Philomath School District 17J

Regular Board Meeting

April 16, 2026

Date and Time

Thursday April 16, 2026 at 7:00 PM PDT

Location

Philomath High School Community Conference Room

Agenda

		Time
I.	**Opening Items**	**7:00 PM**
A.	Call the Meeting to Order	
B.	Open Session	5 m

1. Pledge of Allegiance
2. Approval of Consent Agenda
3. Request for Agenda Modifications
4. Public Comment: To comment, please arrive before the meeting begins and complete a green "Request Card", and turn it into the Board Secretary prior to the meeting. Please email michele.mcrae@philomath.k12.or.us by 3:00 pm on the day of the meeting to submit a comment via email.

		Time
II.	**Reports**	**7:05 PM**
A.	Student Government Report	5 m
B.	Association Reports	5 m
	• PEA • OSEA	
C.	Superintendent's Report	10 m
D.	Financial Report	5 m
E.	School Board Liaison Check-In	5 m
III.	**Discussion Items**	**7:35 PM**
A.	2025-2026 District Objectives	30 m
	• Overall Structure • Attendance Actions • Literacy Foundations	
B.	Safety Procedures	15 m
	Emergency Response - Safety (including ICE)	
C.	Student Representative to the Board	5 m
IV.	**Action Items**	**8:25 PM**
A.	Approve 2027-2028 School Year Calendar	5 m
B.	Policies	5 m
V.	**Closing Items**	**8:35 PM**
A.	Board Recognition	10 m
B.	Next Meeting Agenda Items	3 m
	• District Objectives	

Time

- Student Services Report
- Facilities Report
- Student Representative to School Board

C. Board Thanks 5 m

D. Board Requests

E. Adjourn Meeting

Coversheet

Open Session

Section: I. Opening Items
Item: B. Open Session
Purpose:
Submitted by:
Related Material: Consent Agenda.pdf
Regular Board Meeting Minutes March 12, 2026.pdf
Special Board Meeting Minutes April 6, 2026.pdf

Philomath School District 17J

CONSENT AGENDA

April 16, 2026

Updated: 4/17/26 10:47 AM

A. Minutes:
1. March 12, 2026 Regular Board Meeting Minutes
2. April 6, 2026 Special Board Meeting Minutes

B. Out of State Travel: None

C. Unpaid Leave of Absence Request:
1. Lisa Cowden, PES Teacher — Unpaid Leave for the 2026-2027 School Year

D. Personnel/Staffing Adjustments:
1. **Retirements:**
   - **a.** Steve Bennett — PHS Teacher – Effective 6/12/26
   - **b.** Glenda Bush — PMS IA – Effective 6/11/26
   - **c.** D'ette Hendrix — PES RTII Asst. – Effective 6/11/26
2. **Resignations:**
   - **a.** Amber Vaughn — PHS Teacher – Effective 6/12/26
   - **b.** Berakah Simpkins — PES IA – Effective 6/11/26
   - **c.** Anna Ayres — PMS IA – Effective 4/18/26
3. **New Hires:** None
4. **Staff Reassignments/Changes in FTE:** None
5. **Coaches:** None
6. **Extra Duty Assignments:** None

REGULAR BOARD MEETING

Meeting Minutes

PHILOMATH SCHOOL DISTRICT 17J
Philomath High School Library
2054 Applegate Street, Philomath
3/12/2026 07:00 PM

I. EXECUTIVE SESSION

A. **Executive Session:** The Board met in executive session at 5:30 pm per ORS 192.660(2)(f) to consider records exempt by law from public inspection; and per ORS 192.660(2)(b) to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or agent, unless he or she requests an open meeting.

II. REGULAR SESSION

A. **Call to Order**: The Regular Session of the Philomath School District Board of Directors was called to order by Board Chair Tom Klipfel at 7:05 pm on March 12, 2026 at the Philomath High School Library located at 2054 Applegate Street. Those in attendance included Philomath School District Board of Directors Tom Klipfel, Erin McMullen, Sandi Hering, Ryan Cheeke and Erin Gudge; Superintendent Susan Halliday; Business Manager Jennifer Griffith; and Executive Assistant Michele McRae.

B. **Open Session**

1. **Pledge of Allegiance**: Superintendent Halliday led us in the Pledge of Allegiance.
2. **Approval of Consent Agenda**: Director Hering moved to approve the Consent Agenda as presented. Director Gudge seconded the motion, and the Board approved it unanimously. Motion passed 5-0.
3. **Request for Agenda Modifications**: Superintendent Halliday said that the Transportation Contract was removed from the agenda due to a protest that was filed, per the process.
4. **Public Comment**: Zane Gosda commented to support a teacher. He has 7 children currently attending schools in the District. He spoke positively about how the teacher supported and helped some of his students. Crosbie Walsh is a father of two students in this district. He said that he is here to speak in support of the teacher who has served the disadvantaged and the most challenged in the community for over a decade.

III. REPORTS

A. **ASB report:** The high school student body representatives, Lucy and Laura, reported that they hosted a fundraiser called Pop-Up Kindness, where students could buy a soda for a classmate. They're preparing for 3rd Trimester events. They will have their annual field day

along with their homegoing events. Superintendent Halliday reported on feedback from high school students that was sent out in a survey.

B. **Association Reports**
    1. **PEA:** Emily Helpenstell, the PEA Vice-President, said that they are waiting for further information about their evaluation process. She expressed their appreciation for the effort that has gone into updating the district's emergency procedures and the complexities in planning around "what if's". They asked that hiring decisions be made soon, so that they can hire the best possible candidates.
    2. **OSEA:** No report tonight.

C. **Superintendent's Report:** Superintendent Halliday reported that her report was included in the packet. She said that Classified employees week was celebrated. Today is exclusion day for students who weren't vaccinated or excused from vaccinations, and Philomath had no students excluded. She said that a survey went out to staff about the 2027-2028 calendar and that the draft calendar will be brought to the April Board meeting for adoption. Battle of the Books Regionals took place and Philomath students participated. Summer learning will take place the last 2 weeks in June, and the Bridges program will take place in August.

D. **Financial Report:** The financial reports were included in the Board packet, and Jennifer Griffith, the District's Business Manager, reported that the State School Estimate for 2026-2027 has been released. She said that the Local Option Equalization Grant has been allocated for this year, and the District should receive the full amount for this year.

E. **School Board Liaison Check-In:** Director McMullen reported that she spent time at the Philomath Academy.

IV. DISCUSSION ITEMS

A. **Strategic Plan/Objective Updates**

1. **Attendance:** Superintendent Halliday said they are starting to fill in Strategic Plan data for regular attenders. She said that when the administrators get together as a whole, they will start to talk about how they can help improve student attendance. She expounded on the data that she presented. She showed some resources available to help schools with attendance issues. Director Klipfel said that at the next meeting, they should talk about what the next steps should be. Director McMullen, pointed out that one of their other goals, building relationships, meshes with the attendance issues.

B. **Safety Procedures:** Superintendent Halliday presented a plan for student safety and following policies and procedures to make sure students are kept safe in all situations. She shared a document showing standard operating protocols for different situations. Director Klipfel encouraged Superintendent Halliday to ask the staff for feedback about the document.

C. **Legislative Updates:** Superintendent Halliday highlighted some of the legislative updates. The Local Option Levy Equalization Grant will be funded. She pointed out that HB 4075 passed and the money will be taken from the State School Fund, and it opens the door to continue to take money from that fund. No additional money was allotted for Outdoor School, so schools will have to decide how to handle increases for Outdoor School.

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V. ACTION ITEMS

A. **Licensed Renewals:** Director Gudge moved to approve the licensed renewal list as presented in the Board packet. Director Cheeke seconded the motion, and the Board approved it unanimously. Motion passes 5-0.

B. **Licensed Non-Renewals:** Director Gudge moved to accept the Superintendents recommendation to non-renew the employee as listed by employee number on the non-renewal list. Director Hering seconded the motion, and the Board approved it unanimously. Motion passes 5-0.

C. **Inter-District Transfer Allowances for the 2026-2027 School Year:** Director Cheeke moved to accept the recommended inter-district transfer numbers as presented in the Board packet. Director Gudge seconded the motion, and the Board approved the motion unanimously. Motion passes 5-0.

