



Reedsport School District 105

MONTHLY BOARD MEETING

AGENDA

November 10, 2021, 6:30 p.m.

Reedsport District Office Board Room

Anyone attending in person will need to wear a mask

Link to virtual meeting is posted on website
at www.reedsport.k12.or.us.

- I. CALL TO ORDER
- II. ESTABLISH A QUORUM
- III. PLEDGE OF ALLEGIANCE
- IV. ACTION
- V. CHANGES TO THE AGENDA

VI. ACCOLADES

A. Superintendent Awards

- 1. HES - Daniel Morris, 3rd Grade / Teacher: AnnaLena Villegas
- 2. HES - Wyatt Hoile, 4th Grade / Teacher: Jennifer Wright
- 3. RCCS - Cassy Smith, 8th Grade / Teacher: Patti Prenger
- 4. RCCS - Sativa Rose Warford, 11th / Teacher: Kiaya Gray

VII. COMMUNITY COMMENTS

Individuals may address the Board on agenda items. Please let the Board Chair know which item you wish to address. You are limited to no more than three (3) minutes. You may address the Board on a topic not on the agenda as long as it does not pertain to a complaint against a staff member. However, the Board reserves the right to refer the matter to the administration.

Public Comment Rules for virtual meetings: Anyone wishing to provide public comment or testimony may submit their comment/testimony in written form or email to the Board Secretary. Comment and testimony received by 3:00 PM on the day of the meeting will be included in the meeting. Any comment/testimony received after 3:00 PM and through the duration of the meeting will be added to the minutes but will not be included during the meeting. Comment and testimony received after the meeting concludes will be saved for the next regularly scheduled board meeting. Submit Comments to: Reedsport School District email: stipton@reedsport.k12.or.us or mail to: 100 Ranch Road Reedsport, OR 97467

VIII. REPORTS

- A. RCCS Administrator – Jerry Uhling
- B. RCCS Leadership Report-TBD
- C. HES Administrator – Amanda O’Brien
- D. Business Manager – Angie Brownson
- E. Certified and Classified Representatives – Julee Noel/Travis Durgeloh
- F. Maintenance Report – Michael Schoppe
- G. Technology Report – Thomas Capps
- H. Superintendent Report – Jon Zwemke
 - 1. Board and Superintendent Expectations

IX. CONSENT AGENDA

Actions that are routine or usually call for no discussion, such as approving minutes of previous meetings, acceptance of donations and similar actions, are often handled together in one vote by the Board

- A. Approval of Regular Board Meeting Minutes from October 13, 2021
- B. Approval of Board Meeting Minutes from October, 19, 2021
- C. Acceptance of Resignations/Retirements
 - 1. Julee Noel – 8th Grade Boys Basketball Coach
 - 2. Lizbet Lopez – Instructional Aide
- C. Approval of New Hires/Assignment Changes/Volunteer
 - 1. Madison Kay – Instructional Assistant
 - 2. Lynne Lorenzen – Roving Substitute Teacher
 - 3. Lydia Aho – Roving Classified Substitute

X. ACTION

- A. Approval of ESSR purchases exceeding \$25,000.00
- B. Approval of the Administrator / Confidential / Supervisor / Directory / Coordinator / Specialist (A.C.S.D.C.S) agreement
- C. OSBA Elections
- D. OSBA Policies review & updates
 - 1. ACB: All Students Belong *(First Reading)*
 - 2. ACB-AR: Bias Incident Complaint Procedure *(First Reading)*
 - 3. GCBDA/GDBDA: Family Medical Leave *(First Reading)*
 - 4. GCBDA/GDBDA-AR(1): Federal Family & Medical Leave/State Family Medical Leave *(First Reading)*
 - 5. GCBDA/GDBDA-AR(2): Request for Family & Medical Leave *(First Reading)*
 - 6. GCBDA/GDBDA-AR(4): FMLA/OFLA Eligibility Notice to Employee *(First Reading)*
 - 7. JHFE/GBNAB: Suspected Abuse of a Child Reporting Requirements [PACE] *(First Reading)*

