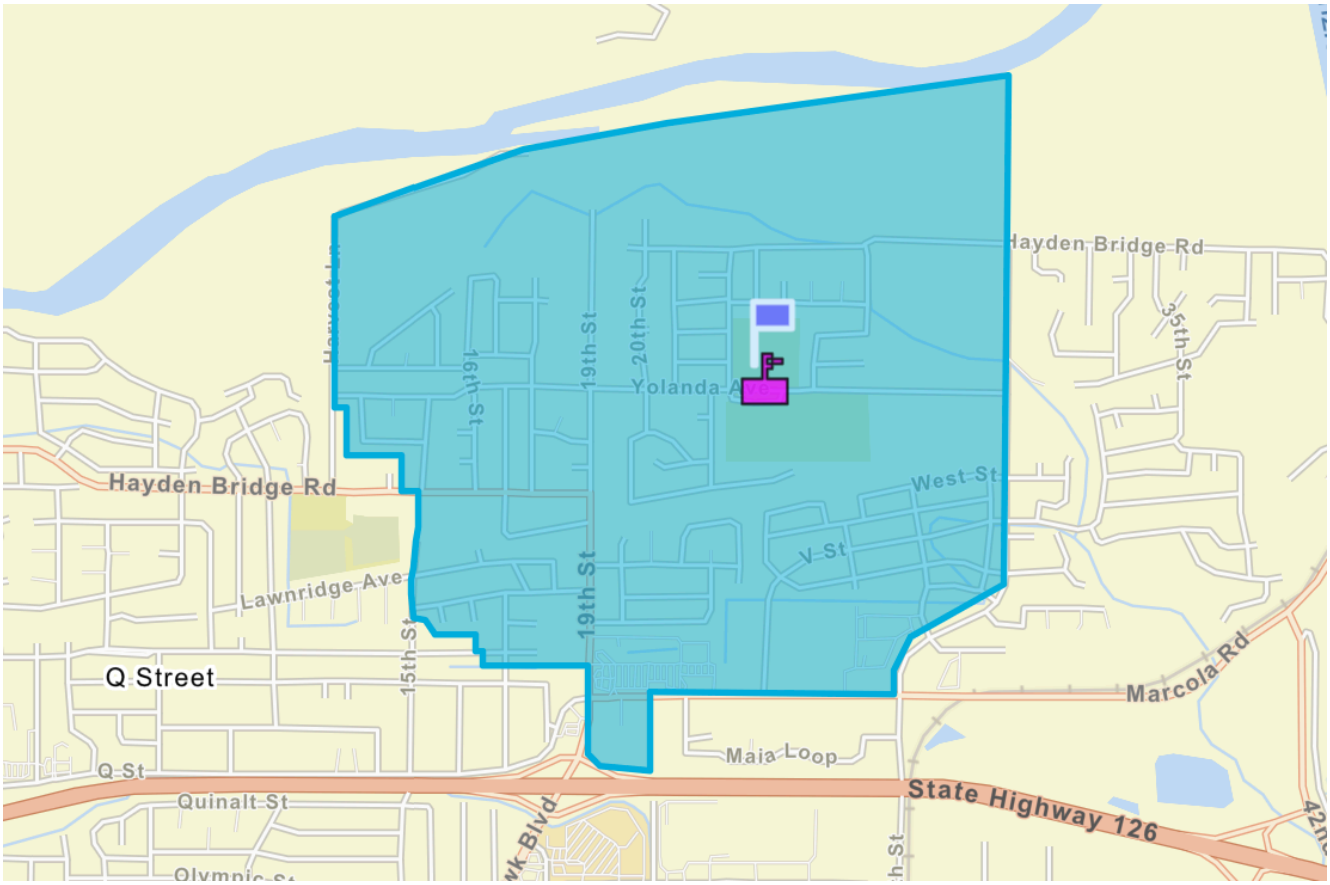
Students currently transported within 1.0 mile Walk Zone:
1. East of 31st Street, South of EWEB Path: 5
2. East of 31st Street, North of EWEB Path: 4
3. South of Marcola Road and East of 22nd: 2

Number of students to become eligible for district-provided transportation within 1.0 mile Walk Zone:
1. South of Marcola Road and West of 22nd: 3

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
1. East of 31st Street S of EWEB Path: 5

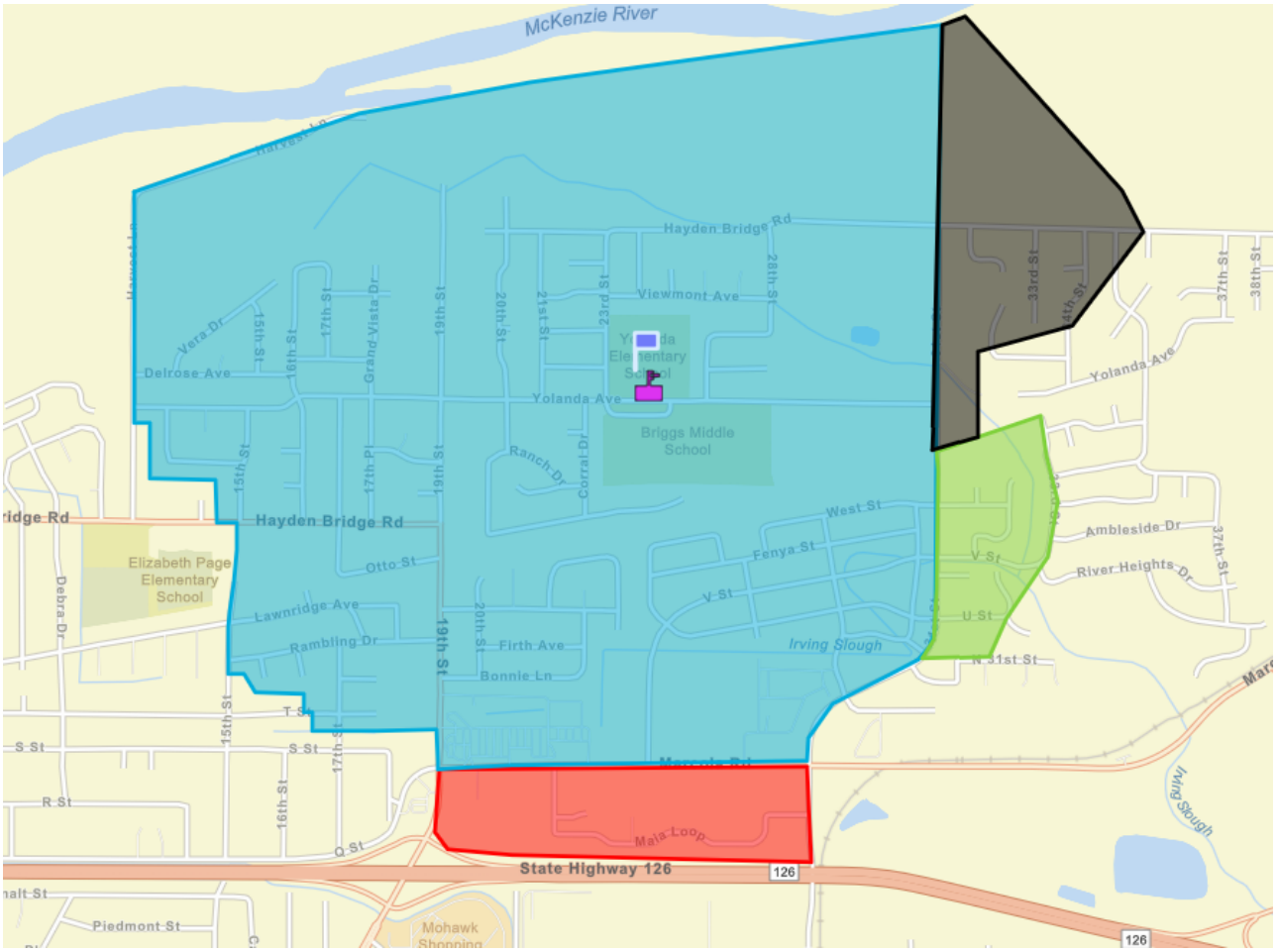
Yolanda Elementary School Walk Zone Summary:
Students Currently Eligible for transportation: 11
Students Proposed to Transport: 9
Net Increase / Decrease in Riders: -2

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Yolanda Elementary School (cont'd)

2. ***Areas shaded in red will be transported due to unsafe conditions crossing Marcola Road.***
3. ***Areas shaded in black are unsafe due to lack of sidewalks and traffic along 31st N of EWEB path and will continue to be transported.***
4. ***Areas shaded in green represent areas east of 31 st Street south of EWEB path which will no longer be transported due to improved pedestrian crossings and new sidewalks.***



Recommendations for further improvement:

1. **Add sidewalks and safe crossings north of EWEB Path on E 31st Street**
2. **Add sidewalks on Yolanda Ave. E of 28th Street**
3. **Add sidewalks along Hayden Bridge Road**
4. **Add sidewalks along 23rd Street near school.**
5. **Enhanced crossings along Marcola Road**

Improvements completed since last update:

1. **Rapid Flashing Beacons at 19th and 31st Street EWEB Path Crossings.**

Agnes Stewart Middle School

Agnes Stewart is located at 900 S. 32nd Street in Springfield, Oregon serving students grades 6-8.

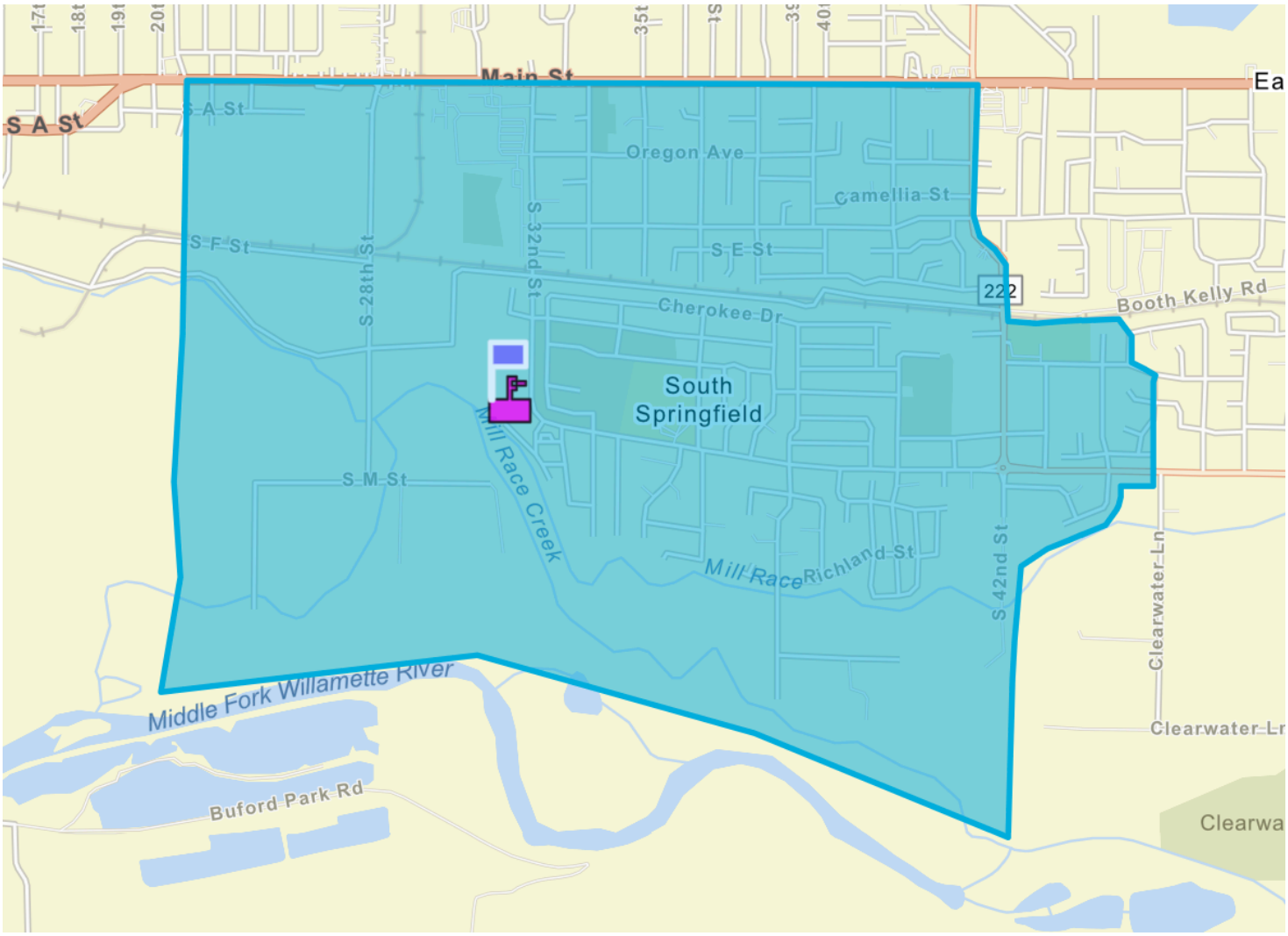
School Summary
Total Students: 460
Total Walkers: 164

Students currently transported within 1.5 mile Walk Zone:
1. East of 42nd Street: 6

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
None

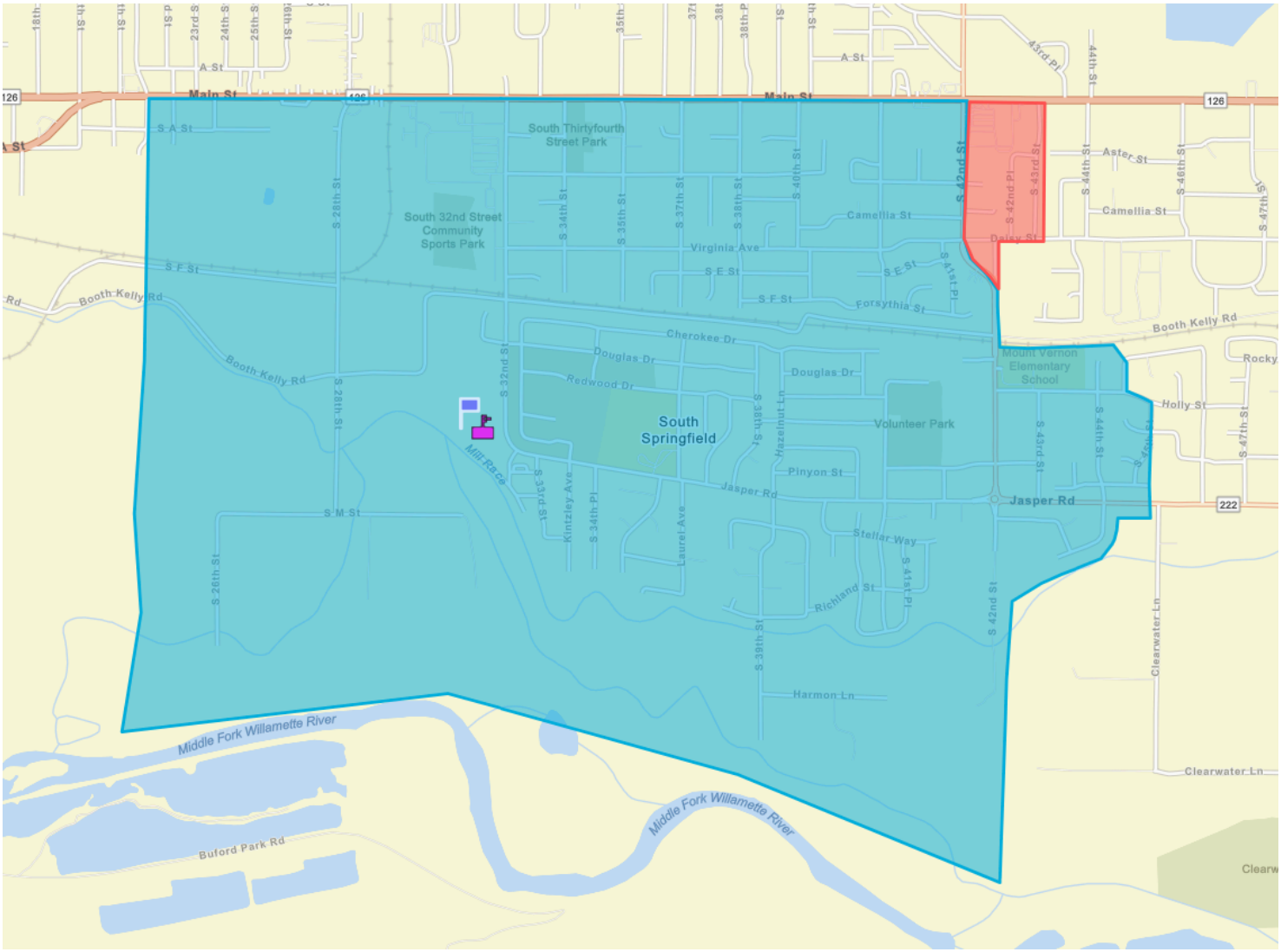
Agnes Stewart Middle School Walk Zone Summary:
Students Currently Eligible for transportation: 6
Students Proposed to Transport: 0
Net Increase / Decrease in Riders: 0

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Agnes Stewart Middle School (cont'd)

2. Areas shaded in red represent unsafe conditions for students due to unsafe crossings and the road's curve disrupting visibility south of Daisy Street Students will continue to be transported in this area.