D. **Public Complaints:** Director Klipfel said that there are two public complaints against employees. Director Gudge moved to accept the public complaints and delegate the authority to Board Chair Klipfel to respond to them. Director McMullen seconded the motion and the Board approved it unanimously. Motion passes 5-0. Director Klipfel said that he will reach out to the complainant to schedule the hearings simultaneously.

E. **Executive Session Action:** This motion was made during Licensed Non-Renewals.

VI. CLOSING ITEMS

A. **Board Recognition:** Director Klipfel congratulated recipients of Samaritan Awards. Board Members Ryan Cheeke, Sandi Hering, and Superintendent Halliday were all recipients of Samaritan Awards from a ceremony in February. He also congratulated the girl's basketball team for advancing to the tournament, and Robotics was congratulated for advancing to Regionals.

B. **Next Meeting Agenda Items**: Attendance plans and other objectives on the Strategic Plan; safety document, policies, pool update.

C. **Board Thanks**

D. **Board Requests**

E. **Adjournment**: Board Chair Tom Klipfel adjourned the meeting at 8:22 pm.

_____

Board Chair

_____

Superintendent

_____

Date

REGULAR BOARD MEETING

Meeting Minutes

PHILOMATH SCHOOL DISTRICT 17J
Philomath High School Library
2054 Applegate Street, Philomath
4/6/2026 07:00 PM

I. OPEN SESSION

A. Call the Meeting to Order: Board Chair Tom Klipfel called the meeting to order at 7:11 pm. Those present were Board Directors Tom Klipfel, Erin McMullen, Sandi Hering, Ryan Cheeke, and Erin Gudge; Superintendent Halliday, Executive Assistant Michele McRae, and legal representative Elizabeth Polay.

B. Executive Session: The Board convened into executive session at 7:11 pm per ORS 192.660(2)(b) to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public office, employee, staff member or agent, unless he or she requests an open meeting; and per ORS 192.660(2)(f) to consider records exempt by law from public inspection.

C. Open Session: The Special Session of the Philomath School District Board of Directors was called to order by Board Chair Tom Klipfel at 7:44 pm on April 6, 2026 at the Philomath High School Library located at 2054 Applegate Street. Those in attendance included Philomath School District Board of Directors Tom Klipfel, Erin McMullen, Sandi Hering, Ryan Cheeke and Erin Gudge; Superintendent Susan Halliday; Business Manager Jennifer Griffith; and Executive Assistant Michele McRae.

1. **Request for Agenda Modifications**: There were no modifications to the agenda.

II. ACTION ITEMS

A. Complaint Resolution: Director Cheeke moved to deny both of the complaints filed. Director Hering seconded the motion, and the Board approved it unanimously. Motion passes 5-0.

B. Award Transportation Contract: Director Hering moved to award the transportation contract to First Student. Director Gudge seconded the motion, and the Board approved it unanimously. Motion passes 5-0.

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C. Adjournment: Board Chair Tom Klipfel adjourned the meeting at 7:50 pm.

_____
Board Chair

_____
Superintendent

_____
Date

Powered by BoardOnTrack

Coversheet

Superintendent's Report

Section: II. Reports
Item: C. Superintendent's Report
Purpose: FYI
Submitted by:
Related Material: Superintendents Report.pdf
Executive Order.pdf

Philomath School District 17J

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

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

Philomath School District 17J
Board of Directors
Superintendent Report
April 16, 2026

National Assistant Principals Week:
April 6-10, 2026 was National Assistant Principals Week! In Philomath, we have great appreciation for our assistant principals. If you did not get the opportunity last week, please take a moment to thank these wonderful individuals for their contributions to our schools.



Thank You!

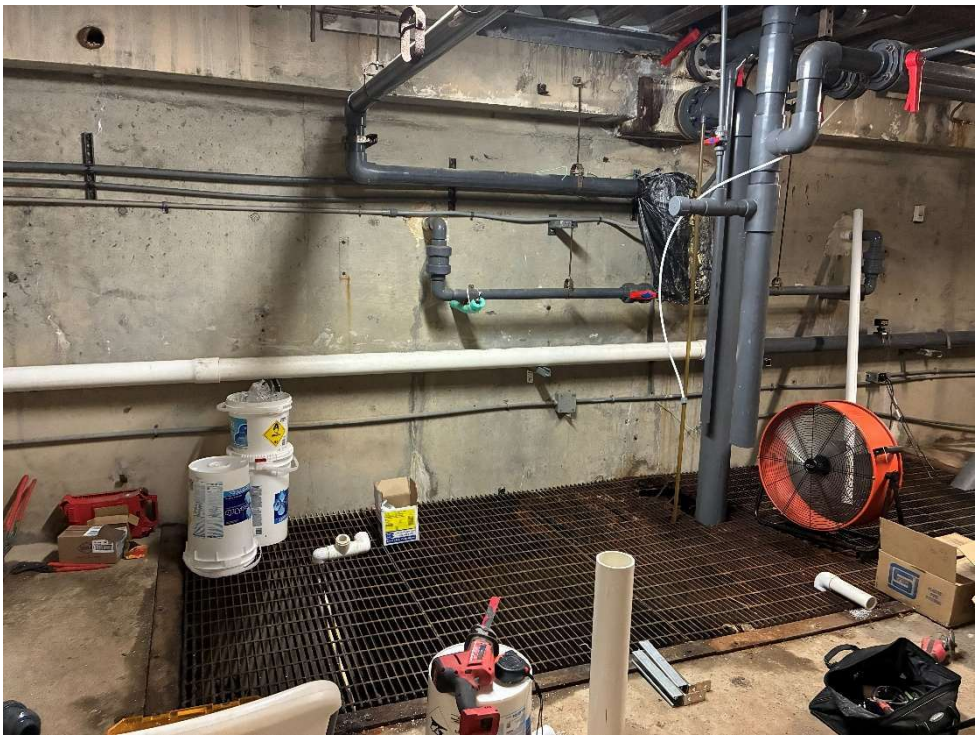
DeeDee Collins, Philomath High School
Jamon Ellingson, Philomath Middle School
Mike Hood, Philomath High School
Mike McDonough, Philomath Elem. School

Teacher Appreciation Week:
May 4-8, 2026 is a week dedicated to Teacher Appreciation! AND May 6-12 is dedicated to our Nurses!





Clemens Community Pool:
Phase One of our work is almost complete, with the majority taking place last week. Old filters were removed and new filters installed. The difference in filter size is significant. Also, the water flow with five operational filters has exceeded the flow of the older six filters! Chemical controller comes early in summer!




WARNING




STA-RITE

Oregon Executive Order: Student Instructional Time:
An Executive Order was issued today by Oregon Governor Tina Kotek related to student instructional time. The order was issued "to protect and restore student instructional time in Oregon schools, taking action to prioritize academic outcomes and ensure every student has access to consistent, high-quality learning."

Key Actions in Executive Order:

- *Protects Student Instructional Time Levels:* The order directs the Oregon Department of Education (ODE) to request that the State Board of Education (SBE) immediately prioritize policies that prevent any further reductions in student instructional time due to budget or operational pressures.
- *Restores Lost Learning Time:* School districts that have already reduced student instructional time for the 2025–26 or 2026–27 school years must submit plans within 90 days outlining how they will restore that time to at least 2024–25 levels by the start of the 2027–28 school year.
- *Ends Instructional Time Waivers:* Effective immediately, ODE is prohibited from granting or renewing waivers that allow districts to fall below minimum hours of instructional time, except in cases of declared emergencies.
- *Refocuses Time on Classroom Learning:* The order calls for changes to state rules so that hours of instructional time reflect actual student-teacher engagement. This includes eliminating the practice of counting certain non-classroom activities, such as professional development and parent-teacher conferences, toward required hours of instructional time.

"To ensure progress on increasing student instructional time is tracked, ODE will publish once a year the instructional time of Oregon's school districts."

OSEA Bargaining Update:
We continue work with our Classified Association to execute an updated Collective Bargaining Agreement (CBA). Next session scheduled for Tuesday, April 21, 2026.

Philomath 2050:

- Visioning Workshop took place on Thursday, March 5, 2026, from 6:00pm-8:30pm, in the Philomath High School Library.
- SSW Consulting has reached out to ask about possible dates for the work of the Steering Committee. Tom Klppfel and I will represent the Philomath School District.