8. JHFF/GBNAA: Suspected Sexual Conduct with Students & Reporting Requirements [PACE] *(First Reading)*
9. JFCM: Threats of Violence *(First Reading)*
10. JB: Equal Educational Opportunity *(First Reading)*
11. LBEA: Resident Student Denial for Virtual Public Charter School Attendance *(First Reading)*
12. GCAB: Personal Electronic Devices and Social Media – Staff [PACE] *(First Reading)*

XI. DISCUSSION

A. Receipt of Demand to Bargain Notice from ARE

1. Pick two-person sub-committee

B. Upcoming Board Conferences

1. December 1st - 3rd - 41st Annual COSA Law Conference – EUGENE

XII. COMMUNITY COMMENTS

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XIII. BOARD MEMBER COMMENTS

XIV. FUTURE AGENDAS

A. December 8, 2021 @ 6:30 PM

B. January 12, 2021 @ 6:30 PM

XV. ADJOURNMENT

Next School Board Meeting: Wednesday, December 8, 2021



Highland Elementary School

2605 Longwood Drive, Reedsport, Oregon 97467

Phone: (541) 271-3616, Fax: (541) 271-3618

To the parents of Daniel Morris,

It is a tremendous honor to write this letter about Daniel Morris and why he is deserving of the Superintendent's Award. Daniel, epitomizes the role of a student leader and holds a tremendous amount of outstanding qualities.

I have been impressed by Daniel's achievements in the classroom. He has a superior work ethic and always shows kindness for others. He is always eager to learn new things. Third grade is not easy and Daniel always works to perceive through even the most frustrating challenges.

Daniel is very personable, inquisitive, and engaging. He is always at the ready to have an academic conversation and finds many opportunities to learn outside of our regular lessons. While on a recent field trip to the South Slough Estuary, Daniel found many specimens and had many questions about what he had found and how to identify them from other species. With his inquisitive nature he was able to get other students engaged and get answer to deeper questions. Daniel continues to amaze me with his inquisitive nature, positive outlook, and drive to learn.

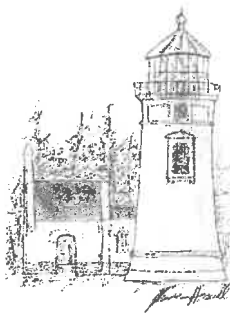
Being new at school is never easy for students or parents. Daniel has made an amazing transition and I attribute that to structure and lots of family support, and I would like to thank you for all you do.

Sincerely,

AnnaLena Villegas

3rd Grade Teacher

Highland Elementary School



Highland Elementary School

2605 Longwood Drive, Reedsport, Oregon 97467

Phone: (541) 271-3616, Fax: (541) 271-3618

To the parents of Wyatt Hoile,

When a teacher is asked to recommend a student for an award, we look for kind leaders that are hard-working examples for the class. I am very pleased to nominate Wyatt Hoile for the Superintendent's Award. Wyatt is a delight to have in class. He is friendly and kind to his classmates and is eager to do the right thing.

Wyatt is very conscientious about his schoolwork. He works hard to get everything done, and he always tries to do his best. Even when he's not at school, you can tell his assignments are a priority. Wyatt did a wonderful job on the journal he wrote about his hunting adventures with his family. Wyatt approaches learning in the classroom with (almost) the same excitement as learning while exploring with his family.

One of the things I love about Wyatt is how he looks out for others. He is concerned enough about his classmates to find extra art materials for projects. He looks out for classmates that are about to make a poor choice. He can give friendly reminders and will help them if they can't find what they need at their desk or on their computers.

Congratulations to Wyatt and his family. He is very deserving of this honor. I'm so grateful for the positive example he sets for his classmates. His kindness to others, courtesy, respect, and work ethic are character traits that have been instilled at home and put into practice at school.

Sincerely,

Jennifer Wright

4th Grade Teacher

Highland Elementary School



Reedsport Community Charter School

A community of learners preparing to meet the challenges of the future

2260 Longwood Drive, Reedsport, OR 97467

Phone (541) 271-2141

www.reedsport.k12.or.us

November 1, 2021

To the parents of Cassy Smith,

I am pleased to nominate Cassy Smith for the Superintendent Award for November. Cassy truly exemplifies the outstanding academic effort the award is meant to celebrate.