Recommendations for future improvements:

1. **Complete P21159 – S 42nd and Daisy Street Roundabout**
9. **Install a pedestrian safety control device at 42nd Street and Jasper Road.**
10. **Complete P21160 – Bicyle Corridor on Virginia Ave: S 32nd Street to S 42nd Street**

Complete P21160 – Bicycle Corridor on Virginia Ave: S 32nd Street to S 42nd Street

Improvements completed since last update:

1. **Rapid Flashing Beacons**
    a. **on Jasper Road near entrance to school.**
    b. **on Jasper Road near entrance to Douglas Gardens Elementary School.**
    c. **on Jasper Road near entrance to Mt. Vernon Elementary School.**
    d. **on 42nd Street near Mt. Vernon Road.**

Briggs Middle School

Briggs is located at 2355 Yolanda Avenue in Springfield, Oregon serving students grades 6-8.

School Summary
Total Students: 413
Total Walkers: 161

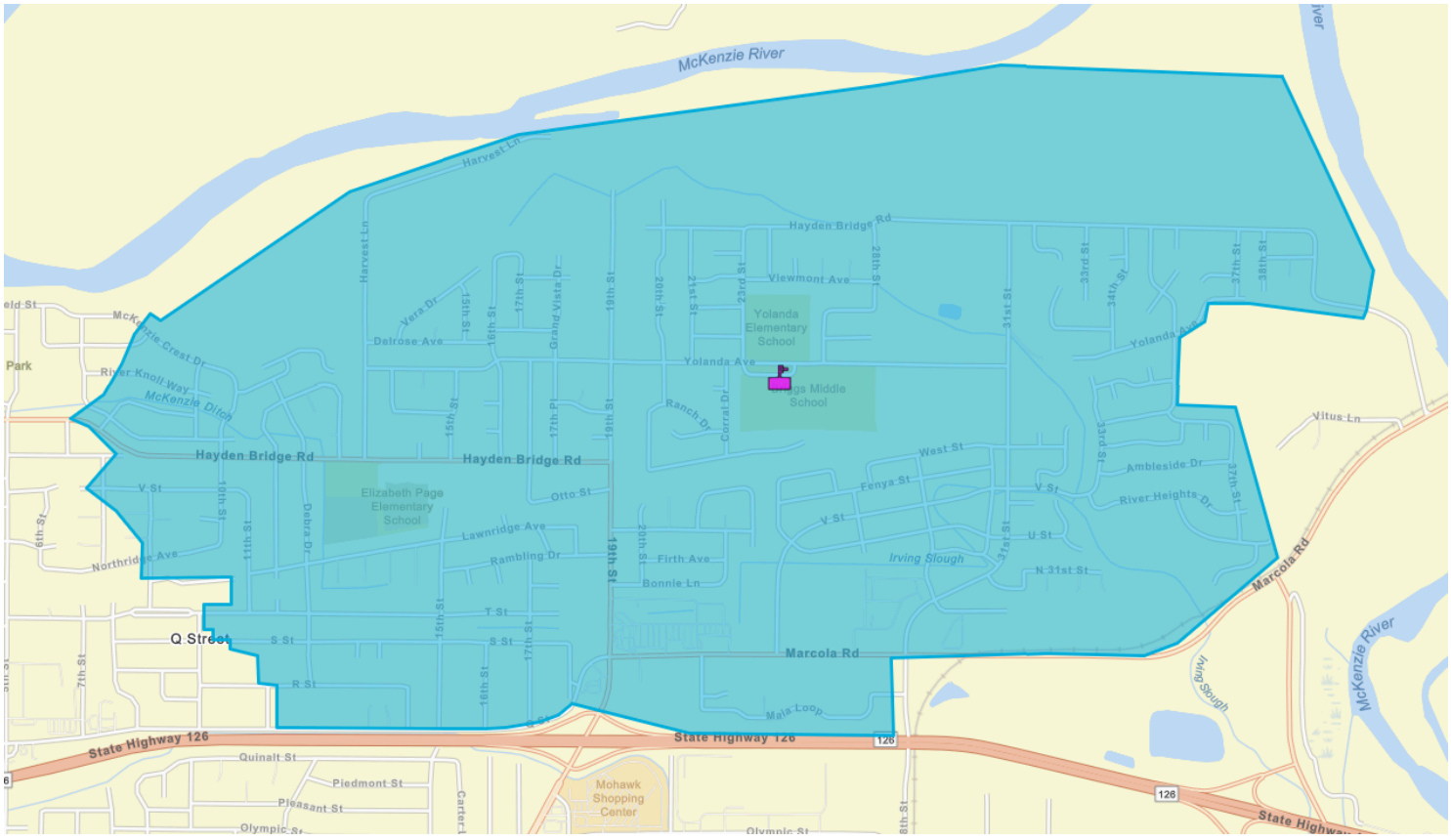
Students currently transported within 1.5 mile Walk Zone:
1. T St: 3

Number of students to become eligible for district-provided transportation within 1.5 mile Walk Zone: None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
2. T St: 3

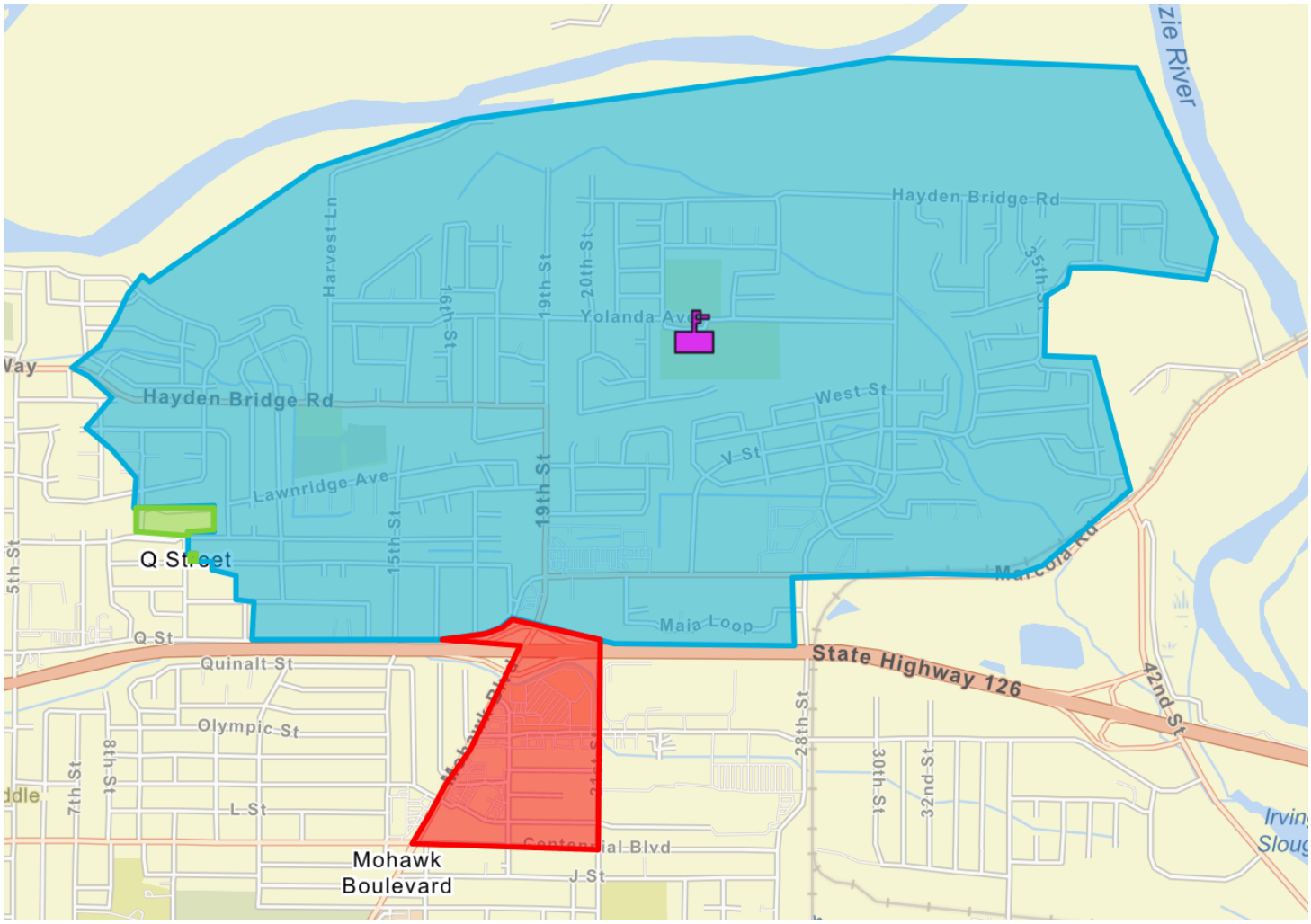
Briggs Middle School Walk Zone Summary:
Students Currently Eligible for transportation: 0
Students Proposed to Transport: 0
Net Increase / Decrease in Riders: -3

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Briggs Middle School (cont'd)

2. ***Areas shaded in green are currently transported but will no longer require transportation under the proposed plan.***
3. **Areas shaded in red will continue to be transported due to high speeds and crashes on Mohawk Blvd.**



Recommendations for further improvement:

1. **Improve visibility of crosswalk on 31st Street at the EWEB Path.**
2. **Improve sidewalks along Hayden Bridge Road and 31st Street**
3. **Major pedestrian and bicycle facility improvements needed across Hwy 126 overpass: wider sidewalk, prohibited right turn on red, bike lane extension.**

Improvements completed since last update:

1. **Rapid Flashing Beacons at 19th and 31st Street EWEB Path Crossings.**

Hamlin Middle School

Hamlin is located at 326 Centennial Boulevard in Springfield, Oregon serving students grades 6-8.

School Summary
Total Students: 585
Total Walkers: 333

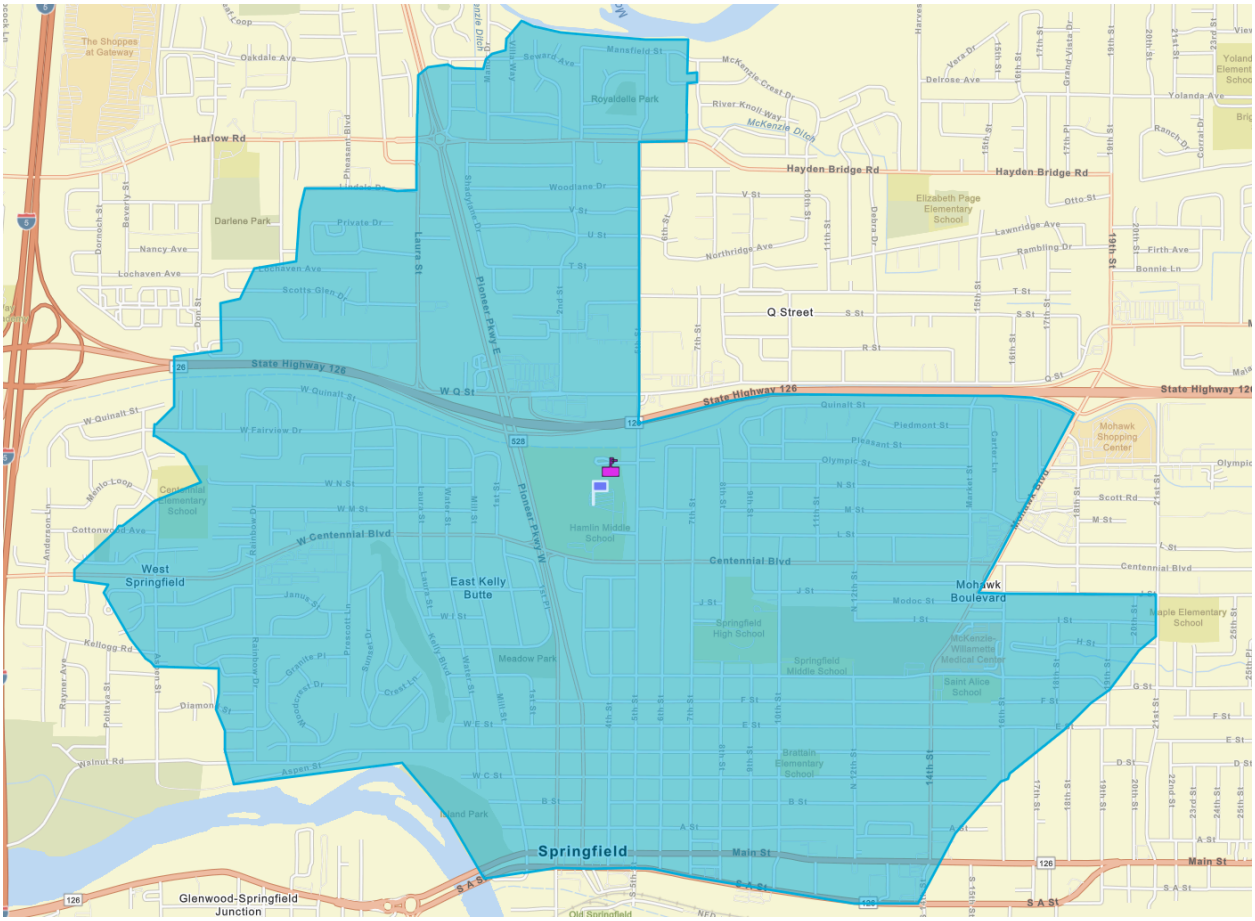
Students currently transported within 1.5 mile Walk Zone:
1. South of Main St: 2
2. North of Highway 126: 5

Number of students to become eligible for district-provided transportation within 1.5 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
1. South of Main St: 2
2. North of Highway 126: 5