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

- High School Credit Recovery:
    - Scheduled for the final two weeks in June (June 15-30, 2026).
- Extended School Year (ESY):
    - Scheduled for August 2024 for our students who qualify from special education.
- Lit Camp (Incoming K-3):
    - For incoming Kindergarten – 3rd grade students (August 2026).
    - If receive Summer Learning Grant Funds:
        - For incoming Kinder – 5th grade students (Mid-July-August 2026)

Important Dates to Remember

- April 16, 2026 (Th) PSD Online Registration (2026-2027) Open
  Philomath Chamber SOM Recognition (11:45am @ Peace Lutheran)
  PSD School Board Meeting (7:00pm @ PHS Community Conf. Rm.)
- April 17, 2026 (F) CPS Lego Club (12:30pm @ CPS)
- April 18, 2026 (S) Philomath Rotary Salmon & Jazz (5:30pm @ PHS Auditorium)
- April 20, 2026 (M) PHS Baseball vs. Sweet Home (5:00pm @ PHS)
- April 21, 2026 (T) Rotary Student of the Month Recognition (12:00pm @ Peace Lutheran)
  PHS Girls Tennis vs. Stayton (4:00pm @ PHS)
- April 22, 2026 (W) PHS Softball vs. Stayton (3:30pm @ PHS)
  PMS Track Meet (4:00pm @ PHS)
  PSD EBAC Meeting (5:30pm @ PES)
- April 23, 2026 (Th) PHS Girls Tennis vs. Molalla (4:00pm @ PHS)
  PHS Baseball vs. Sweet Home (5:00pm @ PHS)
  PHS Boys Volleyball vs. Crosshill Christian (6:00pm @ PHS)
  CPS/ PES STEAM Night (6:00pm @ PES)
- April 24, 2026 (F) PMS 8th Grade Forestry Day
  PMS Honor Roll Assembly
- April 25, 2026 (S) Town Hall: Sect of State Tobias Reed and Rep. David Gomberg (1:30pm @ PHS Auditorium)
- April 27-May 1, 2026 PMS 6th Grade Outdoor School (Camp Tadmor)
- April 27, 2026 (M) PHS Boys Volleyball vs. Western Christian (6:00pm @ PHS)
- April 28, 2026 (T) PHS Boys Tennis vs. North Marion (4:00pm @ PHS)
- April 29, 2026 (W) PHS Softball vs. North Marion (3:30pm @ PHS)
  PHS Baseball vs. Stayton (5:00pm @ PHS)
- April 30, 2026 (Th) PHS Softball vs. Sweet Home (3:30pm @ PHS)
  PHS Boys Tennis vs. Estacada (4:00pm @ PHS)

Office of the Governor
State of Oregon

EXECUTIVE ORDER NO. 26-06

PRESERVING STUDENT INSTRUCTIONAL TIME

WHEREAS, the State of Oregon ranks 48th in the nation in reading and 49th in mathematics at fourth grade, outcomes that threaten the future success of Oregon students; and

WHEREAS, Oregon ranks 47th in the nation in instructional time requirements, 5% below the national average, providing fewer hours of direct student contact time learning than other states, which limits opportunities for students to engage in consistent high-quality instruction; and

WHEREAS, research shows increased instructional time when paired with effective teaching practices is positively associated with improved educational outcomes; and

WHEREAS, studies find social, emotional and behavioral benefits from increasing student contact time; and

WHEREAS, budgetary pressures are causing school districts to consider reducing student instructional time, which will further erode student learning opportunities and deepen existing gaps in academic achievement; and

WHEREAS, it is the responsibility of the State and the Superintendent of Public Instruction to ensure all Oregon students have access to sufficient, high-quality instructional time to achieve grade level proficiency and long-term school and life success; and

WHEREAS, the State Board of Education in establishing policy for the administration and operation of public elementary and secondary schools shall consider best practices to meet the needs of students and an efficient elementary and secondary school system; and

WHEREAS, there is currently no statewide policy or directive that explicitly addresses the preservation of student instructional time or prohibits its reduction when school districts consider adjustments to instructional hours.

NOW, THEREFORE, I, TINA KOTEK, Governor of the State of Oregon and the Oregon Superintendent of Public Instruction, by virtue of the power and authority vested in me by the Constitution and statutes of the State of Oregon, do hereby issue this order to become effective immediately:

Office of the Governor
State of Oregon

EXECUTIVE ORDER NO. 26-06
PAGE TWO

IT IS ORDERED AND DIRECTED:

1. The Oregon Department of Education (ODE) shall request the State Board of Education (SBE) immediately initiate emergency rulemaking that prioritizes and preserves current student instructional time to ensure that time is not reduced further than the current level at the time the Executive Order becomes effective.

2. ODE shall communicate to any school district that has adopted or implemented a reduction in student instructional time for the 2025-26 or 2026-27 school year prior to the effective date of this Executive Order that within 90 days of the effective date of this Order said school district shall submit a plan to ODE detailing how the district will restore student instructional time to no less than 2024-25 levels no later than the beginning of the 2027-28 school year.

3. **Definitions:**
   a. "Student Instructional Time" means the total hours students are at school, bell-to-bell, including recess, lunch, passing time, and hours of instructional time.

   b. "Hours of Instructional Time" in Oregon Administrative Rule means the hours Oregon students spend in planned learning activities or assessments under the supervision of a licensed or registered teacher or supervised educational assistant, requiring 900 hours (K-8), 990 hours (grades 9–11), and 966 hours (grade 12) annually.

4. **Requirements**:
   a. **Minimum Time Expectations:** Oregon school districts commit to ensuring that student instructional time is not reduced further than the current level at the time the Executive Order becomes effective.

   b. **Prohibition on Time Waivers**: Effective immediately, ODE is prohibited from granting or renewing waivers that allow schools to operate below the current minimum hours of instructional time requirement under Oregon Administrative Rule, including Division 22, except where required in the case of declared national or state disaster or public health emergency.

Office of the Governor
State of Oregon

c. **Restoration of Previously Reduced Student Instructional Time:** Plans for restoring reduced student instructional time shall include clear timelines, specific actions, and accountability measures ensuring the full restoration of student instructional time. If a district, at the direction of their board, chooses not to restore lost student instructional time, the district must publicly explain their justification for that choice. ODE shall review, approve, and monitor these plans to ensure compliance with this Order.

d. **Revision of Hours of Instructional Time Definitions Under Division 22:** ODE shall request the SBE to initiate emergency rulemaking leading to permanent rules that rescind provisions under Division 22 that permit school districts to count up to 30 hours of staff professional development time and 30 hours of parent-teacher conferences toward required hours of instructional time. The revised rule shall ensure that hours of instructional time requirements reflect actual student-teacher classroom engagement time.

5. **Monitoring:** ODE shall track and publish once a year the student instructional time of Oregon's school districts.

The Order shall remain in effect until the actions set forth above are implemented or Governor directs otherwise.

Done at Salem, Oregon, this 15th day of April, 2026.

Tina Kotek
GOVERNOR

ATTEST:

Tobias Read
SECRETARY OF STATE

Coversheet

Financial Report

Section: II. Reports
Item: D. Financial Report
Purpose: FYI
Submitted by:
Related Material: Board report April 2026 (1).pdf
Appropriations 4.6.26.pdf
PSD_Cash Flow for FY25.26 4.6.26.pdf
PES Student Activities 4.6.26 (1).pdf
PMS Student Activities 4.6.26 (1).pdf
PHS Student Activities 4.6.26.pdf
041626 Enrollment.pdf

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

April 16, 2026

Board Members:

Thank you to the board for approving the District's recommendation to award the transportation contract to First Student. We began working with First Student on contract negotiations last week.

As you can see from the enrollment report included in the board packet, we are currently at 1606 students. We are seeing the typical spring decline in enrollment as the end of the school year is getting close.

We continue to work through budgeting for the 2026-27 school year. A proposed budget is scheduled to be available for the Budget Committee review by the end of April.

ODE has been releasing 2024-25 State School Fund reconciliation estimates over the last few weeks. As they continue to collect actual data for 2024-25, ODE recalculates the reconciliations. We knew that we would have a negative adjustment because of the State Forest Funding received late in the 2024-25 fiscal year. Other data that affect the adjustments include a large increase in the statewide transportation actual costs, and statewide actual local revenue. As of 4/7/2026 the 2024-25 adjustment is listed at negative $534,983. I anticipate this to decrease during the final calculations as they distribute the SSF reserve amount. The adjustment may still end up a bit higher than the original estimate of $300,000 due to some of the unknowns at the state level. The next estimate will be available by 4/22/2026. This adjustment will be subtracted from our regular May 2026 SSF payment.

