



Philomath School District 17J

Regular Board Meeting

Date and Time

Thursday July 2, 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

10 m

1. Pledge of Allegiance
2. Election of Board Officers for 2026-2027
 - Board Chair
 - Board Vice Chair
1. Approval of Consent Agenda
2. Request for Agenda Modifications
3. Public Comment

Time

II.	STRATEGY AND DISCUSSION	7:10 PM
A.	Set Date for Board Work Session	5 m
B.	Set Regular Board Meeting Schedule for 2026-2027	5 m
C.	Board Liaison Roles	
D.	Superintendent's Evaluation	10 m
E.	All Staff Meal Planning	5 m
III.	Closing Items	7:35 PM
A.	Next Meeting Agenda Items	3 m
B.	Board Thanks and Requests	5 m
C.	Adjourn Meeting	1 m

Coversheet

Open Session

Section:	I. Opening Items
Item:	B. Open Session
Purpose:	Vote
Submitted by:	
Related Material:	Consent Agenda.pdf Regular Board Meeting and Budget Hearing Minuges June 18, 2026.pdf

Philomath School District 17J

CONSENT AGENDA

July 2, 2026

Updated: 6/29/26 1:04 PM

A. Minutes:

1. Regular Session and Budget Hearing – June 18, 2026

B. Annual Designations:

1. Designate Chief Administrative Office – Susan Halliday
2. Designate Deputy Clerk/Business Manager – Jennifer Griffith
3. Designate Custodian of Funds – Susan Halliday
4. Designate Budget Officer – Jennifer Griffith
5. Designate Signatories of District Checks (1 of 3 signatures required) – Susan Halliday, Jennifer Griffith and Board Chair
6. Designate Auditor – Accuity, LLC
7. Designate Insurance Agent of Record – Zolezzi Insurance
8. Designate District Legal Counsel – Garrett, Hemann, Robertson
9. Designate Depositories for School Funds – Citizens Bank, Wells Fargo, Local Government Investment Pool
10. Designate Supervisory Employees – Joey DiGiovannangelo, Mark Neville, Nicole Byerley, Jennifer Griffith
11. Designate Confidential Employees – Michele McRae, Dawnelle Davis, Megan Caputo, Mary Ackermann, Heather Stueve, Tina Hoch and Laura Bryant
12. Designate Paper of Record – Gazette Times
13. Authorize Superintendent to Apply for Grant Funds

C. Out of State Travel:

D. Personnel/Staffing Adjustments:

1. Retirements

2. Resignations:

- | | |
|-------------------|----------------------|
| a. Malori Ambrose | PMS Teacher |
| b. Chantell Wood | PHS Attendance Clerk |

3. New Hires:

- | | |
|-------------------|-------------------------------------|
| a. Iliana Kaiser | PHS Career Center Assistant |
| b. Nathan Goodson | PA Secondary Math & Science Teacher |

4. Staff Reassignments/Changes in FTE

5. Coaches

6. Extra Duty Assignments

REGULAR BOARD MEETING & BUDGET HEARING

Meeting Minutes

PHILOMATH SCHOOL DISTRICT 17J

Philomath High School Community Conference Room

2054 Applegate Street, Philomath

6/18/2026 07:00 PM

I. 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 7:02 pm on June 18, 2026 at the Philomath High School Community Conference Room located at 2054 Applegate Street. Those in attendance included Philomath School District Board of Directors Tom Klipfel, Erin McMullen, Sandi Hering and Erin Gudge; Superintendent Susan Halliday; Business Manager Jennifer Griffith; Executive Assistant Michele McRae. Absent: Ryan Cheeke.

B. Open Session

1. **Pledge of Allegiance:** Jennifer Griffith led us in the Pledge of Allegiance.
2. **Approval of Consent Agenda:** Director McMullen moved to approve the Consent Agenda as presented. Director Gudge seconded the motion, and the Board approved it unanimously. Motion passed 4-0.
3. **Request for Agenda Modifications:** There were no requests for agenda modifications.
4. **Public Comment:** No public comments tonight.

II. 2026-2027 BUDGET HEARING

A. Close Regular Session: The Regular Session was recessed at 7:05 pm.

B. Open 2026-2027 Budget Hearing for Discussion: The Budget Hearing was called to order.

1. **Business Manager and Superintendent:** Jennifer Griffith did not receive any public comments about the proposed budget.
2. **Board Discussions**
3. **Public Comments:** There were no public comments.

C. Close Budget Hearing: Director Klipfel closed the Budget Hearing at 7:06 pm.

D. Reconvene Regular Session: The Regular Session was reconvened at 7:06 pm.

III. BUDGET ACTIONS

A. 2026-2027 Budget Actions

1. **Resolution 2526-02: A Resolution to Adopt the Budget and Make Appropriations for the 2026-2027 fiscal year:** Director Gudge moved to approve the resolution as presented. Director McMullen seconded the motion, and the Board unanimously approved it. Motion passes 4-0.

2. **Resolution 2526-03: A Resolution Imposing and Categorizing the Tax for the 2026-2027 tax year:** Director McMullen moved to approve the resolution as presented. Director Hering seconded the motion, and the Board unanimously approved it. Motion passes 4-0.