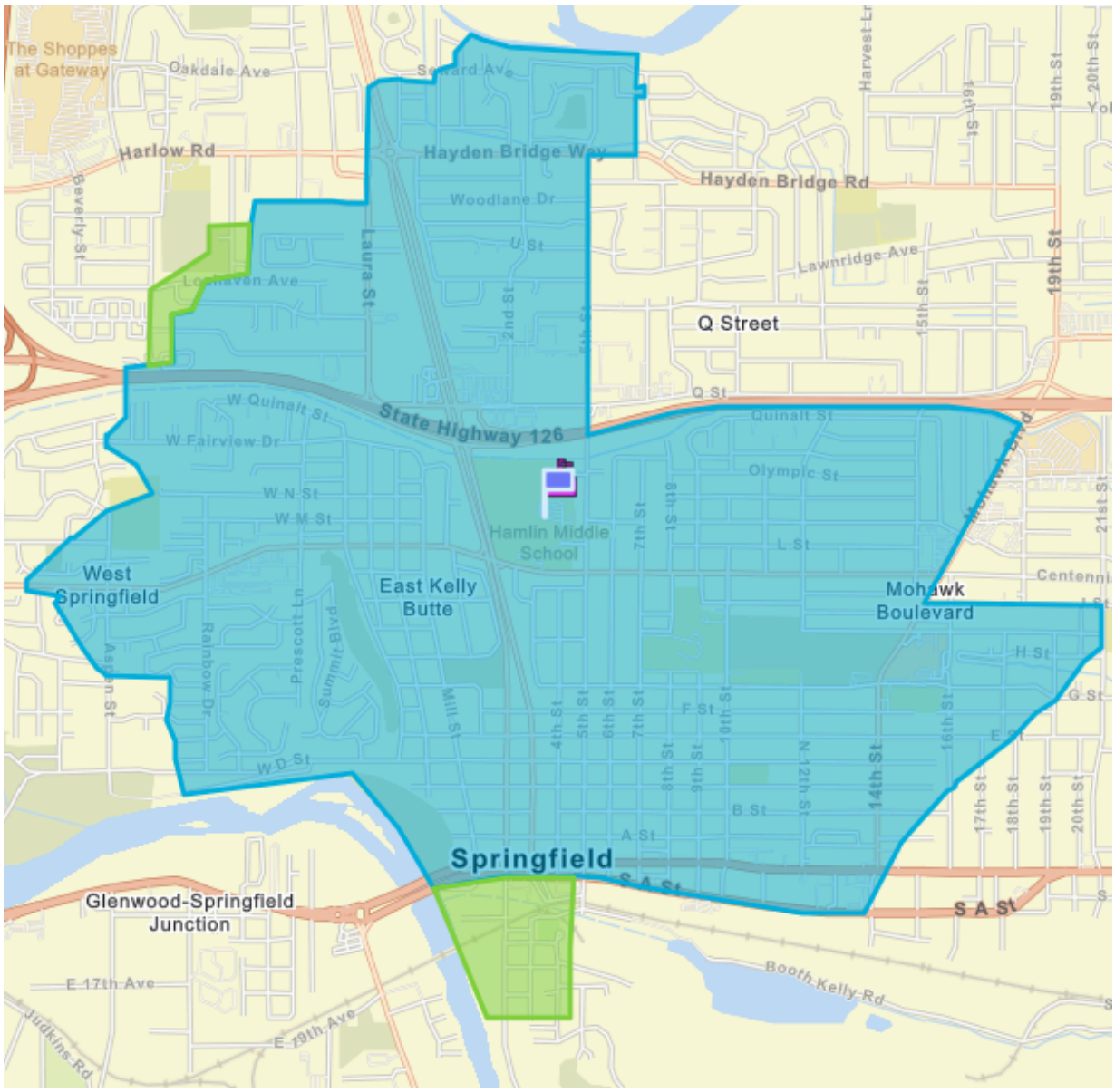
Hamlin Middle School Walk Zone Summary:
Students Currently Eligible for transportation: 7
Students Proposed to Transport: 0
Net Increase / Decrease in Riders: -7

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Hamlin Middle School (cont'd)

2. ***Areas shaded in green are currently transported but will no longer require transportation under the proposed plan.***



Due to much higher speeds recorded above the posted speed, major safety improvements along Pioneer Parkway are recommended:

1. Complete planned By-Gully Bike Path extension to connect to north side of school property.

- **Add an entrance at NW corner of school for Bike Path connectivity.**

2. Install Rapid Flashing Beacon/improved crossings at D, E and F Streets at Pioneer Parkway due to large number of students residing in those areas.

3. Designate portions of Pioneer Parkway as School Zones (20 mph).

4. Install crossing of Pioneer Parkway at EWEB Path.

Improvements completed since last update:

1. **Enhanced crossing at 5th and L Street**
2. **School zone installed on 5th Street**

Thurston Middle School

Thurston Middle is located at 6300 Thurston Road in Springfield, Oregon serving students grades 6-8.

School Summary
Total Students: 517
Total Walkers: 217

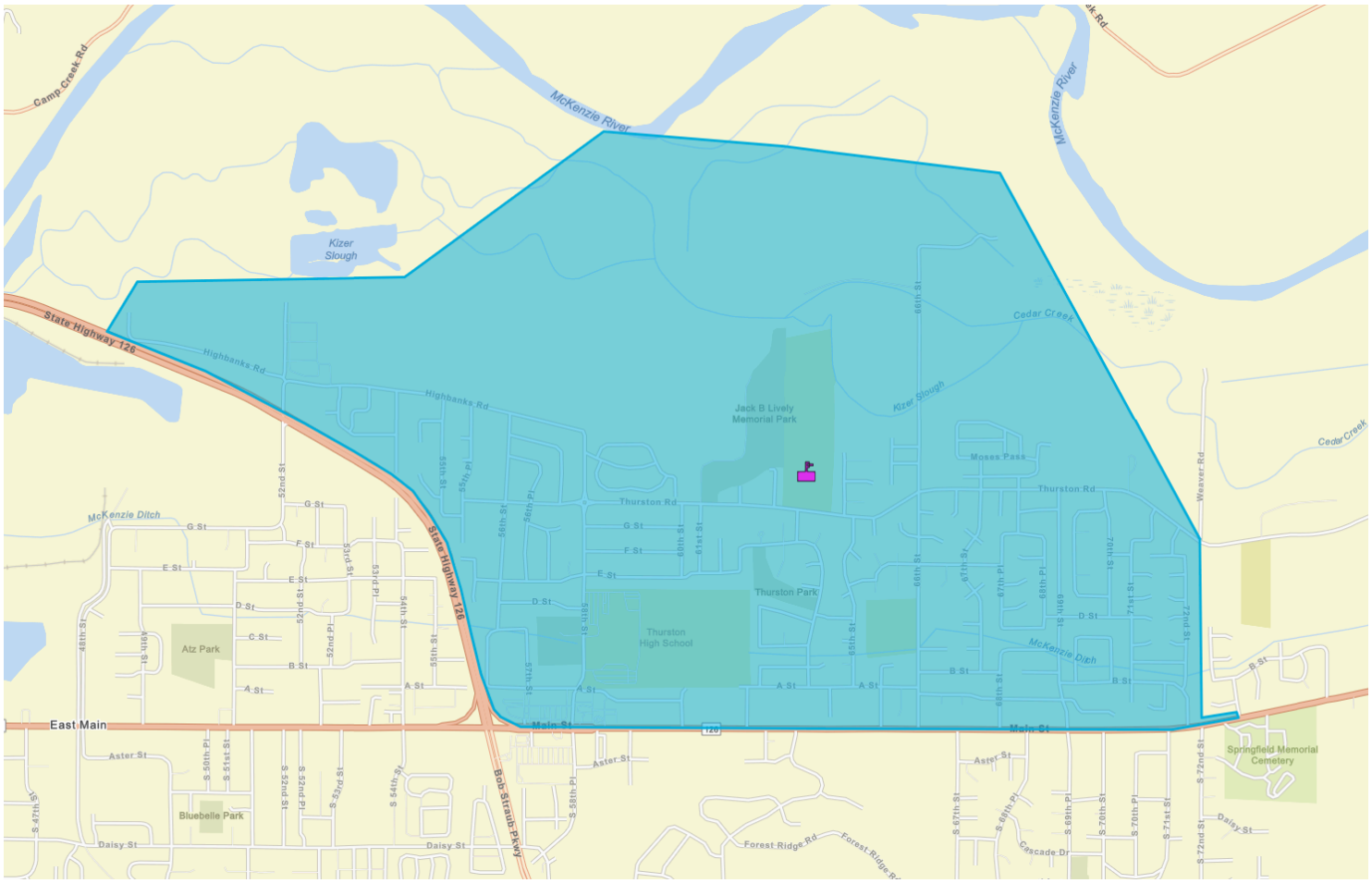
Students currently transported within 1.5 mile Walk Zone:
1. East of 71st Street on Thurston Road: 1
2. South of Main Street: 28

Number of students to become eligible for district-provided transportation within 1.5 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
1. South of Main St: 28

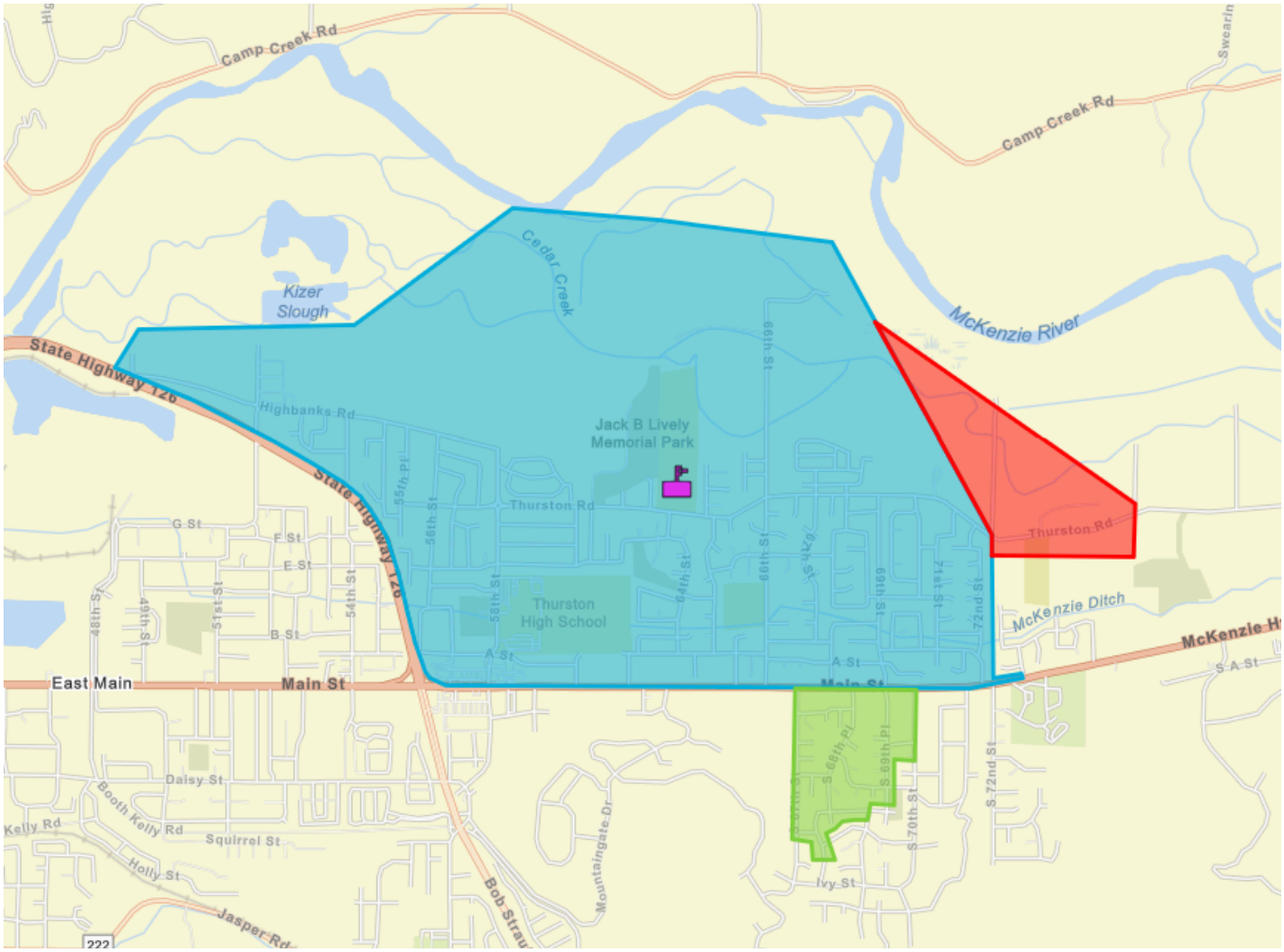
Thurston Middle School Walk Zone Summary:
Students Currently Eligible for transportation: 29
Students Proposed to Transport: 0
Net Increase / Decrease in Riders: -28

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Thurston Middle School (cont'd)

2. ***Areas shaded in red represent unsafe conditions for students due to high speeds and lack of road shoulders.***
3. ***Areas shaded in green are currently transported but will no longer require transportation under the proposed plan. Improvements such as the traffic-controlled crossing at Main St and 66th St allow this change.***



Recommendations for further improvement:

1. **Install pedestrian crossing signal at the roundabout at 58th Street and Thurston Road.**
2. **Install bike facilities on 69th St south of Main Street to improve bike network connectivity.**

Improvements completed since last update:

1. **Installation of buffered bikes lanes on either side of Thurston Rd from 58th to 69th Street**
2. **Curb cut and Rapid Flashing Beacon at Thurston Rd and 69th Street**
3. **Traffic-controlled crossing on Main St east of 66th Street**

Springfield High School

Springfield High School is located at 875 7th Street in Springfield, Oregon serving students grades 9-12.