The District intends to participate in the joint agreement through the Oregon Association of School Business Officials (OASBO) with ECONorthwest to perform a Pension Obligation Bond analysis. They will provide an objective, statistically based analysis to inform our decision-making as to whether or not we pursue another PERS bond. The cost for participating will be $2,500 to the district.

Included in the board packet are the following financial reports:

- Enrollment
- Appropriations
- ASB Student Activities reports
- Cash Flow report

March 2026 General Fund Expenditures totaled $1,999,400. Expenditures that exceeded $25,000 from all fund sources are as follows:

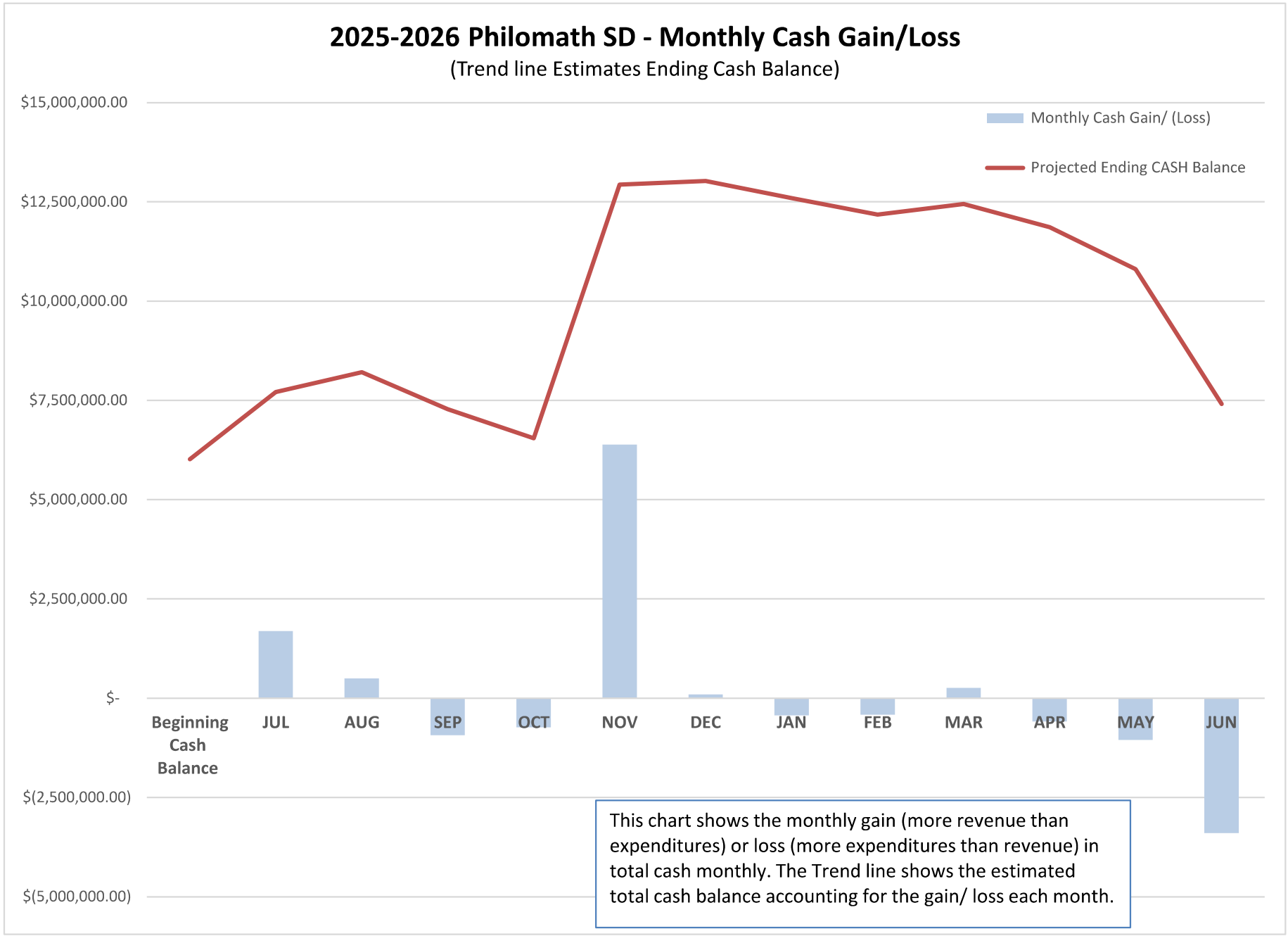
• Corvallis School District	$ 35,753	(February Food Service Expense)
• Oregon Educators Benefit Board	$ 218,326	(March Insurance premiums OEBB)
• PERS	$ 309,433	(February PERS payments)
• Kings Valley Charter School	$ 255,555	(March SSF payment to KVCS)

Respectfully Submitted,
Jennifer Griffith
Business Manager

4/6/2026

PHILOMATH SCHOOL DISTRICT, 17J
Appropriations, Budget vs. Actual
Fiscal Year 2025-2026

		Appropriations	YTD	Encumbrances	Totals	(Over)/Under Budget
General Fund (100)	1000 Instruction	16,345,987	10,374,320	5,820,387	16,194,707	151,280
	2000 Support Services	8,985,487	6,477,954	2,476,288	8,954,242	31,245
	3000 Enterprise & Commun.	1,276	-	-		1,276
	4000 Facilities	5,000	-	-	-	5,000
	5200 Transfers	710,000	614,608	-	614,608	95,392
	6000 Contingency	375,000	-	-	-	375,000
	Sub Totals	26,422,750	17,466,882	8,296,675	25,763,557	659,193
Local/State/Federal Programs Funds	1000 Instruction	2,442,233	1,336,247	734,226	2,070,473	371,760
Special Revenue Fund (200)	2000 Support Services	1,677,204	353,743	375,865	729,608	947,596
(includes Pool Ops Fund)	3000 Community Services	1,148,967	716,400	192,407	908,807	240,160
	4000 Facilities	80,000	-	-	-	80,000
	5200 Transfers	-			-	-
	Sub Totals	5,348,404	2,406,390	1,302,498	3,708,888	1,639,516
Assoc. Student Body (284, 285, 286)	1000 Instruction	824,478	334,528	66,178	400,706	423,772
Debt Service Funds (300)	5100 Debt Service	1,873,745	596,873	1,094,400	1,691,273	182,472
Capital Improvement Funds (400)	2000 Support Services	480,000	308,740	2,387	311,127	168,873
	4000 Facilities	471,852	-	-	-	471,852
	5100 Debt Service	-	-	-	-	0
	Sub Totals	951,852	308,740	2,387	311,127	640,725
Unemployment Fund (600)	2000 Support Services	80,000	11,211	210	11,421	68,579
Trust & Agency Funds (700)	1000 Instruction	85,500	49,562	34,213	83,775	1,725
	2000 Support Services	138,000	39,841	14,179	54,020	83,980
	3000 Community Services	7,500	2,900	1,000	3,900	3,600
	Sub Totals	231,000	92,303	49,392	141,695	89,305
					-	
					-	
Total Appropriations		**35,732,229**	**21,216,927**	**10,811,740**	**32,028,667**	**3,703,562**
Total Unappropriated		21,359,755	-	-	-	**21,359,755**
Total Adopted Budget		**57,091,984**	**21,216,927**	**10,811,740**	**32,028,667**	**25,063,317**


2025-2026 Philomath SD - Monthly Cash Gain/Loss
(Trend line Estimates Ending Cash Balance)
$15,000,000.00
$12,500,000.00
$10,000,000.00
$7,500,000.00
$5,000,000.00
$2,500,000.00
$-
$(2,500,000.00)
$(5,000,000.00)
Monthly Cash Gain/ (Loss)
Projected Ending CASH Balance
Beginning Cash Balance
JUL
AUG
SEP
OCT
NOV
DEC
JAN
FEB
MAR
APR
MAY
JUN
This chart shows the monthly gain (more revenue than expenditures) or loss (more expenditures than revenue) in total cash monthly. The Trend line shows the estimated total cash balance accounting for the gain/ loss each month.