Cassy is the dream student for any Language Arts teacher. She is a passionate reader who devours books and always takes full advantage of our independent reading time. I know of at least six books she finished last quarter alone, and those are only the books she reported to me! Even more important than her volume of reading, Cassy is a model for two of the strongest benefits of reading: empathy and curiosity.

Cassy is a thoughtful and thorough student. In my class, her strong reading comprehension has made her a valuable voice in class discussions. Mrs. Adams, her history teacher, praises Cassy's ability to ask meaningful and important questions in history. Her science teacher, Mr. Wright, appreciates the level of detail in her answers, which is something I have seen time and again in my class as well. Cassy even went above and beyond on our last vocabulary test and used more vocabulary words than required when constructing her responses!

In addition to her academic ability, Cassy's positive and helpful attitude qualifies her for this honor. She always has a smile and a positive word when I greet her at my door. I frequently see her encouraging the students around her or explaining a more complicated bit of material that one of her peers might be struggling with. It is this desire to help others access what comes so naturally to her that I most admire about Cassy. As classrooms and communities, we are always strongest when we help each other rise, and Cassy never fails to do this.

I ask that you help me recognize Cassy's commitment to learning by bestowing on her the Superintendent's Award.

Thank you,

Patti Prenger

Language Arts Teacher

Reedsport Community Charter School



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Phone (541) 271-2141

www.reedsport.k12.or.us

November 1, 2021

To the parents of Sativa Rose Warford,

The Superintendent Award at our school is meant to show appreciation and admiration each month to a deserving student who consistently demonstrates academic excellence, quality of character and makes significant contributions to our RCCS community. This month, we recognize Sativa Rose Warford for the rigor of her academic pursuits, the helpful and generous attributes of her nature and the trusted friend she is to students in our school. The last couple of years have been a challenging time for many students' education. Sativa is among the courageous few students who are tenaciously working towards an honors diploma, despite possible obstacles to this pursuit.

Sativa is a hard-working scholar who does what it takes to understand new concepts, whether that means asking questions or working through problems independently. Her quality of work is consistently good and even in her math notes she will take thoughtful care to keep her work organized. However, Sativa is deserving of this award not only because of her academic mindset, but also because of how she is always thinking and helpful towards others. Perhaps the most eloquent anecdote about Sativa which affirms her nomination for this award was when she donated blood this year on her birthday as part of our school's Red Cross Blood Drive.

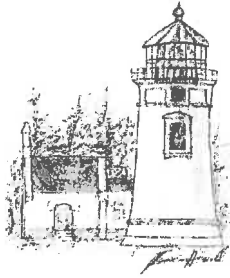
Besides being a dedicated student, Sativa is also a dear friend to those students who take the time to get to know her. Her friends told me that although she may seem like a quiet companion, she will always be there for you as a dedicated friend. Her friends also describe her as creative and expressive. This Halloween she had a very sophisticated fairy costume which brought a bit more magic to our school's costume contest. We wish her the best along the many adventures ahead and I know that her creativity and dedication to others will take her to amazing places as she continues on a life long journey of learning.

Sincerely,

Kiaya Gray

Math Teacher

Reedsport Community Charter School



REEDSPORT SCHOOL DISTRICT 105

Year-to-Date Activity & Forecast

GENERAL FUND

For the period ending October 31, 2021

ACTIVITY

Revenues:

Beginning Fund Balance
Property Taxes
Interest
Admissions
Fees - Sport Participation
Rentals
Contributions
Services Provided Charter
Miscellaneous Revenue
County School Fund
State School Fund
Common School Fund
State Managed County Timber
Other State Grants
Federal Forest Fees
Loan Receipts
Interfund Transfers
TOTAL:

Adopted Budget 2021-2022	YTD Actuals through Current Month	Encumbrances	Actuals Including Encumbrances	Forecast through 6/30/2022	% Actual to Budget	Over/ (Under) Budget
800,000	-	800,000	800,000	800,000	0.00%	-
2,185,000	44,461	2,125,000	2,169,461	2,169,461	2.03%	(15,539)
50,000	3,720	36,000	39,720	39,720	7.44%	(10,280)
10,000	4,323	8,000	12,323	12,323	43.23%	2,323
15,000	-	10,000	10,000	10,000	0.00%	(5,000)
-	775	-	775	775		775
5,000	-	4,000	4,000	4,000	0.00%	(1,000)
-	-	-	-	-		-
100,000	41,048	67,000	108,048	108,048	41.05%	8,048
10,000	-	10,000	10,000	10,000	0.00%	-
5,229,770	2,118,194	3,067,531	5,185,725	5,185,725	40.50%	(44,045)
63,025	28,806	34,219	63,025	63,025	45.71%	(0)
15,000	4,753	15,000	19,753	19,753	31.69%	4,753
-	1,830	-	1,830	1,830		1,830
50,000	-	50,000	50,000	50,000	0.00%	-
-	-	-	-	-	0.00%	-
-	-	-	-	-	0.00%	-
8,532,795	2,247,910	6,226,750	8,474,660	8,474,660	26.34%	(58,135)

Expenditures:

Salaries
Benefits
Purchased Services
Supplies & Materials
Capital Outlay
Other
Transfers Out
SUB-TOTAL:

3,270,958	817,388	2,450,000	3,267,388	3,267,388	24.99%	(3,570)
2,127,472	493,682	1,635,000	2,128,682	2,128,682	23.21%	1,210
2,147,356	282,602	1,640,000	1,922,602	1,922,602	13.16%	(224,754)
144,131	55,829	90,000	145,829	145,829	38.74%	1,698
-	-	-	-	-		-
142,878	119,752	97,000	216,752	216,752	83.81%	73,874
-	-	-	-	-		-
7,832,795	1,769,253	5,912,000	7,681,253	7,681,253	22.59%	(151,541)

CONTINGENCY:

TOTAL:

700,000	-	-	-	-		
8,532,795	1,769,253	5,912,000	7,681,253	7,681,253		

PROJECTED ENDING FUND BALANCE

PROJECTED ENDING FUND BALANCE PERCENTAGE OF ACTUAL (FORECAST) REVENUE AT 6/30/2022

793,407
9%



REEDSPORT SCHOOL DISTRICT 105
Year-to-Date Activity & Forecast
GENERAL FUND

Adopted

ESTIMATED FUND BALANCE/
CARRYOVER AT MONTH-END:

PROJECTED ENDING FUND BALANCE	793,407
PROJECTED ENDING FUND BALANCE PERCENTAGE OF ACTUAL (FORECAST) REVENUE AT 6/30/2022	9%

1* Beginning fund balance is estimated.

Reedsport School District

Warrant Vouchers

ACTION TROPHIES AND SIGNS
63757 HILL ROAD
COOS BAY, OR 97420

Account	PO No.	Invoice	Description	Amount
100.2310.0410.708.000.000.00	220226	INVOICE 67973	Bonnie Booher Nameplate & Sharmen Tipton Name Plate	\$19.50
			Invoice Total:	\$19.50
		Warrant #: 24362	Warrant Date: 10/13/2021	Warrant Total: \$19.50

Total for ACTION TROPHIES AND SIGNS \$19.50

Amount Allowed _____ This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Reedsport School District