School Summary
Total Students: 1205
Total Walkers: 462

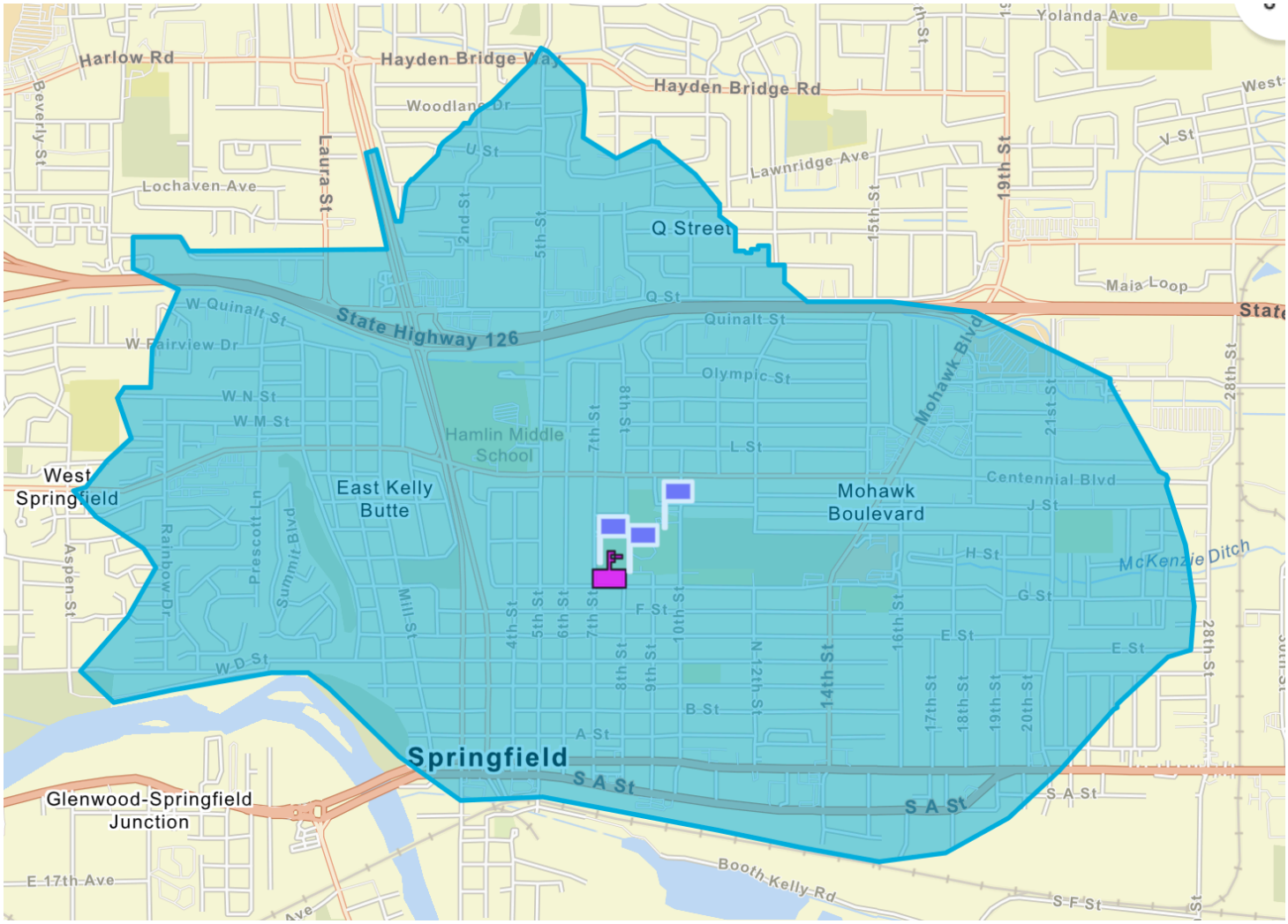
Students currently transported within 1.5 mile Walk Zone:
1. South of Union Pacific Railroad: 5

Number of students to become eligible for district-provided transportation within 1.5 mile Walk Zone:
None

Currently transported areas where students would be required to walk under Proposed Supplemental Plan:
1. South of Railroad: 5

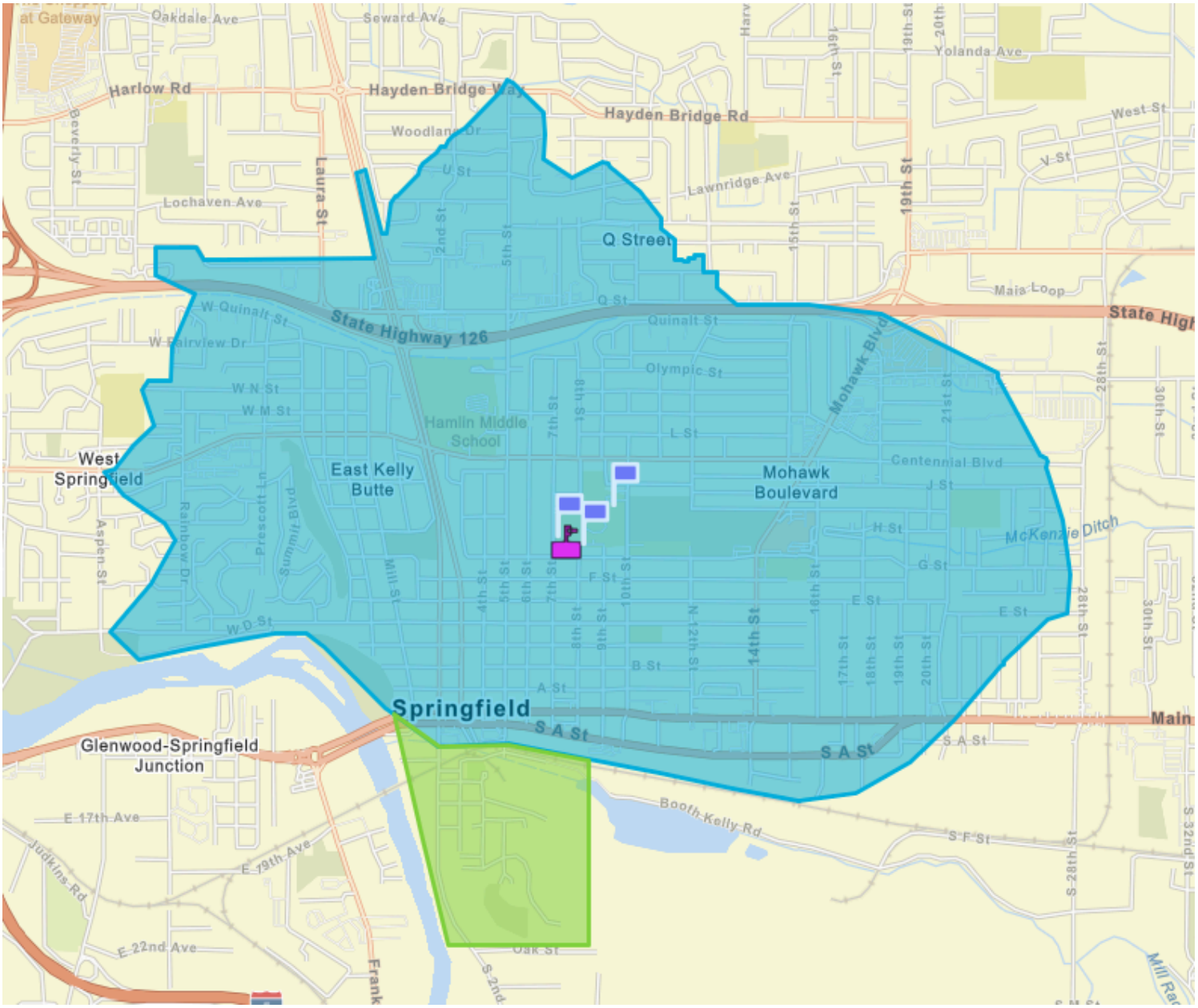
Springfield High School Walk Zone Summary:
Students Currently Eligible for transportation: 5
Students Proposed to Transport: 0
Net Increase / Decrease in Riders: -5

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Springfield High School (cont'd)

2. ***Areas shaded in green south of the Railroad tracks currently transported but will no longer require transportation under the proposed plan.***



Recommendations for further improvement:

1. **Install Rapid Flashing Beacon/improved crossings at D, E and F Streets due to large number of students residing in those areas.**
2. **Complete P21188 – Sidewalk extension, addition of bike lanes and lighting along Laura Street from Monte Loma Park to Oregon Neurology.**

Improvements completed since last update:

1. **Enhanced crossing at 5th and L Street**

Thurston High School

Thurston High School is located at 333 58th Street in Springfield, Oregon serving students grades 9-12.

School Summary

Total Students: 1212
Total Walkers: 405

Students currently transported within 1.5 mile Walk Zone:

1. West of I-126 and north of Main Street: 92
2. East of 67th Street: 10

Number of students to become eligible for district-provided transportation within 1.5 mile Walk Zone:

None

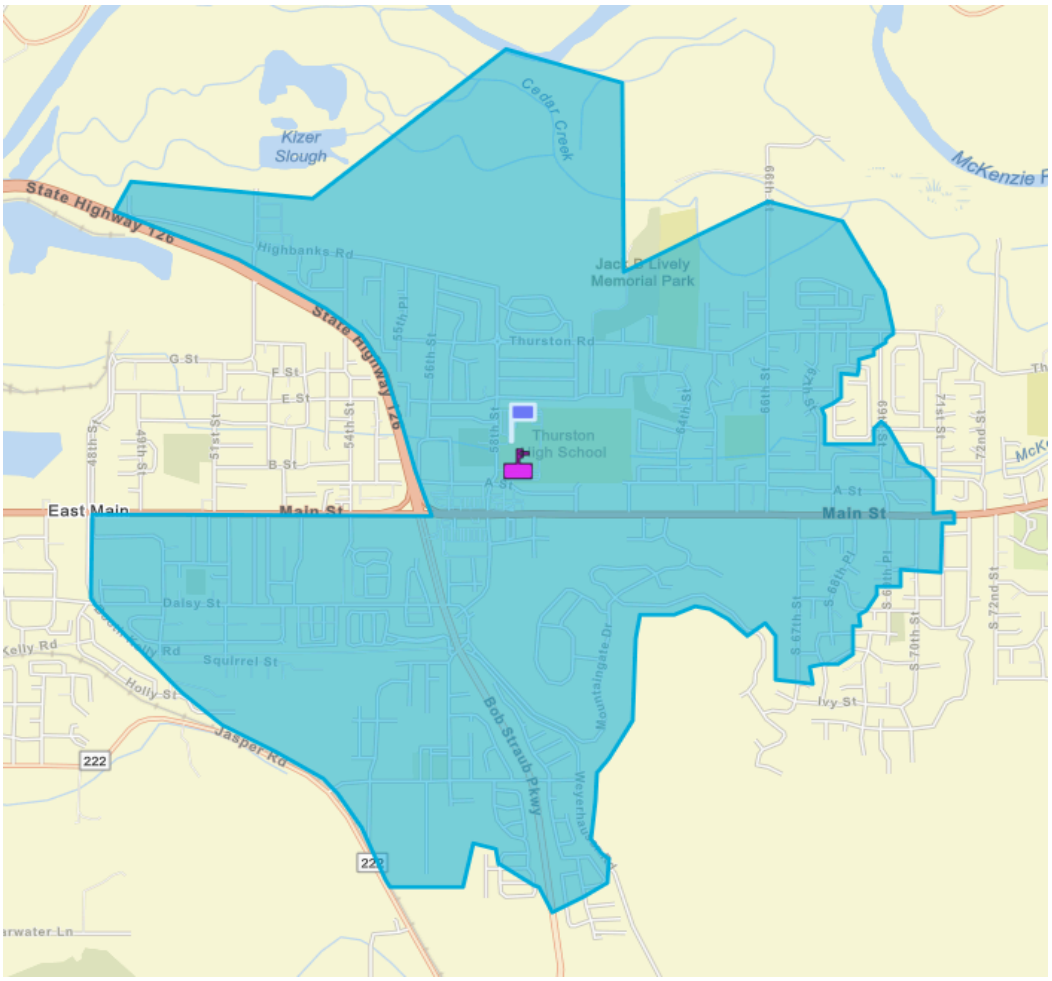
Currently transported areas where students would be required to walk under Proposed Supplemental Plan:

1. East of 67th Street: 10

Thurston School Walk Zone Summary:

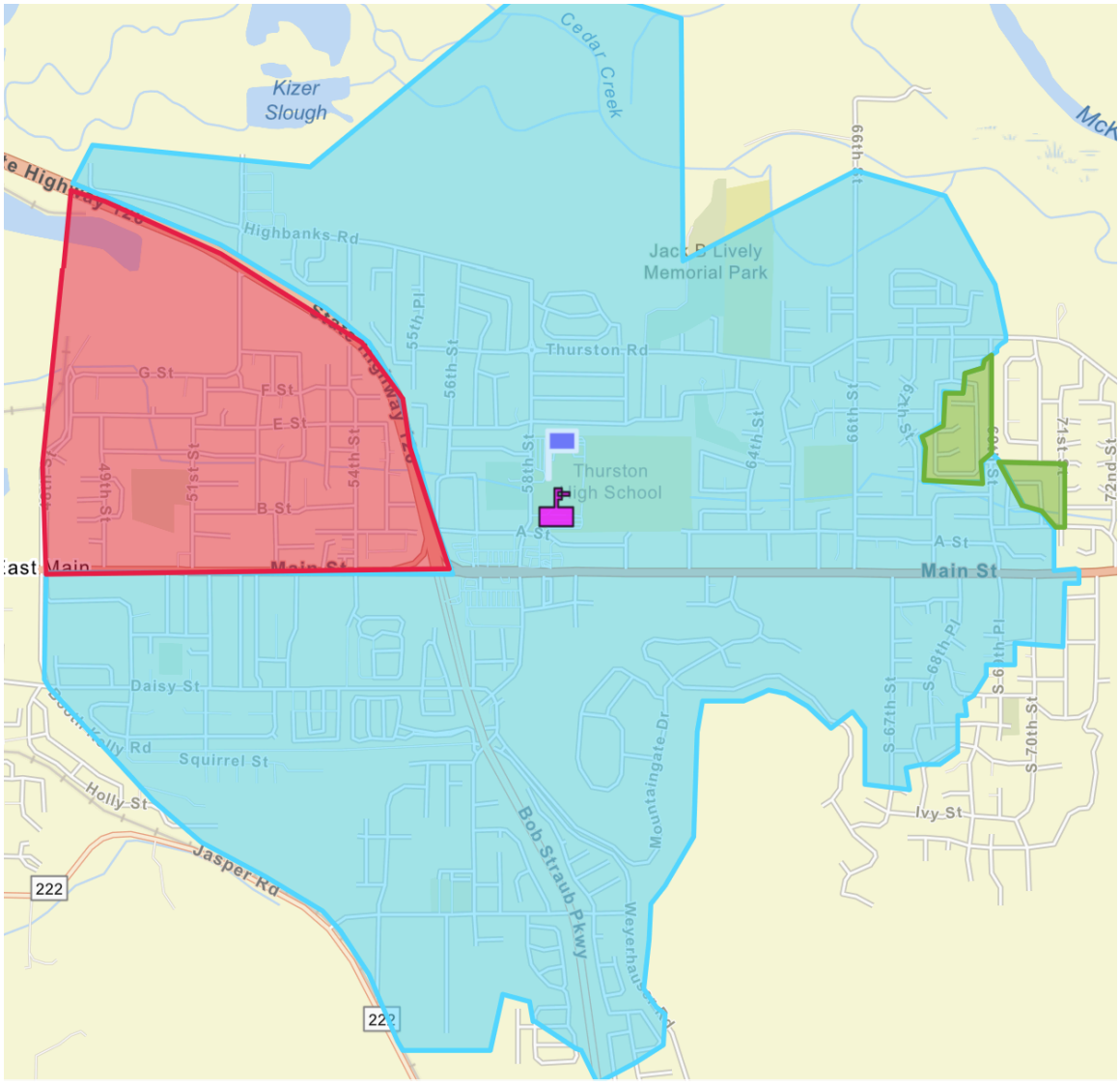
Students Currently Eligible for transportation: 102
Students Proposed to Transport: 92
Net Increase / Decrease in Riders: -10

1. Existing Walk Zone Boundary from 2013 Supplemental Plan



Thurston High School (cont'd)

2. ***Areas shaded in red west of Hwy-126 will continue to be transported due to lack of safe crossing on N/S of Main Street at Hwy-126.***
3. ***Areas in green are currently bused and will no longer require transportation under the proposed changes.***



Recommendations for further improvement:

1. **Add Pedestrian & Bike Bridge crossing Hwy-126 near E-Street**
2. **Install bike facilities on 69th St south of Main St to improve bike network connectivity.**

Completed Recommendation

1. **Added crosswalks at 58th Street and A Street.**
2. **Installation of buffered bikes lanes on either side of Thurston Rd from 58th to 69th St**
3. **Traffic-controlled crossing on Main St east of 66th Street**
4. **Pedestrian and Traffic Control Devices at north side of Hwy-126 off ramps to Main Street are under construction. Once completed, an update to Thurston High School's supplemental plan will be required as the red shaded area can be incorporated into the walk zone.**

Appendix A

581-023-0040
Approved Transportation Costs for Payments from the State School Fund

(1) Definitions for the purpose of this rule:

(a) "Elementary School Student" means, notwithstanding any other OAR or statute, pupils attending a school offering only an elementary curriculum, any combination of grades K through 8;

(b) "Secondary School Student" means, notwithstanding any other OAR or statute, pupils attending a school offering any secondary curriculum for grades 9, 10, 11, or 12. Additionally, all students attending a school designated by the local school board through board action as a junior high school or middle school may be considered secondary students;

(c) "Local School Board" means, notwithstanding any other OAR or statute, the local school board for the district in which the student's legal residence is physically located. Local school boards are not required to provide transportation for students who have requested and received approval to attend a school other than that designated by the local school board for students living in their specified attendance area;

(d) "Manufacturer's Rated Capacity" means the number of students to be used in the calculations specified in paragraph (5)(n)(B) of this rule and described below:

(A) Buses transporting only elementary students will have a passenger capacity as stated on the manufacturer's identification plate;

(B) Buses transporting only high school students, grades 9 through 12 will have a passenger capacity based on two students for each 39 inch bus seat;

(C) Buses transporting mixed groups from grades K–12 (in any combination) or groups of only junior high or middle school students will have a passenger capacity based on 2.5 students for each 39-inch bus seat.