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2025-2026

From: 7/1/2025 **To: 6/30/2026**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
284.0000.9701.097.797.810	PSD Food Pack Program	2,354.12	12,257.15	(5,917.58)	8,693.69	.00	8,693.69
284.0000.9701.097.797.812	PES Blodgett	3,555.91	1,905.15	(663.77)	4,797.29	.00	4,797.29
284.0000.9701.097.797.815	CPS Donations	109.49	8,308.68	(6,274.06)	2,144.11	.00	2,144.11
284.0000.9701.097.797.816	PES Grants	2,475.01	6,950.00	(1,943.83)	7,481.18	.00	7,481.18
284.0000.9701.097.797.825	PES Playground Donations Fund Balance	.00	9,097.36	(153.16)	8,944.20	.00	8,944.20
284.0000.9701.097.797.826	PES Field Trips	.00	10.00	.00	10.00	.00	10.00
284.0000.9701.097.797.827	PES Library	507.69	.00	.00	507.69	.00	507.69
284.0000.9701.097.797.828	PES Donations-Unrestricted	668.91	13,504.42	(7,490.87)	6,682.46	(300.00)	6,382.46
284.0000.9701.097.797.830	PES Music	1,924.74	1,612.87	(2,703.64)	833.97	.00	833.97
284.0000.9701.097.797.834	Falcon Swag Fund Balance	902.59	1,193.50	(1,893.20)	202.89	.00	202.89
284.0000.9701.097.797.842	PES Social Committee	957.75	804.58	(710.93)	1,051.40	.00	1,051.40
284.0000.9701.097.797.846	PES Yearbook	4,253.49	2,210.00	(239.00)	6,224.49	.00	6,224.49
284.0000.9701.097.797.847	PES Students in Need	26.42	.00	.00	26.42	.00	26.42
284.0000.9701.097.797.849	CPS Students in Need	20.20	.00	.00	20.20	.00	20.20
284.0000.9701.097.797.850	PES School Supplies	.00	.00	.00	.00	.00	.00
284.0000.9701.097.797.851	CPS Cub Swag Fund Balance	.00	.00	.00	.00	.00	.00
GRAND TOTALS		17,756.32	57,853.71	(27,990.04)	47,619.99	(300.00)	47,319.99

End of Report

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2025-2026

From: 7/1/2025 **To: 6/30/2026**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
285.0000.9701.098.798.500	PMS Apparel	455.60	.00	(455.60)	.00	.00	.00
285.0000.9701.098.798.501	PMS Art	1,713.65	300.00	(370.02)	1,643.63	.00	1,643.63
285.0000.9701.098.798.502	PMS Athletics	3,532.78	988.00	(519.83)	4,000.95	.00	4,000.95
285.0000.9701.098.798.503	PMS Band	1,215.95	4,245.00	(1,846.80)	3,614.15	.00	3,614.15
285.0000.9701.098.798.504	PMS Band Repair/Replace	379.76	105.00	(484.75)	.01	.00	.01
285.0000.9701.098.798.506	PMS Choir Beginning Balance	466.80	2,022.89	(204.00)	2,285.69	.00	2,285.69
285.0000.9701.098.798.507	PMS Donations	.00	26,520.00	(25,112.00)	1,408.00	.00	1,408.00
285.0000.9701.098.798.508	PMS Drama	17,977.15	7,457.89	(2,924.99)	22,510.05	(3,875.00)	18,635.05
285.0000.9701.098.798.510	PMS Library	129.47	.00	.00	129.47	.00	129.47
285.0000.9701.098.798.511	PMS Life Skills	612.11	.00	.00	612.11	.00	612.11
285.0000.9701.098.798.512	PMS Lock Replacement	1,710.17	.00	.00	1,710.17	.00	1,710.17
285.0000.9701.098.798.515	PMS Outdoor School	17,079.91	.00	.00	17,079.91	.00	17,079.91
285.0000.9701.098.798.516	PMS Sports/Pay-to-Play	25.00	.00	.00	25.00	.00	25.00
285.0000.9701.098.798.519	PMS School Enhancement	137.13	715.07	(13.00)	839.20	.00	839.20
285.0000.9701.098.798.520	PMS Science	12.14	500.00	.00	512.14	.00	512.14
285.0000.9701.098.798.521	PMS Shop	1,177.80	2,190.00	(2,273.37)	1,094.43	.00	1,094.43
285.0000.9701.098.798.522	PMS Struxness - Helping Families	1,528.99	400.00	(400.00)	1,528.99	.00	1,528.99
285.0000.9701.098.798.523	PMS Student Body Fees	476.80	7,560.00	(5,269.41)	2,767.39	.00	2,767.39
285.0000.9701.098.798.524	PMS Suspension Account	755.19	444.85	(444.85)	755.19	.00	755.19
285.0000.9701.098.798.525	PMS Technology	877.35	.00	.00	877.35	.00	877.35
285.0000.9701.098.798.527	PMS Textbook Damage/Replacement	221.77	.00	.00	221.77	.00	221.77
285.0000.9701.098.798.529	PMS Student Wellness	585.90	4,100.00	(3,800.00)	885.90	.00	885.90

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2025-2026

From: 7/1/2025 **To: 6/30/2026**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
285.0000.9701.098.798.530	PMS Oregon Research Institute	(12.23)	.00	.00	(12.23)	.00	(12.23)
285.0000.9701.098.798.531	PMS Trip Club	225.08	.00	.00	225.08	.00	225.08
285.0000.9701.098.798.532	PMS Health/PE	1,404.05	.00	.00	1,404.05	.00	1,404.05
285.0000.9701.098.798.533	PMS Elective Rotation fee	.00	.00	.00	.00	.00	.00
285.0000.9701.098.798.534	PMS Battle of the Books	555.76	300.00	.00	855.76	.00	855.76
285.0000.9701.098.798.535	PMS School Supplies	10.00	.00	.00	10.00	.00	10.00
285.0000.9701.098.798.536	PMS Turkey Bingo	.00	1,650.00	(950.00)	700.00	(700.00)	.00
285.0000.9701.098.798.537	PMS Fitness	(28.10)	.00	.00	(28.10)	.00	(28.10)
285.0000.9701.098.798.538	PMS Engineering	(55.66)	1,176.43	(510.76)	610.01	(51.47)	558.54
285.0000.9701.098.798.539	MS Robotics PHRED FLL Fund Balance	.00	3,680.52	(1,129.78)	2,550.74	.00	2,550.74
285.0000.9701.098.798.685	PMS Lost or Damaged Technology	.00	.00	.00	.00	.00	.00
GRAND TOTALS		53,170.32	64,355.65	(46,709.16)	70,816.81	(4,626.47)	66,190.34

End of Report

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2025-2026

From: 7/1/2025 **To: 6/30/2026**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.000	Begining Fund Balance Student Activities	(217.41)	.00	.00	(217.41)	.00	(217.41)
286.0000.9701.099.799.600	PHS Over/Short	149.09	.00	(149.09)	.00	.00	.00
286.0000.9701.099.799.604	PHS Art	1,589.69	2,310.53	(2,935.50)	964.72	(500.00)	464.72
286.0000.9701.099.799.605	PHS Art Club Beginning Fund Balance	464.23	.00	(77.81)	386.42	.00	386.42
286.0000.9701.099.799.606	PHS ASB	3,999.41	7,190.77	(4,744.14)	6,446.04	(1,140.00)	5,306.04
286.0000.9701.099.799.607	PHS Athletic Officials	7,501.00	34,489.97	(25,878.49)	16,112.48	.00	16,112.48
286.0000.9701.099.799.611	PHS Athletics	18,456.06	8,727.80	53.90	27,237.76	(615.00)	26,622.76
286.0000.9701.099.799.613	PHS Baseball	8,974.79	10,525.32	(14,184.82)	5,315.29	(6,860.04)	(1,544.75)
286.0000.9701.099.799.616	PHS Botany	2,798.50	.00	(1,014.00)	1,784.50	.00	1,784.50
286.0000.9701.099.799.617	PHS Boys Basketball	12,665.52	15,288.40	(6,674.89)	21,279.03	.00	21,279.03
286.0000.9701.099.799.618	PHS Cheerleading	20,055.88	25,686.37	(24,730.87)	21,011.38	(4,591.00)	16,420.38
286.0000.9701.099.799.619	PHS Cinematic Art Club	435.44	.00	.00	435.44	.00	435.44
286.0000.9701.099.799.620	PHS Community Service Club-G. Lake	455.06	.00	.00	455.06	.00	455.06
286.0000.9701.099.799.621	PHS Cross Country	12,603.62	6,856.80	(3,998.58)	15,461.84	.00	15,461.84
286.0000.9701.099.799.622	PHS Dance Team	8,517.48	10,031.40	(4,453.99)	14,094.89	(2,095.54)	11,999.35
286.0000.9701.099.799.625	PHS Donation	1,693.01	.00	.00	1,693.01	.00	1,693.01
286.0000.9701.099.799.627	PHS Driver Education	3,500.00	13,650.00	(9,675.00)	7,475.00	.00	7,475.00
286.0000.9701.099.799.629	PHS Drama Club Beginning Fund Balance	4,332.12	.00	.00	4,332.12	.00	4,332.12
286.0000.9701.099.799.633	PHS Robotics Fund Balance	13,443.79	16,524.00	(21,180.51)	8,787.28	(1,192.90)	7,594.38
286.0000.9701.099.799.635	PHS Foods	3,310.80	2,170.00	(668.89)	4,811.91	.00	4,811.91
286.0000.9701.099.799.636	PHS Football	15,098.86	16,461.52	(10,842.28)	20,718.10	(3,290.90)	17,427.20