IV. REPORTS

A. Association Reports

1. **PEA:** Alicia Moran & Emily Helpenstell, the PEA Co-Presidents, reported that PEA has adopted the new evaluation handbook. Some have recommended a sub-committee to develop definitions and guidelines for the handbook. They are looking forward to new protocols on Fire Drills, Lockdowns and Lockouts, and practicing drills at unexpected times. They thanked the administration and the Board for participating in end of the year celebrations. She said that she is grateful to work in a District that doesn't have the declining numbers in enrollment like some surrounding districts. Superintendent Halliday said that this summer, she will be working on a safety flip book.
2. **OSEA:** No report tonight.

B. Student Services Report:

1. Kelsey Greydanus, the District's Student Services Director, reported on progress on cyclical monitoring that she presented to the Board last year. She explained the different ways that the state oversees special education.
2. Student Services is working on SEAC Engagement and trying to get more community involvement.
3. Kelsey said that they have a strong partnership with the RTIi Team. Also, the district has a dedicated SLPA who focuses on early articulation, and that really helps with early literacy success. She said that a lot of the classrooms in the District are highly structured which also helps students who need extra supports. There has been more training for instructional assistants which in turn helps students. And, they have been offering a safety series for all staff.
4. The Emerging Bilingual Committee has been hosting bi-monthly dinners, and families have been very happy with the interactions.
5. Secondary Services served 11 seniors in the Transition Classroom. The Life Skills class will have more targeted course offerings.
6. Kelsey celebrated three positive teacher-student interactions that highlighted our amazing staff members.

- C. Facilities Report:** The facilities report was included in the Board packet. Director Klipfel asked if there was a long term plan or cycle for all of the equipment in the district. She said that they do have a plan. She said that the long term plan is to go out for a bond.

D. Superintendent's Report:

1. Superintendent Halliday reported on the graduation rates for this year. She reported on the summer office closures, registration and inservice in August.
2. She gave the inter-district transfer updates.

- E. Financial Report:** The financial reports were included in the Board packet, and Jennifer Griffith, the District's Business Manager, thanked the board for approving the budget. She reported that the ending fund balance will be about \$100,000 less than originally reported.

- F. School Board Liaison Check-In:** Director Klipfel reported that he was able to help with a wheelchair accessible path building. He also attended the 5th grade promotion, and Donald Meeker's final music presentation. Director McMullen said that she attended the Philomath Academy graduation, and she felt lucky to be involved. Director Gudge said the Academy graduation felt very community based.

V. DISCUSSION ITEMS

- A. Strategic Plan/Objective Updates:** Superintendent Halliday said that one of the objectives in the Strategic Plan is to create a more broad career plan at the middle and high schools, and help students transition to a career, higher education, etc., after graduation. She reported on the recent graduates plans for after graduation, and the plan to follow up with them in a year.
- B. Superintendents Evaluation:** A template has been chosen, and Director Klipfel proposed the process. He said a wide swath of people will be chosen to participate in the evaluation. Then, the input will be compiled into a final report to present at a board meeting.
- C. Board Self Evaluation:** Director Klipfel said that the Board could use OSBA, or an OSBA document, to guide them in a self-evaluation.
- D. July and August Board Meeting Schedule:** The Board decided to have the July Regular Board Meeting on July 2nd at 7:00 pm. The August meeting will take place on the normal schedule - the third Thursday of the month.
- E. Student Representative to the Board:** Wyatt Coen will be the Student Representative to the Board for the 2026-2027 school year.

VI. ACTION ITEMS

- A. 2026-2028 OSEA Bargaining Agreement:** Director Gudge moved to approve the 2026-2028 OSEA Bargaining Agreement as presented in the Board packet. Director Hering seconded the motion, and the Board unanimously approved it. Motion passes 4-0.
- B. Declaration of Reduction in Force:** Superintendent Halliday reported that there is one position left that needs to be reduced, but all of the others were done through attrition. Director Gudge moved to approve the Reduction in Force as presented. Director Hering seconded the motion, and the Board approved it unanimously. Motion passes 4-0.
- C. Co-Op with Alsea SD - Cross Country:** Superintendent Halliday reported that the Alsea SD will address this in August if it's still needed.

VII. CLOSING ITEMS

- A. Board Recognition:** Director Gudge spoke about Juneteenth and the reasons for the celebration. Director Klipfel recognized all staff for another outstanding year. He is proud to be a part of this District.
- B. Next Meeting Agenda Items:** Annual designations, evaluations, District Objectives, Fall of 27 or spring of 28 Levy. Policy committee meeting on Monday, BBQ planning.
- C. Board Thanks and Requests:** Director Hering thanked Susan, the Board members, Eric and Abby and everyone at the District Office for supporting her during her husband's illness and death. She is grateful for being in a supportive place. Director McMullen said that she was honored to be able to hand diplomas to students, and the teachers, administrators and classified staff do an excellent job working with our students.

D. Adjournment: Board Chair Tom Klipfel adjourned the meeting at 8:44 pm.

Board Chair

Superintendent

Date