"EXAMPLE: A bus with a manufacturer's passenger capacity stated on the identification plate of 72 would have the following ratings: elementary — 72, high school only — 48, mixed groups — 60, middle school and junior high school — 60."

(e) "Mile(s) from School" means the distance a student lives from school, measured from the closest, reasonable, and prudent point between the school property identified by the local board for that pupil's attendance and the property where the pupil lives. The distance will be measured over the shortest practicable route on maintained public roadways or over existing pedestrian facilities or pedestrian facilities capable of meeting the requirements listed in ORS 332.405(4);

(f) "Patron" means any individual, organization, or entity that is able to use student transportation services except for charter schools (as defined in ORS 338) or a public agency (described in ORS 339.133(4), ORS 327.527, ORS 327.540 or ORS 327.390) if the school or agency reimburses school districts up to one hundred percent (100%) of incurred transportation costs pursuant to ORS 338.145, 339.133(4), ORS 327.527, ORS 327.540 or 327.390.

(g) "Supplemental Plan" means a plan adopted by local school board resolution identifying groups or categories of students who live within the 1 and 1.5 mile limitations and require transportation based on health or safety reasons, including special education. Supplemental plan approvals may be ordered by the State Board of Education or its designated representatives. The State Board shall have the right of final review of any actions regarding supplemental plans. Appeals will be directed to the State Board for final consideration. The Plan must include the following:

(A) The approximate number of students to be transported based on the plan;

(B) The health or safety reasons cited for providing transportation;

(C) The local board resolution specifying the supplemental plan as submitted; and

(D) Any additional information or documentation supporting the supplemental plan deemed appropriate locally.

(h) “Alternative Transportation,” and “Active Transportation costs” have the definitions given in ORS 327.033.

(i) “Suitable and sufficient” means transportation that is appropriate for a particular student or group of students based on:

(A) The age of the student;

(B) The physical or mental capabilities of the student;

(C) The distance the student is to be transported; and

(D) The safety of the student to be transported.

(2) Approved transportation costs shall include those costs incurred in transporting pupils to and from instructional programs during the regularly scheduled school term within the limitations specified by ORS 327.006 and 327.033. Approved transportation costs may include costs incurred in transporting students participating in extended school year programs eligible for funding from the State School Fund.

(3) Approved transportation costs shall include those district expenditures associated with:

(a) Home-to-school transportation of elementary school pupils who live at least one mile from school;

(b) Home-to-school transportation of secondary school pupils who live at least one and one-half miles from school;

(c) Transportation of pupils between educational facilities either within or across district boundaries, if the facilities are used as part of the regularly-scheduled instructional program approved by the Board;

(d) Transportation of pupils for in-state field trips when such represents an extension of classroom activities for instructional purposes, and shall include out-of-state destinations within 100 miles of the Oregon border;

(e) Transportation of pupils home to school for whom a supplemental plan has been approved by the State Board of Education in addressing safety, health, and special education needs;

(f) Transportation of preschool children in Early Childhood Special Education Services having an Individual Family Service Plan requiring transportation and preschool children receiving Early Intervention Services under the authority of ORS 343.533.

(g) School to home transportation following extended school day instructional programs for:

(A) Elementary school pupils who live at least one mile from school;

(B) Secondary school pupils who live at least one and one-half miles from school.

(h) For the 2020-21 school year, maintaining an adequate level of pupil transportation services while school districts are administering Comprehensive Distance Learning in response to the COVID-19 pandemic.

(4) Approved Alternative Transportation costs:

(a) Include those district expenditures associated with:

(A) The facilitation of Active Transportation for human-powered forms of travel, including walking or bicycling, between home and school for students who live less than three miles from school. These costs may include:

(i) A pedestrian or bicycle group;

(ii) A crossing guard; or

(iii) Staff time required for coordinating active transportation options.

(B) The facilitation of Public Transportation between home and school for secondary school students. This may include staff time required for coordinating public transportation options.

(b) Require that new positions or extra duty opportunities created as a result of the implementation of Alternative Transportation will be direct employees of the school district.

(c) Do not include costs for transportation that is subcontracted by a school district to a private transportation provider.

(5) Approved transportation costs shall exclude those district expenditures associated with transportation for the following unless the school program is required under provisions of the Individuals with Disabilities Education Act, ORS 343.533 or 339.010 through 339.090 and 339.250:

(a) Pupils living within the limits prescribed in ORS 327.006(2) for whom no supplemental plan has been approved by the State Board;

(b) Activity trips other than for instructional purposes;

(c) Athletic trips;

(d) School lunch purposes;

(e) Summer school;

(f) Adult education;

(g) Evening school;

(h) Preschool and/or nursery school;

(i) Board and room in lieu of transportation associated with field trips;

(j) Transportation facility and staff costs other than those directly related to approved pupil transportation activities.

(6) The computation shall be made as follows:

(a) Pupil Transportation Salaries;

(b) Pupil Transportation Supplies, Equipment, Repairs, and Maintenance;

(c) All contracted Transportation;

(d) Travel of Pupil Transportation Personnel;

(e) Employee Benefits on Pupil Transportation Salaries;

(f) Pupil Transportation Insurance;

(g) Payments in Lieu of Transportation;

(h) Other Expenses of Pupil Transportation;

(i) Payments to Other Districts for Pupil Transportation;

(j) Leases and Rentals;

(k) Depreciation:

(A) Depreciation of Garage, but this shall not include land;

(B) Depreciation of Buses that are used at least 50% for reimbursable mileage.

(C) Shall include the costs to the district to retrofit, repower, or to replace as defined in ORS 468A.795, school buses for the purpose of reducing or eliminating diesel engine emissions. These costs:

(i) Shall not include the costs paid with moneys received from the state by a school district from the Clean Diesel Engine Fund that are described in 468A.801 (2)(a); and

(ii) Shall include costs to paid with moneys received from the state as allowed by the Environmental Mitigation Trust Agreement as defined in ORS 468A.801 (2)(c).

(l)Total of subsections (5)(a) through (k) of this rule;

(m) Deduct (if cost is included in detail above):

(A) Payments Received from Other Districts and from Patrons for reimbursable transportation;

(B) Non-reimbursable Transportation Costs:

(i) For 2021 – 22:

(I) Number of miles at $2.86 Per mile for all school buses and school activity vehicles having a manufacturers designed passenger capacity of greater than 20 persons including the driver, or

(II) Number of miles at $1.43 per mile for all school buses and school activity vehicles having a manufacturers' designed passenger capacity of 20 or less including the driver.

(ii) For 2022 – 23:

(I) Number of miles at $2.96 Per mile for all school buses and school activity vehicles having a manufacturers designed passenger capacity of greater than 20 persons including the driver, or

(II) Number of miles at $1.49 per mile for all school buses and school activity vehicles having a manufacturers' designed passenger capacity of 20 or less including the driver.

(iii) For 2023 – 24:

(I) Number of miles at $3.18 per mile for all school buses and school activity vehicles having a manufacturers' designed passenger capacity of greater than 20 persons including the driver, or

(II) Number of miles at $1.60 per mile for all school buses and school activity vehicles having a manufacturers' designed passenger capacity of 20 or less including the driver.

(iv) For 2024 – 25:

(I) Number of miles at $3.29 per mile for all school buses and school activity vehicles having a manufacturers' designed passenger capacity of greater than 20 persons including the driver, or

(II) Number of miles at $1.65 per mile for all school buses and school activity vehicles having a manufacturers' designed passenger capacity of 20 or less including the driver.

(v)(I) Those local school board certified marginal costs attributable to services provided to students who are not eligible for home-to-school transportation under section 3, calculated and documented as follows: Documentation maintained by local district shall include: bus and route identification, school(s) being served, number of eligible students on board, number of ineligible students on board;

(II) Calculation of marginal costs shall be as follows: District Cost Per Mile of bus operation divided by the total number of students transported on each bus to derive an average cost per student. The cost per student multiplied by the number of ineligible students and the number of miles transported provides the amount for deduction. Example: Cost per student = district cost per bus mile - number of students on bus; Total Deduction = cost per student x ineligible students x number of miles transported.

(III) No deduction will be made for transportation inside prescribed limits if the local board certifies student demographics would require student bus rides to or from school of more than one hour if the bus is routed in a manner making it accessible to the number of eligible students living outside the prescribed mileage limit equal to 130 percent of the bus manufacturer's rated capacity; or

(IV) The local school board certifies that buses are routed in a manner to serve at least the number of eligible students living outside the prescribed mileage limits equal to 130 percent of the bus manufacturer's rated passenger capacity; and

(V) In either of the aforementioned situations, no additional costs have been incurred by the district for the identified service.

(C) State and Federal Receipts for Transportation, except those apportioned under ORS 327.006 or third party Medicaid payments for transportation, if used to support expenditures in subsections (5)(a) through (l) of this rule;

(D) Rental or Lease Payments from Private Contractors;

(E) The percentage of transportation facility depreciation commensurate with the percentage of the total district fleet value based upon purchase price (see subsection (6)(k) of this rule) represented by non-pupil transportation equipment. Examples of nonpupil transportation equipment would include the following: lawnmowers, tractors, backhoes, trucks, pickups, cars, trailers, snow blowers, etc.

(n) Total Deductions ((5)(m)(A)+(m)(B)+(m)(C)+(m)(D)+ (m)(E));

(o) Approved Cost ((5)(l) minus (5)(n)).

(7) In the above computation, the following definitions apply:

(a) Pupil Transportation Salaries. Salaries and wages paid school bus drivers, assistants to driver, and that portion of salaries paid mechanics and other bus maintenance employees, supervisors of transportation, secretarial and clerical assistants, and persons assigned transportation oversight and coordination responsibilities attributable to the transportation program and documented through position descriptions and payroll records. No school district General Administration salaries may be included in this area;

(b) Pupil Transportation Supplies, Equipment, Repairs, and Maintenance. Costs of fuel, oil, lubricants, tires, tire repair, batteries, vehicle diagnosis and repair equipment identified as capital expenditures in the "Program Budget Manual," vehicle repair parts and supplies, repair of vehicles by other than the school district, garage maintenance and operation, and garage equipment repair and maintenance;

(c) All Contracted Transportation. Payments to parents and independent public or private contractors for transporting pupils from home to school, between educational facilities and for non-reimbursable activities enumerated in paragraph (6)(l)(B) of this rule; and fares to public carriers for transporting pupils from home to school and between educational facilities:

(A) If a district retains ownership of buses and garages and contracts for the operation of the transportation system with provision in the contract for lease or rental of the buses and garages, the contracted transportation cost shown should reflect the gross bid including the lease or rental payment. The lease or rental payment shall be deducted in the computation as reported in paragraph (5)(n)(D) of this rule;

(B) If the district retains ownership of buses and garages and participates in a transportation cooperative or consortium through an intergovernmental agreement, depreciation apportionment provided under ORS 327.033 will be disbursed directly to the district. No depreciation component is approved for cooperative-owned buses or garages.

(d) Travel of Pupil Transportation Personnel. Meals, lodging, mileage, per diem and other travel expenses of pupil transportation personnel, and private car mileage if paid to bus drivers for travel to and from the point where school bus is parked if other than the central garage. The same travel expenses plus tuition or registration are included for attendance at Department of Education sponsored or presented pupil transportation training programs and seminars;

(e) Employee Benefits on Pupil Transportation Salaries. The district's contributions for employee benefits including social security and retirement, employee health insurance, workers' compensation, and unemployment insurance;

(f) Pupil Transportation Insurance. Payments for public liability and property damage, medical care, collision, fire and theft, and insurance on garages and shops;

(g) Payments in Lieu of Transportation. Payments for pupils' board and room in lieu of transportation, consistent with ORS 332.405(2);

(h) Other Expenses of Pupil Transportation. District-paid fees for school bus drivers' physical examinations; interest on bus or garage contracts payable including lease-purchase agreements if capitalized (see subsection (6)(k) of this rule);

(i) Payments to Other In-State or Out-of-State Districts for Transportation. Payments to other districts for approved pupil transportation costs;

(j) Leases and Rentals. Rental or lease payments for the use of land or buildings used for approved pupil transportation. Rental or lease payments for buses operated by district personnel for approved pupil transportation.

"NOTE: Only those leases which do not contain an option to purchase or application of rentals to purchase should be included in subsection (5)(j) of this rule. See subsection (6)(k) of this rule as to the proper treatment of other lease-purchase agreements."

(k) Depreciation. For purposes of computing depreciation, capitalized cost is defined to include the unit cost of the asset, exclusive of interest, for such assets purchased outright, by conventional contract, or by lease-purchase agreement if such agreement contains any provision to acquire ownership at the end of the agreement by application of a portion of the rentals paid or a terminal payment. The computation of the capitalized cost and the depreciation shall be according to the following:

(A) Portions of Garages and Other Buildings Used for Approved Pupil Transportation:

(i) Outright purchase (including purchase by conventional contract). For each outright purchase or purchase by conventional contract, each district shall report to the Oregon Department of Education, on the forms provided, the unit cost of the garage or other building purchased and the dollar amount of interest payments associated with such purchase. The purchase of land shall not be included in the Garage Depreciation. The capitalized value shall represent the unit cost, exclusive of interest. Depreciation shall be computed at an annual rate of four percent;

(ii) Lease-purchase agreements. For each lease-purchase agreement, the district shall report to the Oregon Department of Education, on the forms provided, the dollar amount of the agreement, the interest payments contained in the agreement, and the schedule of such interest payments contained in the agreement. Land shall not be included in the lease purchase agreement for the purpose of reimbursement. Subsequent to July 1, 1975, the capitalized value shall represent the lease-purchase price less any interest payments contained in the agreement. Depreciation shall be computed at an annual rate of four percent.