Benton County School District 17J

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From: 7/1/2025 **To: 6/30/2026**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.637	PHS Forestry	7,754.12	4,085.00	(590.72)	11,248.40	(500.00)	10,748.40
286.0000.9701.099.799.638	PHS GED	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.639	PHS German Class	726.19	.00	.00	726.19	.00	726.19
286.0000.9701.099.799.640	PHS Girls Basketball	21,814.77	12,397.05	(15,181.28)	19,030.54	(1,300.00)	17,730.54
286.0000.9701.099.799.641	PHS Health Occ/Anatomy	1,085.92	1,020.00	(1,112.02)	993.90	.00	993.90
286.0000.9701.099.799.642	PHS Green Team	289.83	.00	.00	289.83	.00	289.83
286.0000.9701.099.799.643	PHS Racial Equity/Culture Club	67.67	60.00	(114.49)	13.18	.00	13.18
286.0000.9701.099.799.644	PHS Unified Basketball	5,468.18	1,337.79	(1,211.84)	5,594.13	(99.75)	5,494.38
286.0000.9701.099.799.645	PHS Library	(105.01)	.00	149.09	44.08	.00	44.08
286.0000.9701.099.799.646	PHS Lifeguard	210.00	.00	.00	210.00	.00	210.00
286.0000.9701.099.799.647	PHS Link Crew	215.54	.00	.00	215.54	.00	215.54
286.0000.9701.099.799.648	PHS Life Skills	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.649	PHS Manufacturing Technology	9,244.03	2,935.00	(2,858.95)	9,320.08	(2,766.42)	6,553.66
286.0000.9701.099.799.652	PHS Misc Books	130.78	36.00	.00	166.78	.00	166.78
286.0000.9701.099.799.653	PHS Music Band	9,378.47	500.00	(3,024.20)	6,854.27	.00	6,854.27
286.0000.9701.099.799.654	PHS Music Choir	120.07	.00	.00	120.07	.00	120.07
286.0000.9701.099.799.655	PHS Music Tour	7,104.61	.00	.00	7,104.61	.00	7,104.61
286.0000.9701.099.799.656	PHS National Honor Society	2,481.37	180.00	.00	2,661.37	.00	2,661.37
286.0000.9701.099.799.657	PHS OWC Athletics Account	6,363.12	8,220.02	(7,082.03)	7,501.11	(575.94)	6,925.17
286.0000.9701.099.799.658	PHS OWC Activities Account	3,537.50	6,000.00	(3,737.50)	5,800.00	.00	5,800.00
286.0000.9701.099.799.659	PHS Parking/Student Safety	1,825.00	2,122.00	(2,679.77)	1,267.23	.00	1,267.23

Benton County School District 17J

Student Activities Summary Report

Fiscal Year: 2025-2026

From: 7/1/2025 **To: 6/30/2026**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.660	PHS PE Fees	355.60	.00	.00	355.60	.00	355.60
286.0000.9701.099.799.661	PHS Peer Counseling	195.74	.00	.00	195.74	.00	195.74
286.0000.9701.099.799.664	PHS PHS Pay to Play	8,250.00	22,050.00	(22,550.00)	7,750.00	.00	7,750.00
286.0000.9701.099.799.665	PHS Preschool	2,534.01	2,930.00	(4,142.90)	1,321.11	.00	1,321.11
286.0000.9701.099.799.666	PHS Prom	9,428.14	.00	(2,573.00)	6,855.14	(1,890.00)	4,965.14
286.0000.9701.099.799.668	PHS Boys Golf fund Balance	4,236.48	.00	(2,346.41)	1,890.07	(619.77)	1,270.30
286.0000.9701.099.799.669	PHS Girls Golf Fund Balance	.00	.00	2,068.26	2,068.26	.00	2,068.26
286.0000.9701.099.799.670	PHS Scholarship	700.77	.00	.00	700.77	.00	700.77
286.0000.9701.099.799.674	PHS School Enhancement	6,376.81	132.32	(737.45)	5,771.68	(3,324.20)	2,447.48
286.0000.9701.099.799.675	PHS School of Business	809.37	.00	(452.61)	356.76	.00	356.76
286.0000.9701.099.799.676	PHS Science	.00	.00	.00	.00	.00	.00
286.0000.9701.099.799.678	PHS Soccer Boys	3,843.60	3,241.00	(163.76)	6,920.84	(163.76)	6,757.08
286.0000.9701.099.799.679	PHS Soccer Girls	866.91	6,851.95	(6,213.02)	1,505.84	.00	1,505.84
286.0000.9701.099.799.680	PHS Softball	3,245.27	6,045.00	(4,918.39)	4,371.88	(2,780.70)	1,591.18
286.0000.9701.099.799.681	PHS Spanish Class	995.50	.00	(623.09)	372.41	.00	372.41
286.0000.9701.099.799.682	PHS Youth Transition Program	1,363.55	.00	(36.84)	1,326.71	.00	1,326.71
286.0000.9701.099.799.684	PHS Student Body Fee	1,040.00	16,195.00	(16,355.00)	880.00	.00	880.00
286.0000.9701.099.799.685	PHS Lost or Damaged Technology	680.00	240.00	(700.00)	220.00	.00	220.00
286.0000.9701.099.799.686	PHS Swim Team	3.78	626.87	(510.89)	119.76	.00	119.76
286.0000.9701.099.799.687	PHS Boys Tennis	5,376.11	250.00	.00	5,626.11	(666.80)	4,959.31
286.0000.9701.099.799.688	PHS Girls Tennis	4,577.82	250.00	(164.49)	4,663.33	.00	4,663.33
286.0000.9701.099.799.689	PHS Theatre	6,356.06	1,706.00	(1,393.98)	6,668.08	.00	6,668.08

Benton County School District 17J

Student Activities Summary Report

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From: 7/1/2025 **To: 6/30/2026**

☐ Print Detail ☐ Page Break by Activity

☐ Exclude Encumbrances ☑ Reverse Signs ☑ Subtotal By Journal

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrances	Available Balance
286.0000.9701.099.799.690	PHS Track	2,297.05	333.55	(545.50)	2,085.10	.00	2,085.10
286.0000.9701.099.799.692	PHS Boys Volleyball Fund Balance	.00	958.28	.00	958.28	.00	958.28
286.0000.9701.099.799.693	PHS Girls Volleyball	13,014.22	4,764.50	(8,939.51)	8,839.21	(150.00)	8,689.21
286.0000.9701.099.799.695	PHS Warrior Wellness	2,625.11	.00	(45.00)	2,580.11	.00	2,580.11
286.0000.9701.099.799.696	PHS Wrestling	2,984.98	16,762.37	(20,290.61)	(543.26)	.00	(543.26)
286.0000.9701.099.799.697	PHS Yearbook	4,238.14	17,890.00	(6,698.04)	15,430.10	(18,031.00)	(2,600.90)
286.0000.9701.099.799.698	PHS Lagestee PTP Waiver Scholarship-Restricted	8,914.82	1,843.58	.00	10,758.40	.00	10,758.40
286.0000.9701.099.799.705	HS Student Transcript Fees	76.76	296.96	(153.67)	220.05	.00	220.05
GRAND TOTALS		312,925.70	312,173.12	(267,084.57)	358,014.25	(53,153.72)	304,860.53