Warrant Vouchers

AMAZON.COM
AMAZON CORPORATE CREDIT LINE ACCOUNT
PO BOX 530958
ATLANTA, GA 30353-0958

Account	PO No.	Invoice	Description	Amount
100.1111.0410.146.000.000.00	220118	INVOICE 954953586573	3rd Amazon-staff and student needs	\$68.01
215.1131.0410.616.000.022.00	220210	INVOICE 663753533437	BOOKS AND CLASSROOM SUPPLIES FOR N. GUNN	\$68.01 \$61.96
215.1131.0410.616.000.022.00	220243	INVOICE 996475587833	GROMMET EYELET MACHINE HOLE PUNCH TOOL KIT	\$61.96 \$54.99
100.1111.0410.146.000.000.00	220117	INVOICE 445453479957	2nd Amazon-staff supplies	\$54.99 \$5.50
100.1111.0410.146.000.000.00	220018	INVOICE 698958366699	Open Amazon	\$5.50 \$4.36
100.1250.0410.146.320.000.00	220157	INVOICE 645665875784	Travel Gear-SPED	\$4.36 \$150.00
100.1111.0410.146.000.000.00	220116	INVOICE 466877774737	Amazon Paper Closet Supplies	\$150.00 \$70.20
100.1111.0410.146.000.000.00	220116	INVOICE 858483343564	Amazon Paper Closet Supplies	\$70.20 \$114.05
100.1111.0410.146.000.000.00	220116	INVOICE 433439748797	Amazon Paper Closet Supplies	\$114.05 \$33.62
100.1111.0410.146.000.000.00	220116	INVOICE 787369496554	Amazon Paper Closet Supplies	\$33.62 \$92.40
100.1111.0410.146.000.000.00	220116	INVOICE 466897438364	Amazon Paper Closet Supplies	\$92.40 \$9.47
			InvoiceTotal:	\$9.47

Reedsport School District

Warrant Vouchers

AMAZON.COM
AMAZON CORPORATE CREDIT LINE ACCOUNT
PO BOX 530958
ATLANTA, GA 30353-0958

Account	P.O. No.	Invoice	Description	Amount
100.1111.0410.146.000.000.00	220116	INVOICE 547455387835	Amazon Paper Closet Supplies	\$76.65
100.1111.0410.146.000.000.00	220116	INVOICE 858648794894	Amazon Paper Closet Supplies	\$76.65
100.1111.0410.146.000.000.00	220116	INVOICE 438776533398	Amazon Paper Closet Supplies	\$104.70
100.1111.0410.146.000.000.00	220117	INVOICE 586449573866	2nd Amazon-staff supplies	\$119.85
100.1111.0410.146.000.000.00	220117	INVOICE 834656799557	2nd Amazon-staff supplies	\$119.85
215.1111.0410.146.000.022.00	220254	INVOICE 776573458998	Shelving Units for Books	\$131.67
100.1111.0410.146.000.000.00	220116	CREDIT 777899464397	Amazon Paper Closet Supplies	\$29.20
100.2542.0410.616.000.000.00	220180	INVOICE 876746999689	OPEN PO FOR RCCS FOR MAINTENANCE - NTE	\$574.55
100.2542.0410.616.000.000.00	220180	INVOICE 565433633468	OPEN PO FOR RCCS FOR MAINTENANCE - NTE	(\$70.20)
100.1121.0410.616.050.000.00	220064	INVOICE 999599634486	OPEN PO FOR 2021-2022 SUPPLIES	\$13.97
100.1131.0410.616.050.000.00	220064	INVOICE 999599634486	OPEN PO FOR 2021-2022 SUPPLIES	\$24.99
100.1132.0410.616.239.000.00	220281	INVOICE 944836484969	SAFETY VESTS FOR MONITORS/PROCTORS AT ATHLETIC EVENTS	\$24.99
			InvoiceTotal:	\$17.66
			InvoiceTotal:	\$17.65
			InvoiceTotal:	\$35.31
			InvoiceTotal:	\$23.56