(B) Buses and Other Vehicles Used for Approved Pupil Transportation:

(i) Outright purchase (including purchase by conventional contract). For each outright purchase or purchase by conventional contract, each district shall report to the Oregon Department of Education, on the forms provided, the unit cost of the vehicle(s) purchased and the dollar amount of interest payments associated with such purchase. The capitalized value shall represent the unit cost, exclusive of interest. Depreciation shall be computed at an annual rate of ten percent;

(ii) Lease-purchase agreements. For each lease-purchase agreement, the district shall report to the Oregon Department of Education, on the forms provided, the dollar amount of the agreement, any applicable trade-in value, the dollar amounts of interest payments contained in the agreement, and the schedule of such interest payments contained in the agreement. The capitalized value of the vehicles shall represent the lease-purchase price including the trade-in allowance less interest payments contained in the agreement. Depreciation shall be computed at an annual rate of ten percent;

(iii) Lease agreements. If the district is leasing its buses under a lease agreement, the district shall report the annual lease cost. A lease agreement as used in this paragraph means an agreement whereby the lessor retains title to the buses being leased to the lessee school district and the title to the buses is never received by the lessee. Under such a lease agreement, the use of the buses by the lessee is limited by the term of the lease. If there is an auxiliary agreement either written or oral whereby at the end of the lease term, the title of the buses shall pass to the lessee school district, the agreement is not a lease agreement as described in this paragraph but is a lease-purchase agreement as outlined in subparagraph (ii) of this paragraph. The lease payment made by a school district obtaining the use of buses pursuant to a lease as defined in this paragraph shall be used in the computation of the reimbursement in place of the depreciation set forth in subparagraphs (i) and (ii) of this paragraph.

(C) Deductions:

(i) Payments Received from Other Districts and from Patrons. Money received from other school districts, parents, guardians, or students for transportation if paid in support of expenditures listed in subsections (5)(a) through (l) of this rule;

(ii) Nonreimbursable Transportation Costs. Actual bus mileage of excludable trips shall include the actual mileage in district owned or contracted buses for transportation for activity trips, athletic trips, school lunch purposes, summer school, adult education, evening school, nursery school, and any other nonreimbursable purposes. Such mileage shall be deducted at the rate indicated in subsection (5)(m)(B) of this rule. The rate of deduction may be reviewed periodically by the State Board of Education and adjusted accordingly;

(iii) State and Federal Receipts for Transportation. All state and federal receipts for transportation expenditures, exclusive of funds apportioned under ORS 327.006 and 327.033, that have been included in subsection (5)(a) through (l) of this rule;

(iv) Rental or Lease Payments from Private Contractors. Payments received from private contractors for the use of district owned buses and garages in the operation of the pupil transportation system by the private contractor. This item must be shown as Revenue Code 1930 in the school district audit and the gross payments to the contractor must be included in subsection (5)(c) of this rule.

(8) Each district shall maintain a record, by purpose, of total pupil transportation miles and shall submit a report of such to the Oregon Department of Education on the form provided. The accuracy of such records shall be certified by the district clerk.

(9) If an education service district offers a special service under the provisions of section (4) of ORS 334.175, including home-to-school transportation that would qualify for reimbursement under the provisions of ORS 327.006 if provided by a local school district, the following procedure in crediting the transportation expenditure to the local district may be employed:

(a) The education service district shall compute approved home-to-school transportation costs as provided in section (4) of this rule;

(b) The approved costs so determined shall be billed to and paid by each of the local school districts. The expenditure shall be accounted for by the local district as a transportation expenditure paid to another education agency;

(c) The audited district expenditure shall be recognized by the State Superintendent of Public Instruction in computing the local district's entitlement under ORS 327.006;

(d) If the education service district reimburses the local district the difference between that portion billed and that paid under ORS 327.006, such reimbursement — if derived from property tax sources by education service district resolution — shall not be deducted by the state in determining the local district's approved costs. The local district shall account for the education service district reimbursement as other general receipts are accounted for from the education service district.

(10) For purposes of computing board and room entitlement for a district operating a dormitory under provisions of ORS 327.006, the state assumes responsibility for its proportionate share of costs associated with the provision of food, facilities, staff, operation, and maintenance necessary to provide students with safe and healthy living conditions. The state does not assume responsibility for costs associated with recreation or entertainment of students. The approved cost against which the computation is made for state liability shall not exceed the limit

stated in ORS 332.405. In addition, the state will assume its proportionate share of the cost of field trips as defined in subsection (3)(c) of this rule.

(11) The computation of approved expenditures for board and room entitlement shall be made as follows:

(a) Salaries;

(b) Operation:

(A) Utilities;

(B) Supplies;

(C) Other Operational Costs.

(c) Maintenance:

(A) Upkeep;

(B) Replacement.

(d) Fixed Charges:

(A) Employee Benefits;

(B) Other Fixed Charges.

(e) Food;

(f) Operation of Buses and Other Vehicles — Supplies, Repairs and Maintenance;

(g) Depreciation:

(A) Dormitory;

(B) Buses and Other Vehicles.

(h) Total Expenditures (Sum of subsections (10)(a) through (g) of this rule));

(i) Deductions (subtract if cost is included in cost above):

(A) Payments Received from Other Districts and from Patrons;

(B) Nonreimbursable Transportation Costs as indicated in subsection (5)(m)(B) of this rule;

(C) State and Federal Receipts for Transportation, except those apportioned under ORS 327.006, 327.033, or third party Medicaid payments, if used to support expenditures in subsections (10)(a) through (g) of this rule;

(D) Federal School Lunch, Breakfast, and Milk Reimbursements;

(E) Sales of Food.

(j) Total Deductions (sum (10)(i)(A) + (i)(B) + (i)(C) + (i)(D) + (i)(E));

(k) Approved Cost ((10)(h) minus (10)(j) of this rule).

(12) The items included in the board and room entitlement computation are defined as follows:

(a) Salaries. Salaries and wages paid dormitory personnel, including the dormitory manager, cooks, custodians, and other personnel directly concerned with operation of the dormitory, and that portion of salaries paid secretarial and clerical assistants and other personnel attributable to the dormitory program;

(b) Operation:

(A) Utilities. Heat for buildings, water and sewage, electricity, telephone, and other utilities necessary for the operation of the dormitory;

(B) Supplies. Custodial supplies, supplies for care of grounds, linens, and other supplies necessary for the operation of the dormitory including food services. Purchase of food is included in subsection (11)(e) of this rule;

(C) Other Operational Costs. Contracted custodial services, window washing, laundry or linen services, etc., necessary for the operation of the dormitory.

(c) Maintenance:

(A) Upkeep. Expenditures associated with maintaining the existing dormitory facilities in a safe, healthy, and efficient condition, including supplies and materials for upkeep of dormitory grounds and the dormitory building. Costs associated with maintenance of recreational or entertainment facilities are excluded;

(B) Replacement of Equipment. Expenditures associated with replacing equipment necessary to the safe, healthy, and efficient operation of the dormitory. Replacement of equipment used for recreational or entertainment purposes are excluded.

(d) Fixed Charges:

(A) Employee Benefits. Expenditures for dormitory employees' benefits including social security and retirement, employee health insurance, workers' compensation, and unemployment insurance;

(B) Other Fixed Charges. Expenditures for property insurance, liability insurance, rental of land and buildings for purposes associated with operation of the dormitory, and other fixed charges directly attributable to operation of the dormitory.

(e) Food. Expenditures for food necessary for the operation of the dormitory;

(f) Operation of Buses and Other Vehicles — Supplies, Repairs, and Maintenance. Expenditures for fuel, oil, lubricants, tires, tire repair, batteries, vehicle repair parts and supplies, repair of vehicles by other than the school district, garage maintenance and operation, and garage equipment repair and maintenance necessary for the operation of buses utilized for purposes stated in section (3) of this rule and of other vehicles necessary for the operation of the dormitory;

(g) Depreciation:

(A) Dormitory. For purposes of computing dormitory depreciation, capitalized cost is defined as the unit cost of the asset (including the cost of original equipment), exclusive of interest, plus the cost of substantial improvements or remodeling. The purchase of land shall not be included. Costs associated with providing recreational or entertainment facilities are not included. Depreciation shall be computed at an annual rate of four percent;

(B) Buses and Other Vehicles. Depreciation for buses used for approved pupil transportation and that portion of other vehicles necessary for operation of the dormitory shall be computed in accordance with the formula and definition stated in paragraph (6)(k)(B) of this rule.

(h) Total. Sum of subsections (10)(a) through (g) of this rule;

(i) Deductions:

(A) Payments Received from Other Districts and from Patrons. Money received from other school districts, parents, guardians, or students for transportation or room and board if paid in support of expenditures listed in subsections (10)(a) through (f) of this rule;

(B) Nonreimbursable Transportation Costs. Costs for nonreimbursable transportation according to the formula and definition stated in paragraph (6)(l)(B) of this rule;

(C) State and Federal Receipts for Transportation. All state and federal receipts for transportation or room and board expenditures exclusive of funds apportioned under ORS 327.006 that have been included in subsections (10)(a) through (f) of this rule;

(D) Federal School Lunch, Breakfast, and Milk Reimbursements. All federal receipts for school lunch, breakfast, and milk expenditures that have been included in subsections (10)(a) through (f) of this rule;

(E) Sales of Food. Money received from teachers, students, or other individuals from food sales for which the expenditures are included in subsections (10)(a) through (f) of this rule.

(13) Beginning with the 2024-25 school year, school districts may request a waiver and/or supplemental plan to include Alternative Transportation as a reimbursable expense under their Transportation Grant. In order to include Alternative Transportation costs as a reimbursable expense, school districts must:

(a) Submit a proposed or revised supplemental plan and/or waiver for their district that includes explanations of the alternative transportation methods to be used.

(b) Demonstrate that the inclusion of Alternative Transportation will result in Transportation Grant expenses that are equal to or less than planned expenses without Alternative Transportation, or demonstrate that costs exceeding this amount will be paid from a source other than the transportation grant from the State School Fund.

(c) Document the local community engagement that was conducted to develop the plan for Alternative Transportation.

(d) For Alternative Transportation plans that include Public Transportation, districts must demonstrate that:

(A) No other transportation options, including Active Transportation options, are suitable and sufficient;

(B) They have made a good faith effort to recruit, hire, train, retain and pay transportation positions at competitive wages consistent with collective bargaining agreements and were unable to hire a sufficient workforce to ensure reliable service by a school bus and timely transport of students to and from school.

(e) School districts shall resubmit their supplemental plans and/or waivers for the inclusion of Alternative Transportation to be reauthorized by the State Board of Education every two years.

(f) Notwithstanding subsections (13)(a-e) of this section, a school district that, prior to the effective date of July 1, 2024, had been receiving reimbursement for costs incurred in providing transit passes under a supplemental plan or a waiver shall continue to receive reimbursement under the terms and conditions the school district was receiving reimbursement prior to the effective date of July 1, 2024 unless the State Board of Education and the school district agree otherwise.

(14) Approved Alternative Transportation costs shall include costs identified in or aligned with the plan presented in their request for a waiver and/or supplemental plan that has been approved by the State Board of Education.

(a) The Department may reimburse estimated Alternative Transportation costs during the school year the costs are incurred based on estimates provided by the school district, and then reconcile to actual costs the following school year.

(b) The Department shall not reimburse Alternative Transportation costs that exceed 5% of the school district's total Transportation Grant for the concurrent school year.

(15) Such items of expenditure as may be questionable in applying the policy stated in this administrative rule shall be resolved by the State Superintendent of Public Instruction and such determination shall be final.

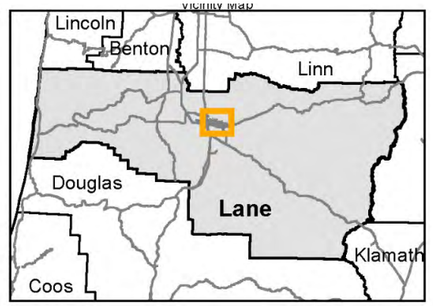
(16) Apportionment of the State School Fund for 2001–02 and subsequent years.

Statutory/Other Authority: ORS 327.013 & ORS 820.100 - 820.120
Statutes/Other Implemented: ORS 327.013 & ORS 820.100 - 820.120
History:
ODE 4-2024, amend filed 02/16/2024, effective 02/16/2024
ODE 51-2022, amend filed 10/26/2022, effective 10/26/2022

ODE 4-2021, amend filed 01/28/2021, effective 01/28/2021
ODE 38-2020, temporary amend filed 09/18/2020, effective 09/18/2020 through 03/16/2021
ODE 2-2020, amend filed 02/27/2020, effective 02/28/2020
ODE 4-2018, amend filed 02/21/2018, effective 02/21/2018
ODE 46-2016, f. & cert. ef. 11-1-16
ODE 4-2016, f. & cert. ef. 2-5-16
ODE 39-2014, f. & cert. ef. 9-3-14
ODE 22-2011, f. & cert. ef. 12-15-11
ODE 6-2010, f. & cert. ef. 4-26-10
ODE 8-2008, f. & cert. ef. 3-21-08
ODE 10-2006, f. & cert. ef. 2-21-06
ODE 9-2003, f. & cert. ef. 6-13-03
ODE 25-2001, f. & cert. ef. 11-7-01
ODE 9-2000, f. & cert. ef. 4-5-00
EB 4-1997, f. & cert. ef. 4-25-97
EB 21-1993, f. & cert. ef. 6-2-93
EB 3-1992, f. & cert. ef. 2-21-92
EB 42-1988, f. & cert. ef. 11-15-88
EB 32-1987, f. & ef. 12-10-87
EB 4-1987, f. & ef. 2-20-87
1EB 5-1986, f. 1-30-86, ef. 2-1-86
1EB 1-1985, f. 1-4-85, ef. 1-7-85
1EB 17-1983, f. 11-23-83, ef. 11-25-83
1EB 15-1982, f. 8-4-82, ef. 8-5-82
1EB 4-1982, f. & ef. 2-10-82
1EB 6-1981, f. 3-2-81, ef. 3-3-81
1EB 10-1980, f. & ef. 5-5-80
1EB 4-1978, f. 1-27-78, ef. 1-27-78
1EB 233, f. 6-11-76, ef. 6-18-76
1EB 220, f. 2-17-76, ef. 3-15-76
1EB 209, f. 12-5-75, ef. 1-16-76
1EB 181, f. 1-17-75, ef. 7-1-75
1EB 177, f. 10-2-74

Appendix B: Road Classification Map





Legend

Functional Classification

- Major Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Local Road/Alley
- City Limits
- Urban Growth Boundary
- Water Body

N

0 0.25 0.5 1

Miles

FIGURE 2
Functional Classification
Springfield TSP
Springfield, Oregon

PDX \\ROSA\PROJ\ODOT\407877SPRINGFIELDTSP\GIS\MAPFILES\2013_FINAL\FG3_FUNCTIONALCLASSIFICATIONS_2013.MXD ECLARK5 12/10/2013 8:54:40 AM

Appendix C

Springfield School District #19

Transportation Department

CHECK LIST FOR EVALUATION OF STUDENT WALK AREAS

Date of Observation_____

Affected School_____ Approximate Number of Affected Pupils_____

Name of Street Under Consideration_____- Between _____and_____

Measured distance between above points equals……._____ miles Average Grade: _____%

Measured distance to school from furthest _____ miles and nearest of above points equals _____ miles

CHECK APPROPRIATE ITEM IN EACH CATEGORY

1. Safety Along Road

Points		Condition(s)
15	____	Shoulder restricted by vegetation, ditches and/or culverts, with no available walk space distance walked greater than 200 feet
10	____	Shoulder restricted by vegetation, ditches and/or culverts, with no available walk space distance walked shorter than 200 feet
9	____	Shoulder 1-3 feet wide on one side of street
8	____	Shoulder 1-3 feet wide on both sides of street
7	____	Shoulder greater than three feet on one side
6	____	Shoulder greater than three feet on both sides of street
5	____	In-street, separated facility on one side of street
4	____	In-street, separated facility on both sides of street
3	____	Street level sidewalk separated from street with planter strip or parking on one side of street
2	____	Street level sidewalk separated from street with planter strip or parking on both sides of street
1	____	Raised sidewalk on one side of street
0	____	Raised Sidewalk both sides of street

2. Volume of Traffic

Points		
5	____	25 or more vehicles/minute
4	____	20 – 24 vehicles/minute
3	____	15 – 19 vehicles/minute
2	____	10 – 14 vehicles/minute
1	____	5 – 9 vehicles/minute
0	____	4 or less vehicles/minute

Averaged over a period of _____minutes

3. Average Vehicle Speed

Points		(Posted Speed: _____)
7	____	55 MPH or over
6	____	50 to 54 MPH
5	____	45 to 49 MPH
4	____	40 to 44 MPH
3	____	35 to 39 MPH
2	____	30 to 34 MPH
1	____	25 to 29 MPH
0	____	Less than 25 MPH

Observed between _____ & _____ a.m.; _____ & _____ p.m

Springfield School District #19

Transportation Department

CHECK LIST FOR EVALUATION OF STUDENT WALK AREAS

4. Type of Street

Points	
7	____ Major Arterial
6	____ Minor Arterial*
4	____ Major Collector*
2	____ Minor Collector*
0	____ Local

5. Width of Road (not including shoulders)

Points	
6	___Over 45 feet
5	___ 36 to 45 feet
4	___ 31 to 35 feet
3	___ 25 to 30 feet
2	___ 21 to 24 feet
1	___ 16 to 20 feet
0	___ less than 16 feet

*Subtract one point from these categories if a signal or crossing guard is available.