End of Report

2025 / 2026 SCHOOL YEAR
ENROLLMENT FIGURES as of: April 16, 2026

	District	CPS	PES	BL	PMS	PHS	Academy	Part Time	KVCS	Part Time
Kindergarten	94	78		6			0	0	10	
1st	94	76		4			0	0	14	
2nd	117		92	5			0	0	20	
3rd	117		92	5			0	0	20	
4th	122		101	3			0	0	18	
5th	133		114				0	0	19	
6th	116				96		1	0	19	
7th	136				111		3	0	22	
8th	144				126		5	0	13	
9th	137					116	4	0	17	
10th	132					105	17	0	10	
11th	121					85	23	0	13	
12th	143					121	13	0	9	
Totals		154	399	23	333	427	66	0	204	

TOTAL FULL-TIME ENROLLMENT - All Schools 1,606

Philomath School District 17J - 2025-2026 School Year - Summary of Enrollment

School	09/11	10/09	11/13	12/11	01/08	02/19	03/12	04/16	05/21	06/18
CPS	157	157	157	152	156	155	156	154		
PES	398	390	388	396	398	394	395	399		
BL	26	25	24	24	24	24	24	23		
PMS	347	340	338	339	337	338	338	333		
PHS	462	452	447	432	432	426	426	427		
Academy	55	61	62	69	65	64	65	66		
KVCS	201	204	208	207	207	207	205	204		
SubTotal	1,646	1,629	1,624	1,619	1,619	1,608	1,609	1,606	0	0
Part-time students	0	2	2	2	2	2	0	0		
Total Enrollment	1,646	1,631	1,626	1,621	1,621	1,610	1,609	1,606	0	0

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

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

Coversheet

2025-2026 District Objectives

Section: III. Discussion Items
Item: A. 2025-2026 District Objectives
Purpose: Discuss
Submitted by:
Related Material: Attendance Presentation.pdf


District Attendance Team
Philomath School District

Why We Started a District Attendance Team?

- Unified messaging and interventions
- Shared learning: what's working, what's not
- LBLESD connections and cross-district ideas



Powered by BoardOnTrack

Where we are

- Shared Data Tracking Systems
- School Attendance Letters
  - Sent out mid-year attendance letters in January
- Nudge Letters
- Root Cause and Possible Interventions



Elementary and Primary - Status



CPS

- Monitoring student attendance each month.
- Students in Tier 3 (Chronic) receive phone call from Ms.Couture
- SST meeting for students with continual attendance challenges.

PES

- Communicate w/family to learn about barriers to regular attendance.
- School Attendance team recently formed, meeting monthly.
- Attendance Action Log created to track data.
- Using monthly (extra recess, dance party) and semester incentive rewards (human sundae/hot dog, tape admin to wall, etc) for 90%-ers.

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Primary (CPS/PES) Goals



Continue to monitor effectiveness of interventions.

Continue to build strong partnerships with families.

Increase awareness of importance of attendance and chronic absenteeism.

Increase our overall average attendance rate by 5% for 2026-27. (PES)

Secondary- Status

Family meetings to determine the root cause of attendance issues and create plans.

Home visits

Evaluating data monthly

Tracking interventions effectiveness

Attendance messaging in newsletters

Collaborative Meetings with families

Attendance Lessons

Attendance Incentives



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Philomath Academy - Status

- Newsletter communication regarding the importance of attendance, perfect attenders, etc.
- Individualized emails home on a regular basis regarding attendance both negative & positive (especially during grading periods and times of improvement)
- Hybrid requirements (I.e. 90% or better attendance to qualify)
- Mediation agreements (working with students & families to uncover barriers to regular attendance & making agreements moving forward)
- Individual calls and texts to families for every absence
- Monthly drawings to incentivize good attendance

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Secondary Goals

Continue to monitor effectiveness of interventions

Develop a better system for tracking and monitoring progress

Build capacity within school team

Developing and implementing plans to support the students with less than 80% attendance.



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District Committee Focus



We are meeting next month with Ross Davis from the LBL ESD. Ross is supporting both our individual building work and our shared district efforts around attendance.

- That meeting will be an opportunity to set our goals and build our action plans for 2026-27.

Heading into that conversation, we have identified shared priorities across both our elementary and secondary teams:

- Monitoring the effectiveness of interventions
- Building capacity within school teams
- Strengthening partnerships with families
- Increasing awareness of the importance of attendance and chronic absenteeism

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Coversheet

Student Representative to the Board

Section: III. Discussion Items
Item: C. Student Representative to the Board
Purpose: Discuss
Submitted by:
Related Material: Student Representative to the Board.pdf

Philomath School District 17J

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

Student Representatives(s) on the Board

Student Representative Eligibility

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

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

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

Student Representative Role and Responsibilities

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Other Responsibilities and/or Duties as Assigned

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

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

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

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

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

Application and Selection Timeline

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

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

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

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

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

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

District Role and Responsibilities

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

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

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

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

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

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

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

Coversheet

Approve 2027-2028 School Year Calendar

Section: IV. Action Items
Item: A. Approve 2027-2028 School Year Calendar
Purpose: Vote
Submitted by:
Related Material: 2027-2028 Calendar Draft.pdf

Philomath School District 17J Academic Calendar Draft | 2027 – 2028

Calendar Key	
IS	Staff Inservice Days
	First Day for 2nd, 6th, and 9th Grade
	First Day for 3-5, 7-8, & 10-12.
	Early Release for Students
)	Last Day for Students
	No Students – C/ G/ A
	No School (or Holiday)
MU	Inclement Weather Make-Up

August 2027

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						2

September 2027

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						21

October 2027

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						18

November 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						17

December 2027

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	Winter Break					25
26						
						13

January 2028

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					19

February 2028

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	MU	22	23	24	25	26
27	28	29				
						20

March 2028

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	Spring Break					25
26	27	28	29	30	31	
						17

April 2028

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	MU	29
30						18

May 2028

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
						22

June 2028

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8)	9	10
11	MU	MU	MU	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
						6

Dates to Remember:

October 27: End of Q1 – 41 Days
November 23: End of T1 – 57 Days
January 21: End of S1/ Q2 – 85/44 Days
March 9: End of T2 – 60 Days
April 6: End of Q3 – 46 Days
June 8: End of S2/Q4 – 88/42 Days
June 8: End of T3 – 56 Days

September TBD: Back to School Open House
June: Last Day for Seniors
June: PHS Graduation
June: PA Graduation
June 1-June 1: Make up days if needed

First Draft: November 18, 2025

Coversheet

Policies

Section:	IV. Action Items
Item:	B. Policies
Purpose:	Vote
Submitted by:	
Related Material:	EEACC- Student Conduct on School Buses.pdf EEACC-AR Transportation Discipline Procedure.pdf

Philomath School District 17J

Code: EEACC
Adopted: 10/19/2020
Revised: 11/13/2025

Student Conduct on School Buses

The following regulations will govern student conduct on school buses and Type 10 School Activity Vehicles if used for transporting students from home to school, school to home and to and from district-sponsored activities and will be posted in a conspicuous place in all buses:

1. Students being transported are under authority of the bus driver;
2. *Fighting, wrestling or boisterous activity is prohibited on the bus;
3. *Students will use the emergency door only in case of emergency;
4. Students will be on time for the bus, both morning and evening;
5. *Students will not bring firearms, weapons or other potentially hazardous material on the bus;
6. Students will not bring animals, except approved service animals, on the bus;
7. *Students will remain seated while the bus is in motion;
8. Students may be assigned seats by the bus driver;
9. When necessary to cross the road, students will cross in front of the bus or as instructed by the bus driver;
10. *Treat school bus and equipment as you would treat valuable furniture in your home:
11. *Students will not extend their hands, arms or heads through the bus windows;
12. Students will have written permission to leave the bus other than for home or school;
13. Students will converse in normal tones; loud or profane language is prohibited;
14. Students will not open or close windows without permission of the driver;
15. Students will keep the bus clean and must refrain from damaging it;
16. Students will be courteous to the driver, fellow students and passersby;
17. Students who refuse to promptly obey the directions of the driver or refuse to obey regulations may forfeit their privilege to ride on the buses.

In addition to Oregon Administrative Rules (OAR), the district adopts the following rules:

1. Large items which cannot be safely transported while held in the student's lap or stored directly under the seat are generally prohibited unless the bus has a baggage compartment.
2. Large items may be allowed on the bus with the prior approval of the Transportation Supervisor. These items will only be allowed on the bus if transporting these items can meet the following ODE requirements:
    a. The items can be placed in a location not adjacent to students.
    b. The items can be secured by the driver in a manner that insures that they will not move even in the event of a bus collision.
    c. The items do not block the aisle way or access to an emergency exit.