Reedsport School District

Warrant Vouchers

100.2542.0410.616.000.000.00	220180	INVOICE 443578599374	OPEN PO FOR RCCS FOR MAINTENANCE - NTE	InvoiceTotal:	\$23.56 \$15.78
215.1131.0410.616.000.022.00	220160	INVOICE 573993547897	SUPPLIES FOR B. SHAW CLASS	InvoiceTotal:	\$15.78 \$1,275.99
215.1131.0410.616.000.022.00	220160	CREDIT 57736358993	SUPPLIES FOR B. SHAW CLASS	InvoiceTotal:	\$1,275.99 (\$284.00)
215.1131.0410.616.000.022.00	220160	INVOICE 437738746996	SUPPLIES FOR B. SHAW CLASS	InvoiceTotal:	(\$284.00) \$2,634.25
215.1131.0410.616.000.022.00	220160	CREDIT 439584873637	SUPPLIES FOR B. SHAW CLASS	InvoiceTotal:	\$2,634.25 (\$852.00)
100.1111.0410.146.000.000.00	220117	CREDIT 789739963474	2nd Amazon-staff supplies	InvoiceTotal:	(\$852.00) (\$5.50)
100.2321.0410.708.000.000.00	220271	INVOICE 639973959947	Office Supplies for DO	InvoiceTotal:	(\$5.50) \$20.15
100.2321.0410.708.000.000.00	220271	INVOICE 449897357757	Office Supplies for DO	InvoiceTotal:	\$20.15 \$189.36
100.2321.0410.708.000.000.00	220271	INVOICE 567884368643	Office Supplies for DO	InvoiceTotal:	\$189.36 \$22.84
100.2321.0410.708.000.000.00	220271	INVOICE 957659984675	Office Supplies for DO	InvoiceTotal:	\$22.84 \$27.99
100.2542.0410.708.000.000.00	220280	INVOICE 449654846484	Elkay 51300C 3pk Water Sentry Plus Replacement Filter (Bottle Fillers)	InvoiceTotal:	\$27.99 \$165.89
100.1111.0410.146.000.000.00	220018	INVOICE 674764684437	Open Amazon	InvoiceTotal:	\$165.89 \$42.00
Warrant #: Not Printed				InvoiceTotal:	\$42.00
				Warrant Total:	\$4,981.56

Reedsport School District

Warrant Vouchers

Total for AMAZON.COM \$4,981.56

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

ARMORZONE ATHLETIC, LLC
22443 GAP ROAD
HARRISBURG, OR 97446

Account	PO No.	Invoice	Description	Amount
100.1132.0410.616.230.000.00	220234	INVOICE 4699	LEASING MIDDLE SCHOOL FOOTBALL HELMETS	\$480.00
			Invoice Total:	\$480.00
		Warrant #: 24375	Warrant Date: 10/18/2021	Warrant Total: \$480.00

Total for ARMORZONE ATHLETIC, LLC

\$480.00

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

AT&T MOBILITY LLC
PO BOX 6463
CAROL STREAM, IL 60197-6463

Account	PO No.	Invoice	Description	Amount
215.2662.0470.708.000.022.00	220086	287301705319 9/16-10	Wireless for district June/July	\$432.30
Invoice Total:				\$432.30
Warrant Total:				\$432.30

Warrant #: 24342 Warrant Date: 10/4/2021

Total for AT&T MOBILITY LLC \$432.30

Amount Allowed _____ This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Reedsport School District

Warrant Vouchers

BLUE EARTH SERVICES & TECHNOLOGIES
395 N BASTER STREET
PO BOX 888
COQUILLE, OR 97423

Account	PO No.	Invoice	Description	Amount
215.2662.0389.708.000.022.00	220128	INVOICE 560	Adds Moves Changes Phones and Wi Fi	\$625.00
215.2662.0389.708.000.022.00	220128	INVOICE 557	Adds Moves Changes Phones and Wi Fi	\$1,050.00
100.2662.0322.146.000.000.00	220246	INVOICE 564	Replace Speaker, reprogram Phones reconfigure ports	\$250.00
Total for BLUE EARTH SERVICES & TECHNOLOGIES				\$1,925.00

Amount Allowed _____ This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Reedsport School District

Warrant Vouchers

CARSON OIL COMPANY
PO BOX 41390
EUGENE, OR 97404

Account	PO No.	Invoice	Description	Amount
100.2542.0326.616.000.000.00	220016	INVOICE WIN-144258	RCCS FY 21/22 OPEN PO- FUEL/HEATING FUEL/OIL	\$12,688.40
			InvoiceTotal:	\$12,688.40
			Warrant Date: 10/18/2021	
			Warrant Total:	\$12,688.40
100.2542.0326.616.000.000.00	220016	INVOICECP-0017 0772	RCCS FY 21/22 OPEN PO- FUEL/HEATING FUEL/OIL	\$196.00
			InvoiceTotal:	\$196.00
			Warrant Date: 10/25/2021	
			Warrant Total:	\$196.00