6. LCOG Crash Data

Points		
10	____	Four or more crashes
7	____	Three crashes
3	____	Two crashes
1	____	One crash
0	____	No crashes

7. Crossing Safety

Points*		
5	____	Enhanced crossings further than every quarter mile
4	____	Enhanced crossings every quarter of a mile
1	____	Enhanced crossings every eighth of a mile
0	____	Enhanced crossings at every intersection

- Arterials receive twice as many points as other road classifications – Double the Points

- Remove 3 points for elementary and 5 for middle if there is a traffic signal controlled crossing on the street in question. Exceptions will be where the number of vehicular turning movements through the school crosswalk exceeds 300 per hour while pedestrians are going to or from school, or when there are 4 or more lanes of traffic.

8. Other Conditions (rate on scale of 1 – 5 with 5 indicating high risk)

Points

____ Describe Condition: _____

____ Describe Condition: _____

9. Recapitulation of Points

	Category	Points
1.	Safety Along Road	____
2.	Volume of Traffic	____
3.	Vehicle Speed	____
4.	Type of Street	____
5.	Width of Road (not including shoulders)	____
6.	LCOG Crash Data	____
7.	Crossing Safety	____
8.	Other Conditions	____

Total Points ____

Automatic bussing threshold:

-Elementary Schools: 27.5
-Middle and High School: 34

Springfield School District #19

Transportation Department

RECOMMENDATION TO THE BOARD

9. Should School Bus Service Be Provided Yes____ No ____

Reasons for Decision: _____

_____

_____

_____

_____

10. Additional Transportation Expenses

a. Bus: _____

b. Operations: _____

c. Other: _____

_____ _____

Evaluator Transportation Management

How Roads Are Evaluated To Determine The Safety Of Walkers

1. **Safety Along Road:** This is the condition, size, and quality of the area usable for students to walk on for the road in question.

2. **Volume of Traffic:** The number of cars per minute during the time students would be walking to or from school on the road in question.

3. **Average Vehicle Speed:** Average vehicle speed during the time students would be walking to or from school on the road in question.

4. **Type of street:** Road classifications determined using the Springfield Road Classification Map.

5. **Width of road:** Based on the actual width of the road, measured from fog line to fog line, **~OR~** shoulder to fog line or shoulder, not including the actual shoulder, to determine the width of the road.

6. **LCOG Crash Data:** Lane Council of Governments maintains a publicly available map of Lane County traffic crashes containing data from 2007-2022.

7. **Crossing Safety:** A visual assessment was taken of hazard location to determine the frequency and quality of crossing locations.

8. **Other conditions:** Based on unsafe conditions not covered in the above criteria.

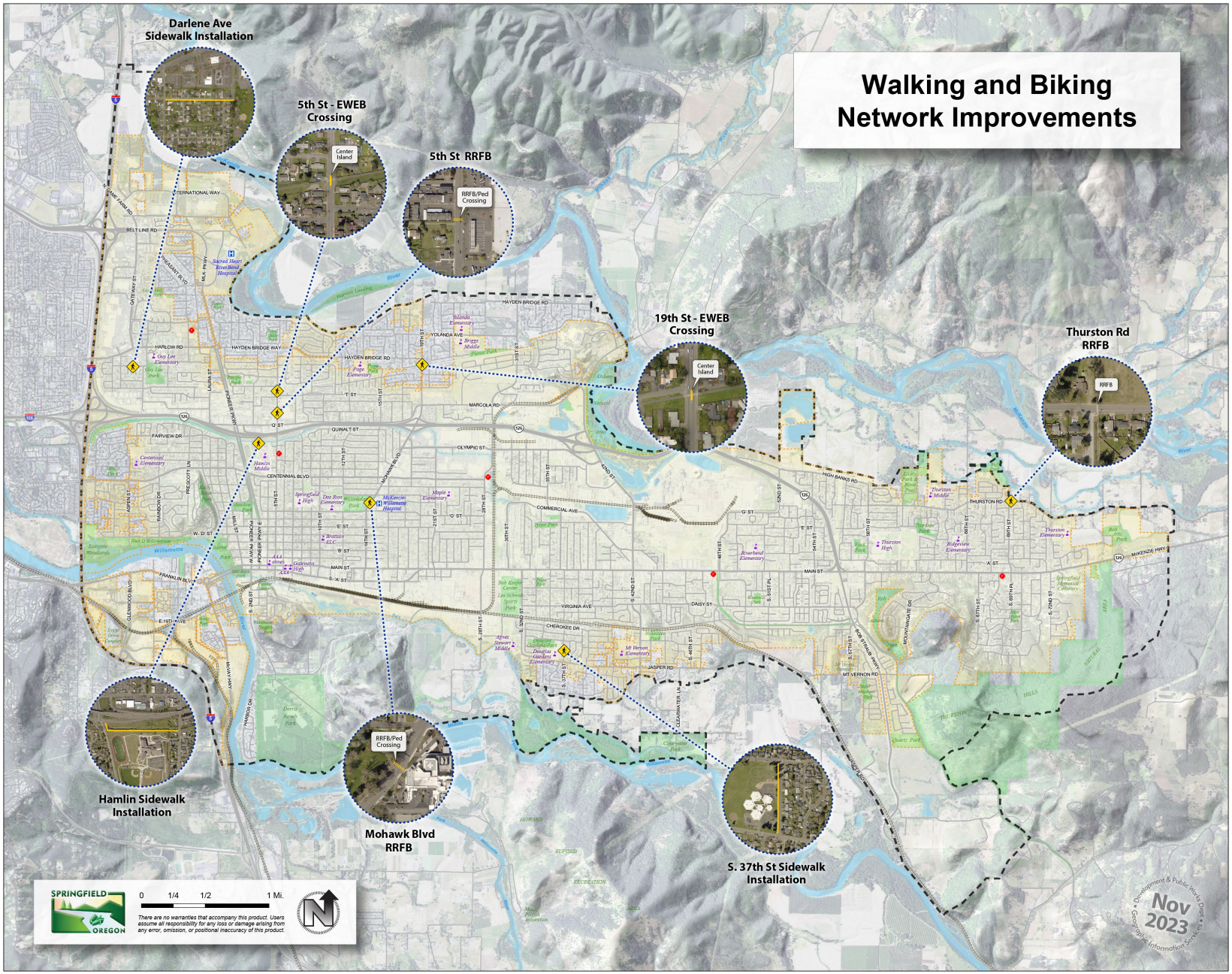
Appendix D Walk Area Survey Results

Name	ROAD	BETWEEN	AND	1	2	3	4	5	6	7	8	TOTAL
Elementary Schools												
Centennial	Centennial			0	3	4	5	6	10	4	0	32
Douglas Gardens	Jasper	34th	Dondea	0	1	2	1	4	3	3	4	18
	32nd	N. of Railroad	*District policy exempts area from Elementary WZ*									
Guy Lee	N. of Harlow Road			0	3	4	5	6	10	4		32
Maple	E. of 28th			1	2	3	4	5	10	5	1	31
Mt. Vernon	E. 42nd	Mt. Vernon Rd.		0	2	3	5	5	7	4	0	26
	Jasper Rd.	E. of Dixie		8	4	2	4	3	6	5	0	32
	42nd	N. of Railroad Tracks	*District policy exempts area from Elementary WZ*									
Page	*No supplemental routes needed for this school*											
Ridgeview	S. of Main St		*District policy exempts area from Elementary WZ*									
Riverbend	48th St	N of C St.		8	0	4	4	3	2	5	2	28
	G St			8	0	4	4	3	2	5	2	28
Thurston	Thurston	E. of School		10	0	5	2	2	1	5	2	27
	Thurston	NW of 69th		0	1	3	4	5	6	3		22
	S. of Main St		*District policy exempts area from Elementary WZ*									
Two Rivers / Dos Rios	E. of Pioneer Pkwy.			0	2	3	6	5	10	4		30
	Mohawk	N. of M		0	3	2	5	6	10	2		28
Walterville	McKenzie River Hwy.		*District policy exempts area from Elementary WZ*									
Yolanda	S. EWEB Path	E of 31st		1	1	2	2	2	5	10	2	22
	S. of Marcola	19	31st	0	1	2	4	5	10	5	0	27
	Hayden Bridge	E. of 31st		10	0	3	2	5	1	5	1	27

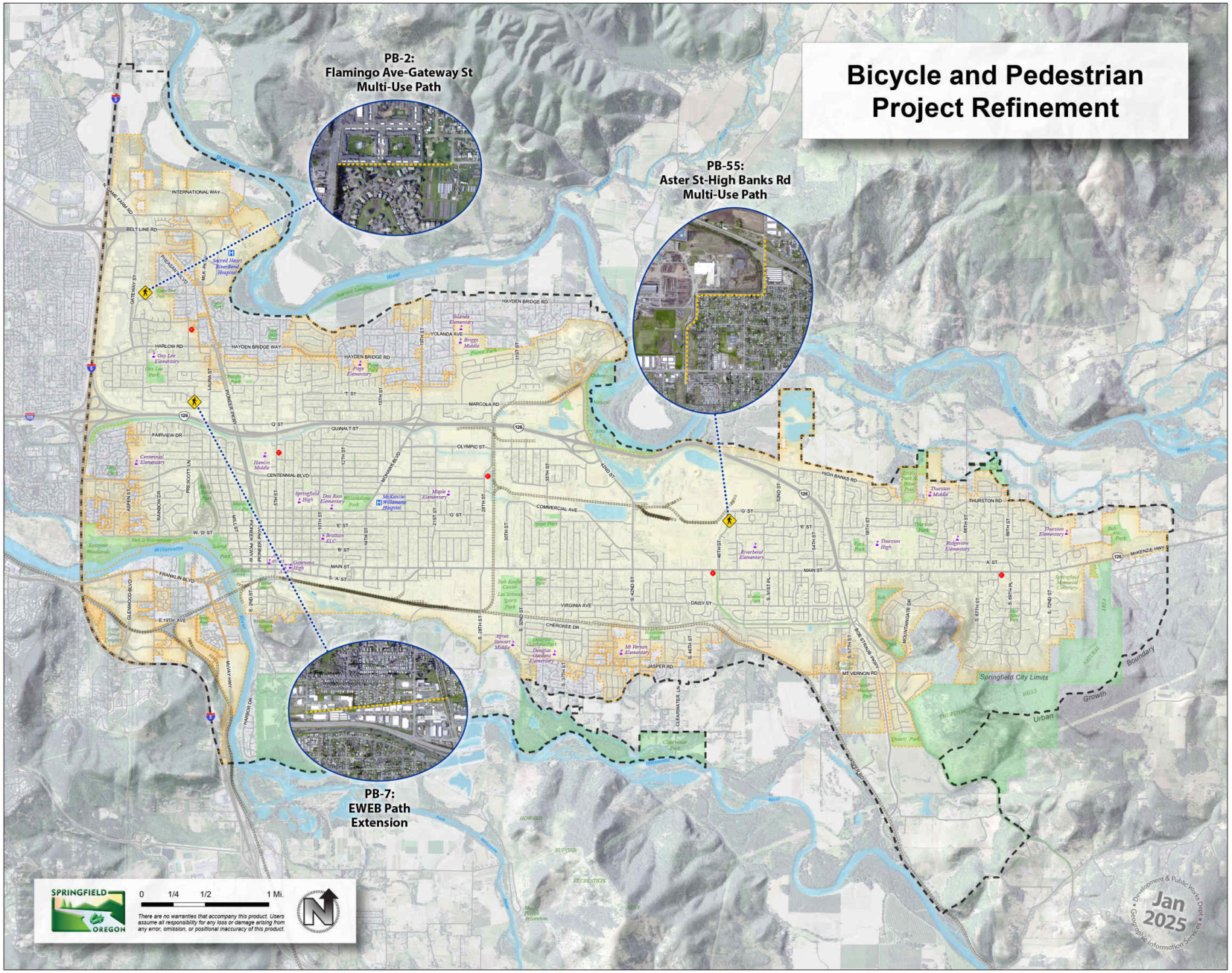
NAME	ROAD	BETWEEN	AND	1	2	3	4	5	6	7	8	TOTAL
Middle Schools												
Agnes Stewart	Daisy	42nd		0	3	3	6	5	10	8	2	37
Briggs	Mohawk	S. of Hwy 126		0	3	3	6	4	10	2	0	34
Hamlin	Centennial			0	3	4	4	6	7	0	0	33
Thurston	Thurston	E. of 72nd		9	1	3	2	6	10	4	0	34
	Main	66th		0	5	4	7	5	10	0	0	32

NAME	ROAD	BETWEEN	AND	1	2	3	4	5	6	7	8	TOTAL
High Schools												
Springfield	Main	2nd	Pioneer Pkwy.	0	5	2	6	5	10	0	0	28
Thurston	Main	I-126	54th	0	5	5	7	6	10	2	0	35

Appendix E: Springfield Walking and Biking Network Improvements



Appendix F: Springfield Bicycle and Pedestrian Project Refinement Areas



RESOLUTION: #24-25.063 **DATE: JUNE 9, 2025**

RESOLUTION TO TRANSFER BUDGET APPROPRIATIONS

RELEVANT DATA:

This resolution is necessary to recognize additional revenue and properly record expenditures in the 2024-2025 budget appropriations within the levels as required by Oregon Budget Law. Oregon Budget Law requires that expenditures are recorded within the proper account, and that expenditures not exceed the total amount budgeted by function level (1000 – instruction, 2000 – support services, etc.). Additionally, a formal resolution by the school board is required to transfer budget appropriations between function levels. These transfers do not increase the budget in any one fund, or the district budget overall. This resolution impacts the district General Operating Fund and Special Revenue Funds. When the budget document is prepared, estimates of where expenditures will occur are made based upon the previous year's expenditure trends and grant awards.