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3. *Students shall not interfere with school bus operating controls except in an emergency or as instructed by the driver.
4. **Students will obey coaches, teachers and chaperones who are responsible for maintaining order on trips.
5. *Students will not do any disruptive activity which might cause the driver to have to stop to reestablish order.
6. *Students will not damage school property or the personal property of others.
7. *Students will not threaten or physically harm the driver or other passengers.
8. Devices that create sounds that are distracting to the driver may not be used on the bus.
9. Skateboards and scooters must be secured on buses.
10. Stay away from the bus when it is moving.
11. Students will not throw objects.

*These regulations, if broken, are SEVERE violations with severe consequences because of the threat to the safety of others.

**Coaches, teachers and chaperones: (1) must have a copy of the bus regulations and know them before going on a trip; and (2) must position themselves on the bus as to be in control of discipline at all times.

The superintendent will establish other administrative regulations as necessary for the safe conduct of students riding district school buses or other forms of district transportation and for disciplinary procedures. Such regulations will be available to all parents and students and posted in each school bus or other district vehicle.

Students who violate bus rules of conduct may be denied the use of district transportation and may be subject to other disciplinary action in accordance with district and school discipline policies.

END OF POLICY

Legal Reference(s):

ORS 339.240
ORS 339.250
ORS 820.100 to 820.190
OAR 581-021-0050 to 0075
OAR 581-023-0040
OAR 581-053-0002
OAR 581-053-0003
OAR 581-053-0004
OAR 581-053-0010
OAR 581-053-0210

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Letter Opinion Office of the OR Attorney General (11/22/1988).

Cross Reference(s):

JFCB – Care of District Property by Students

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Philomath School District 17J

Code: EEACC - AR
Adopted:

Discipline Procedures for District-Approved Student Transportation

All students eligible for district-approved student transportation shall receive safety instruction and a code of conduct. Violation of the code of conduct or conduct which jeopardizes the health/safety of self and/or others may result in the loss of district-approved transportation services.

The following procedures address:

1. Safety Instructions;
2. Code of Conduct;
3. Violations;
4. Suspension Procedures;
5. Right of Appeal;
6. Reinstatement;
7. Education;
8. Special Education Students.

Safety Instruction:

A. Within the first six weeks of each semester the transportation supervisor will direct all bus drivers to conduct a safety review with all students who are regularly transported by the district.
   a. Safe school bus riding procedures, including but not limited to loading, unloading, crossing;
   b. Use of emergency exits; and
   c. Planned and orderly evacuation of the school bus in case of emergency, including participation in actual evacuation drills.

B. Each September the transportation supervisor will direct all bus drivers to conduct a safety review with all other students.
   a. The drivers shall review safe bus riding procedures.
   b. The drivers shall review use of emergency exits.

C. The transportation supervisor will record dates and content of safety instructions by each driver. Such information shall be kept as a part of the district's records.

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Violations:
Each year the district will include the following procedures for violations in the student/parent handbook. The district will provide interpretation to those students/parents whose primary language is not English.

Disciplinary Procedures for Violations:

1. First Citation-Warning:
   The driver verbally restates behavior expectations and issues a warning citation. The driver may assign the student to a particular seat.
2. Second Citation:
   The student may be suspended from the bus after a conference, arranged by principal, has been held with the student, the parent, the bus driver, and the principal. The driver may assign the student to a particular seat.
3. Third Citation:
   The student will receive a suspension from the bus for up to 30 days after a conference, arranged by the principal, has been held with the student, the parent, the bus driver, and the principal. Further violations of bus regulations will be considered a severe violation. The driver may assign the student to a particular seat.
4. Fourth Citation:
   The student will receive a suspension from the bus for the remainder of the school year.
5. Severe Violations:
   Any severe violation may result in the immediate suspension of the student for a minimum of ten days and up to a one-year period from the bus, which may carry over to the following school year. There will be a hearing at this time, arranged by principal, involving the student, the bus driver, the parent and the principal.

In all instances, the appeal process may be used if the student and/or parent desires.

All citations must be signed by the parents, the bus driver and the principal before the student will be allowed to ride the bus again.

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Appeal Procedure:
If a student or parent wishes to appeal the application of the discipline policy, the steps outlined below should be used.

STEP I	The student or his/her representative will discuss the issue with the principal.
STEP II	If the student is not satisfied with the outcome of the discussion, he/she may file a written statement with the principal. This is to be done within ten school days of the act or condition which is the basis of the complaint. The principal will, within three school days, arrange a student, parent, principal conference with the goal of resolving the issue. The principal also will notify the district transportation coordinator.
STEP III	Within five school days, the principal is to communicate, in writing, the decision to the student and the student's parents.
STEP IV	If, after five school days from receipt of the principal's reply, the issue still remains unresolved, the student may submit the matter in writing to the superintendent. The superintendent will meet with the student within three school days and will respond to the issue, in writing, within five school days after the appeal.
STEP V	If the issue is still unresolved, the student may appeal to the Board. The Board will notify persons involved that a hearing will be held within 14 days of receipt of the appeal. The Board shall review correspondence, hear relevant facts and respond to the student within three school days following the hearing.

Please return this signed form to the driver on or before the second day of school. I have read and understand the transportation contract plan. I understand that transportation is an important service and that the safety of my student is the primary concern.

_____ _____

Parent/ Guardian Signature Date Student Name Date

Bus Route #: _____ Home Phone: _____ Work Phone: _____

Attending School:

Blodgett Elementary
Clemens Primary
Philomath Academy
Philomath Elementary
Philomath Middle
Philomath High

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Suspension Procedures:
Due process procedures used by the district governing student behavior shall be applied.

Reinstatement:
After the given suspension period, a conference to discuss reinstatement shall be conducted under the following guidelines:

A. When deemed necessary, parent(s) and student shall be present at the conference;
B. The principal shall fully explain matters and permit the parties involved to fully explain their position(s);
C. The principal shall make a decision which provides guidelines for the student to follow when transportation services are reinstated.

Special Education Students:
Special education students will be disciplined in accordance with Board policy JGDA/JGEA - Discipline of Disabled Students and accompanying administrative regulation.

Right of Appeal:
A. At each step of the discipline procedures used in district-approved transportation services, parents, students, and/or a representative have a right to appeal.
B. All appeals must be in writing.
C. Appeals are to be made to the responsible person at the level of appeal.
D. Final appeal may be made to the Board.
E. Board decisions are final.

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Philomath School District Bus Referral

Student's Name:	Date:	Time of Incident:	☐ AM ☐ PM
Driver's Name:	Route Number:	School:	

Referral Occurrence: ◯ 1st ◯ 2nd ◯ 3rd ◯ 4th ◯ SEVERE

Interventions Prior to Referral *(Log interventions below for reference, include date if known)*	Behaviors Referred to School
✓ Re-teaching of expectations ✓ Seat change ✓ Assigned seat / where: ✓ Seat partner / who: ✓ Conference with student ✓ Other – please detail:	☐ Not following driver directions ☐ Bullying (same day notice to school office) ☐ Eating or chewing gum ☐ Fighting (same day notice to school office) ☐ Inappropriate language, swearing ☐ Late for bus ☐ Physical contact – pushing, hitting, kicking (same day notice to school office) ☐ Littering ☐ Safety violation – circle violation: Standing or switching seats while bus in motion, part of body in bus aisle, yelling, any part of body out window, disruptive behavior, or_____ ☐ Unsafe at bus stop, observed by _____ ☐ Instigating or participating in _____ ☐ Other – please detail below:

Others Involved in Incident: ☐ None ☐ Peers ☐ Bus Aide ☐ Driver ☐ Unknown ☐ Other

Incident details:

School/Administrative Action

☐ Student conference ☐ Behavior skills training ☐ Behavior contract	☐ Peer mediation ☐ Restitution/restorative justice strategies/fix-it plan ☐ Parent/guardian contacted	☐ Loss of privilege_____ ☐ Parent/guardian conference ☐ Other _____ ☐ Suspension from bus. Dates: _____

Details / Instructions:

Parent/student comments:

_____ Parent Signature

_____ Student Signature

Administrator: _____ Date: _____ Time: _____

Copy 1: School District Office Copy 2: School Principal Copy 3: Transportation