Total for CARSON OIL COMPANY

\$12,884.40

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

CENTRAL LINCOLN PUD
2129 N. COAST HIGHWAY
PO BOX 1126
NEWPORT, OR 97365-0090

Account	PO No.	Invoice	Description	Amount
100.2542.0325.616.000.000.00	220014	ACCT219964001 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$4,205.68
100.2542.0325.146.000.000.00	220014	ACCT219964000 9/2021	HES MONTHLY ELECTRICAL INVOICES FY 21/22	\$4,205.68
			InvoiceTotal:	\$1,827.72
100.2542.0325.708.000.000.00	220014	ACCT219964004 9/2021	DO MONTHLY ELECTRICAL INVOICES FY 21/22	\$653.95
			InvoiceTotal:	\$1,827.72
100.2542.0325.146.000.000.00	220014	ACCT219964005 9/2021	HES MONTHLY ELECTRICAL INVOICES FY 21/22	\$653.95
			InvoiceTotal:	\$57.24
100.2542.0325.616.000.000.00	220014	ACCT219964009 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$57.24
			InvoiceTotal:	\$30.32
100.2542.0325.616.000.000.00	220014	ACCT219964019 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$30.32
			InvoiceTotal:	\$32.86
100.2542.0325.616.000.000.00	220014	ACCT219964016 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$32.86
			InvoiceTotal:	\$40.77
100.2542.0325.616.000.000.00	220014	ACCT219964006 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$40.77
			InvoiceTotal:	\$35.63
100.2542.0325.616.000.000.00	220014	ACCT219964017 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$35.63
			InvoiceTotal:	\$40.21
100.2542.0325.616.000.000.00	220014	ACCT219964020 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$40.21
			InvoiceTotal:	\$34.20
100.2542.0325.616.000.000.00	220014	ACCT219964014 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$34.20
			InvoiceTotal:	\$43.46
			InvoiceTotal:	\$43.46

Reedsport School District

Warrant Vouchers

CENTRAL LINCOLN PUD
2129 N. COAST HIGHWAY
PO BOX 1126
NEWPORT, OR 97365-0090

Account	PO No.	Invoice	Description	Amount
100.2542.0325.616.000.000.00	220014	ACCT219964018 9/2021	RCCS MONTHLY ELECTRICAL INVOICES FY 21/22	\$41.64
100.2542.0325.708.000.000.00	220014	ACCT219964021 9/2021	DO MONTHLY ELECTRICAL INVOICES FY 21/22	\$41.64 \$30.95
100.2542.0325.146.000.000.00	220014	ACCT219964007 9/2021	HES MONTHLY ELECTRICAL INVOICES FY 21/22	\$30.95 \$29.92
			InvoiceTotal:	\$29.92
			Warrant Total:	\$7,104.55

Warrant #: Not Printed

Total for CENTRAL LINCOLN PUD

\$7,104.55

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

CIT
PO BOX 100706
PASADENA, CA 91189-0706

Account	PO No.	Invoice	Description	Amount
100.2574.0324.616.000.000.00	220024	INVOICE 38473850	RCCS- MONTHLY COPIER LEASES FY 20/21	\$1,157.30
100.2574.0324.146.000.000.00	220024	INVOICE 38473850	HES- MONTHLY COPIER LEASES FY 20/21	\$1,543.06
100.2574.0324.708.000.000.00	220024	INVOICE 38473850	DO- MONTHLY COPIER LEASES FY 20/21	\$514.35
Invoice Total:				\$3,214.71
Warrant #: 24344 Warrant Date: 10/4/2021				\$3,214.71

Total for CIT

\$3,214.71

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

CITY OF REEDSPORT
451 WINCHESTER AVE
REEDSPORT, OR 97467-1597

Account	PO No.	Invoice	Description	Amount
100.2542.0327.616.000.000.00	220015	A:000785-000 9/2021	RCCS-MONTHLY WATER BILLS	\$2,263.54
100.2542.0327.146.000.000.00	220015	A:001339-000 9/2021	HES-MONTHLY WATER BILLS	\$2,263.54
100.2542.0327.708.000.000.00	220015	A:002100-000 9/2021	DO-MONTHLY WATER BILLS	\$1,337.05
			Invoice Total:	\$1,337.05
			Invoice Total:	\$79.74
			Invoice Total:	\$79.74
			Warrant Total:	\$3,680.33