RESOLUTION:

BE IT HEREBY RESOLVED, that the Board of Directors for Springfield School District No. 19, hereby allocate budget appropriations and approve transfers for the 2024-2025 fiscal year within the funds and functions listed below:

General Fund (Fund 100): Purchase of facilities equipment

Expenditures:		
100-4150	Building Acquisition/Improvements	($310,000)
100-2543	Support Services	$310,000

General Fund (Fund 100): SBITA Compliance

Revenues:		
100-5170	Other Financing Sources (SBITA)	$300,000
Expenditures:		
100-2000	Support Services	($75,000)
100-5100	Debt Service	$375,000

Special Revenue Fund (Fund 200): SBITA Compliance

Revenues:		
200-5170	Other Financing Sources	$625,000
Expenditures:		
200-2000	Support Services	($50,000)
200-1000	Instruction Services	$75,000
200-3000	Enterprise & Community Services	$200,000
200-5100	Debt Service	$400,000

Submitted by: Recommended by:

Brett M. Yancey
Chief Operations Officer

Todd Hamilton
Superintendent

RESOLUTION #24-25.064 DATE: June 9, 2025

OSAA Cooperative Sponsorship

RELEVANT DATA:

Full member schools, located in the same geographic area, may apply for cooperative sponsorship for an OSAA activity when a school has difficulty sponsoring the activity by itself.

For the 2025-26 academic year, the following program is applying for cooperative sponsorship:

- Girls Soccer – Springfield High School and Mohawk High School

Support for this application will make activities available for students that would not be available in their resident school because of a lack of numbers if joint sponsorship did not occur.

RECOMMENDATION:

It is recommended that the Board of Directors support the OSAA Cooperative Sponsorship Application for Girls Soccer between: Springfield High School and Mohawk High School.

SUBMITTED

David Collins
Assistant Superintendent

RECOMMENDED BY

Todd Hamilton
Superintendent

RESOLUTION #24-25.065 DATE: June 9, 2025

2025-2026 Board Meeting Schedule

RELEVANT DATA:

The proposed meeting schedule includes one business meeting each month (2nd Monday) and periodic work sessions (4th Monday) throughout the school year. Work sessions, typically held as a second monthly meeting, provide board members with opportunities for learning, planning, and thoughtful discussion.

Meetings are adjusted as necessary due to federal holidays.

One business meeting is scheduled during the months of November, December, March and May. An organizational meeting is scheduled for July.

Budget work sessions are traditionally held in January, February, and March. Budget Committee meetings are typically held in May. The Board will be asked to consider and approve a separate Budget Calendar in fall 2025, outlining meeting dates and other important events.

RECOMMENDATION:

It is recommended that the Board of Directors approve the 2025-2026 Board Meeting Schedule as presented.

SUBMITTED

Todd Hamilton
Superintendent

SPRINGFIELD PUBLIC SCHOOLS
Every Student, Every Day

Board Meeting Schedule 2025-26

Springfield Board of Education Business Meetings will typically be held one time per month beginning at **7:00 PM on the second Monday, unless otherwise noted on the district website:** https://www.springfield.k12.or.us/boardmeetings. Additional Special Meetings will be held on the fourth Monday throughout the 2025-2026 School Year. **Meeting dates are subject to change**. Only one meeting is scheduled for the months of November, December, March, and May.

Date	Location	
July 1	Admin Building	Organizational Meeting
August 11	Admin Building	Business Meeting
August 25	Admin Building	Special Meeting
September 8	Admin Building	Business Meeting
September 22	Admin Building	Special Meeting
October 13	Admin Building	Business Meeting
October 27	Admin Building	Special Meeting
November 10	Admin Building	Business Meeting
December 8	Admin Building	Business Meeting
January 12	Admin Building	Business Meeting
January 26	Admin Building	Special Meeting
February 9	Admin Building	Business Meeting
February 23	Admin Building	Special Meeting
March 9	Admin Building	Business Meeting
April 13	Admin Building	Business Meeting
April 27	Admin Building	Special Meeting
May 11	Admin Building	Business Meeting
June 8	Admin Building	Business Meeting
June 22	Admin Building	Special Meeting

All meetings will be held at the **SPS Administration Building, 640 A Street, Springfield, Oregon**.

Approved:

RESOLUTION #24-25.070 DATE: June 9, 2025

Superintendent Contract

RELEVANT DATA:

In accordance with Board Policy CBC, the following recommendation is presented for the Board's consideration.

RECOMMENDATION:

It is recommended that the Board of Directors approve a two-year extension of the Superintendent's contract terminating on the 30th day of June 2028, and authorize Board Chair De Graff to negotiate and execute the employment contract.

SUBMITTED & RECOMMENDED BY

Nicole De Graff
Board Chair

RESOLUTION: #24-25.066 **JUNE 9, 2025**

DESIGNATION OF DISTRICT OFFICERS, CLERKS, DEPOSITORIES AND CONTRACT REVIEW BOARD

RELEVANT DATA:

Oregon Revised Statutes (ORS) require a governing body to designate at the beginning of each fiscal year the individuals who will have authorization to act as the district officers, clerks, to designate the financial institutions the district uses for the investment of funds and to review the status of, and rules adopted, by the Local Public Contract Review Board.

The resolution designates the following: Budget Officer (ORS 294.331), Clerks of the District (ORS 332.515), Custodian(s) of Funds (ORS 328.441, 328.445), Public Contract Rules (ORS Chapter 279 and OAR Chapter 137), Grant Officer, and Depositories of Funds (ORS 328.441, 294.805 – 294.895).

RECOMMENDATION:

It is recommended that the Board of Directors approve the resolution designating District officers, clerks, and agents, including the depositories for District funds as listed on the attached documents for the 2025-2026 fiscal year.

SUBMITTED BY:

Brett M. Yancey
Chief Operations Officer

RECOMMENDED BY:

Todd Hamilton
Superintendent

RESOLUTION: #24-25.066 **JUNE 9, 2025**

DESIGNATION OF DISTRICT OFFICERS, CLERKS, DEPOSITORIES AND CONTRACT REVIEW BOARD

BUDGET OFFICER:

Be it resolved, that Brett Yancey is hereby designated to serve as Budget Officer of the Springfield Public Schools for the fiscal year 2025-2026.

DISTRICT CLERKS:

Be it Resolved, that law designates Todd Hamilton, Superintendent of Springfield Public Schools, as Clerk of said District for the fiscal year 2025-2026.

Whereas, it is advisable for additional staff members to be designated as Deputy Clerk.

Be it Resolved, that Brett Yancey, Chief Operations Officer, Joan Bolls, Director of Finance (through August 31, 2025) and Melissa Stalder, Director of Finance (beginning September 1, 2025) be appointed as Deputy Clerks for the Springfield Public Schools for the 2025-2026 fiscal year.

Be it further Resolved, that adequate insurance coverage be obtained for the above-named Clerk and Deputy Clerk(s), in accordance with ORS 332.525.

Be it further Resolved, the Board of Directors authorizes the Superintendent and Chief Operations Officer to have signature authority on all matters and issues related to conducting business of the School District. It is also recognized that the Superintendent shall have the authority to delegate levels of signature, outlining appropriate areas for designees (by content area).

GRANT OFFICER:

Whereas, grant funding may become available through Federal, State or other sources; and,

Whereas, certain available grant funds may be deemed beneficial toward improvement of the district's educational system;

Be it Resolved, that the Superintendent or the Chief Operations Officer be named as the Local Agency Representative(s) and shall hereby be authorized to execute and file application(s) for and on behalf of the district and otherwise act as the district's representative in all activities related to grants for the fiscal year 2025-2026.

PUBLIC CONTRACT REVIEW:

Be it Resolved, that the Board of Directors will act as its own contract review board granted authority under ORS 279A.060, and also adopts the current Oregon Attorney General's Model Public Contracts Manual stipulated by ORS 279A, 279B, 279C, OAR 137 Divisions 46, 47, 48, and 49. Additionally, the Board of Directors delegate the Superintendent and Chief Operations Officer to carry out this full authority for the 2025-2026 fiscal year.

INVESTMENT DEPOSITORIES:

Whereas, Springfield Public Schools has statutory authority for investment of funds,

Be it Resolved, that the following depositories are hereby approved as official depositories of Springfield Public Schools for the 2025-2026 fiscal year:

Banner Bank, Umpqua Bank, US Bank, Oregon State Treasury Local Government Investment Pool, Computershare Corporate Trust and Piper Jaffrey & Company.

Be it further Resolved, that the Clerk of the District or the Deputy Clerks, as Custodian of Funds, are authorized to establish accounts and to issue checks against such accounts bearing the original signature of the Clerk or Deputy Clerk(s) or the facsimile signature of the Clerks in accordance with ORS 328.411 and 328.445.

Board Chair Date

Superintendent Date

RESOLUTION #: 24-25.067 **JUNE 9, 2025**

PROPERTY AND LIABILITY INSURANCE
WORKER'S COMPENSATION INSURANCE

RELEVANT DATA:

Property & Casualty Insurance:

In preparation for the 2025-2026 fiscal year, the Springfield Public Schools requested the district's agent of record request bids for property, casualty and liability insurance policies. The district has received a premium quotation for property, casualty and liability insurance coverage and the most economical quotation received is approximately 14.3% increase compared to premiums paid for the 2025-2026 fiscal year, which is a total increase of approximately $201,540 which is less than anticipated during the budget development process by approximately 5.5%. Additional coverage purchased includes an additional $10 million policy for sexual assault and molestation. The decision to purchase this additional coverage is due to limitations PACE has implemented for the new year.

Overall, insurance market conditions are volatile based on several factors. Employment and boundary invasion claims continue to be a concern in the overall market, as well as large property claims from natural disasters. The agent of record (Brown and Brown Northwest) recommends coverage under Special District Association of Oregon that meets or exceeds current levels of coverage.

Worker's Compensation Insurance:

Annually, the Springfield Public Schools reviews insurance and worker's compensation policies to ensure the most cost-effective plans for the upcoming year. For the 2025-2026 fiscal year SAIF Corporation quoted $461,606, which is approximately $12,089 less than the current year. Coverage under this proposal is identical and consistent with current plans. The anticipated increase is due to increased compensation for employees, experience and the nondisabling claims reimbursement program.

RECOMMENDATION:

Be it Hereby Resolved, that the Springfield Public Schools Board of Directors renew property, casualty and liability insurance coverage, including earthquake and flood coverage under Special District Association of Oregon for the period July 1, 2025 – June 30, 2026.

Be it Hereby Resolved, that the Springfield Public Schools Board of Directors renew worker's compensation insurance coverage under SAIF Corporation for the period July 1, 2025 – June 30, 2026.

Submitted by:

Brett M. Yancey
Chief Operations Officer

Recommended by:

Todd Hamilton
Superintendent

RESOLUTION: #24-25.068 **JUNE 9, 2025**

DESIGNATION OF DISTRICT LEGAL COUNSEL AND MUNICIPAL AUDITOR

RELEVANT DATA:

Oregon Revised Statutes (ORS) require a governing body to designate at the beginning of each fiscal year the individuals and/or firms who will have authorization to act as the district's legal counsel and auditors.

RECOMMENDATION:

It is recommended that the Board of Directors approve the resolution designating District agents as listed on the attached documents for the 2025-2026 fiscal year.

SUBMITTED BY:

Brett M. Yancey
Chief Operations Officer

RECOMMENDED BY:

Todd Hamilton
Superintendent

RESOLUTION: #24-25.068 **JUNE 9, 2025**

DESIGNATION OF DISTRICT LEGAL COUNSEL AND MUNICIPAL AUDITOR

LEGAL COUNSEL:

Be it Resolved, that Garrett, Hemann, Robertson PC is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2025-2026 for general counsel services and special education services.

Be it Resolved, that Thorp, Purdy, Jewett, Urness & Wilkinson PC is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2025-2026 for general counsel, contracting services, and property transactions.

Be it Resolved, that the Hungerford Law Firm, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2025-2026 for labor relations and special education services.

Be it Resolved, that Bullivant Houser Bailey PC, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2025-2026 for liability, litigation and other specialized services.

Be it Resolved, that Oregon School Boards Association, Policy and Legal Services is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2025-2026 for general counsel services.

Be it Resolved, that Foster Garvey PC, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2025-2026 for litigation and bond counsel services.

Be it Resolved, that Miller Nash Graham & Dunn LLP, is hereby designated to serve as legal counsel of Springfield Public School for the fiscal year 2025-2026 for contract administration, construction law, Civil Rights, Title 9, Immigration and litigation.

All services will be provided on an "as needed" basis at the hourly rates indicated in the proposal responses.

AUDITOR:

Be it Resolved, that the firm of Clear Trail CPA's, are hereby designated to serve as municipal auditors for Springfield Public Schools for the fiscal year 2025-2026.

_____

Board Chair Date

_____

Superintendent Date

RESOLUTION: #24-25.069 **JUNE 9, 2025**

2025-2026 BUDGET RESOLUTIONS

RELEVANT DATA:

The district began holding work sessions with the Budget Committee in January 2025 to discuss parameter and estimates for the 2025-2026 fiscal year. All information from District stakeholders, Oregon Department of Education and the Oregon State Legislative process was used to construct the proposed operating budget for the Springfield School District. Following months of preparation, the 2025-2026 proposed budget was delivered to the Budget Committee on May 8, 2025. The Springfield School District Budget Committee approved the proposed budget for 2024-2025 without modification. At this time there are no modifications from the approved budget to the adopted budget being proposed.

Brett Yancey will be available at the meeting for additional questions.

RECOMMENDATION:

It is recommended that the Board of Directors adopt the 2025-2026 Budget Resolution as presented on the attached sheet.

Submitted by:

Brett M. Yancey
Chief Operations Officer

Recommended by:

Todd Hamilton
Superintendent

RESOLUTION: # 24-25.069 **Date: June 9, 2025**

2025-2026 BUDGET RESOLUTIONS

BE IT RESOLVED that the Board of Directors of the Springfield School District hereby adopts the budget for the fiscal year 2025-26 in the sum of $266,188,367 now on file at the Springfield School District Administration Office.

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

General Fund		
Instruction	$	79,073,712
Support Services		59,504,772
Facilities Acq & Const		1,924,090
Transfers		2,488,314
Contingencies		1,000,000
* Unappropriated Fund Balance		7,285,278
Total	$	151,276,166
Special Revenue Funds		
Instruction	$	24,429,434
Support Services		14,325,383
Community Services		9,559,772
Facilities Acq & Const		2,454,874
Debt Service		708,813
Transits		2,598,523
Contingencies		1,060,000
* Unappropriated Fund Balance		9,824,855
Total	$	64,961,654
Debt Service Funds		
Support Services	$	1,000
Debt Service		20,533,753
* Unappropriated Fund Balance		913,403
Total	$	21,448,156

Capital Projects Funds		
Support Services	$	177,500
Facilities Acq & Const		180,000
Contingencies		25,876
Total	$	383,376
Internal Services Funds		
Support Services	$	26,081,428
Contingencies		300,000
* Unappropriated Fund Balance		1,104,587
Total	$	27,486,015
Trust and Agency Funds		
Support services	$	173,500
* Unappropriated Fund Balance		459,500
Total	$	633,000
Total Appropriations	$	246,600,744
Total Unappropriated Funds	$	19,587,623 *
TOTAL ADOPTED BUDGET	$	266,188,367

* Unappropriated Ending Fund Balances are <u>not</u> appropriated.

BE IT RESOLVED that the Board of Directors of the Springfield School District hereby imposes the taxes provided for in the adopted budget at the rate of $4.6412 per $1,000 of assessed value for operations; and in the amount of $6,526,316 for bonds; and that these taxes are hereby imposed and categorized for tax year 2025-26 upon the assessed value of all taxable property within the district.

	Education Limitation	Excluded From Limitation
General Fund…….…….....	$4.6412/$1000	
Debt Service Fund…….……..……..…….		$ 6,526,316

The above resolution statements were approved and declared adopted on this 9th day of June 2025.

Superintendent

Board Chair