Warrant #: Not Printed

Total for CITY OF REEDSPORT

\$3,680.33

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

CLEARFLY
DEPT LA 24287
PASADENA, CA 91185-4287

Account	PO No.	Invoice	Description	Amount
100.2542.0351.616.000.000.00	220100	INVOICE INV379605	RCCS Phone Service	\$358.63
100.2542.0351.146.000.000.00	220100	INVOICE INV379605	HES Phone Service	\$358.63
100.2542.0351.708.000.000.00	220100	INVOICE INV379605	DO Phone Service	\$358.64
Invoice Total:				\$1,075.90
Warrant Total:				\$1,075.90

Warrant #: Not Printed

Total for CLEARFLY

\$1,075.90

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

COMFORT FLOW HEATING
1951 DON STREET, SUITE D
SPRINGFIELD, OR 97477

Account	PO No.	Invoice	Description	Amount
100.2542.0322.146.000.000.00	220274	INVOICE SVC256915	Refrigeration Repair	\$897.24
Invoice Total:				\$897.24
Warrant #: 24378 Warrant Date: 10/18/2021				\$897.24
Warrant Total:				\$897.24

Total for COMFORT FLOW HEATING

\$897.24

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

COSA/CONFEDERATION OF OR SCH ADM
707 13TH ST SE, SUITE 100
SALEM, OR 97301-1207

Account	PO No.	Invoice	Description	Amount
100.2410.0640.616.000.000.00	220264	INVOICE 4891660	JERRY UHLING COSA MEMBERSHIP 21-22	\$595.00
			InvoiceTotal:	\$595.00
			Warrant Total:	\$595.00
100.2321.0640.708.000.000.00	220272	INVOICE 4891670	COSA Member Dues 08/31/21-06/30/22	\$595.00
			InvoiceTotal:	\$595.00
			Warrant Total:	\$595.00

Total for COSA/CONFEDERATION OF OR SCH ADM \$1,190.00

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

DAVISON AUTO PARTS (NAPA)
PO BOX 27
MCMINNVILLE, OR 97128-0027

Account	PO No.	Invoice	Description	Amount
100.2542.0410.616.000.000.00	220186	INVOICE 274161	RCCS-Maint supplies	\$23.12
			Invoice Total:	\$23.12
		Warrant #: 24364	Warrant Date: 10/13/2021	Warrant Total: \$23.12

Total for DAVISON AUTO PARTS (NAPA)

\$23.12

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

DAY SHIP SUPPLY
PO BOX 127
COOS BAY, OR 97420

Account	PO No.	Invoice	Description	Amount
298.3100.0410.616.000.000.00	220076	INVOICE 576442A	Food Services	\$135.00
298.3100.0410.616.000.000.00	220076	INVOICE 576305A	Food Services	\$135.00
			InvoiceTotal:	\$33.75
			InvoiceTotal:	\$33.75
			Warrant Total:	\$168.75

Warrant #: 24422 Warrant Date: 10/25/2021

Total for DAY SHIP SUPPLY

\$168.75

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

DEMCO INC.
PO BOX 88623
MILWAUKEE, WI 53288-0623

Account	PO No.	Invoice	Description	Amount
100.2222.0410.616.000.000.00	220238	INVOICE 7021682	SPINE LABELS FOR BOOKS	\$54.39
Warrant #: 24380 Warrant Date: 10/18/2021				Invoice Total: \$54.39
				Warrant Total: \$54.39

Total for DEMCO INC.

\$54.39

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

Douglas Fast Net
2350 Aviation Dr.
Roseburg, OR 97470-1974

Account	PO No.	Invoice	Description	Amount
100.2542.0351.708.000.000.00	220109	ACCT1274540 10/2021	Internet Services & Fees 2021-2022	\$455.40
100.2542.0351.146.000.000.00	220109	ACCT1274540 10/2021	Internet Services/Fees 21-22	\$455.40
100.2542.0351.616.000.000.00	220109	ACCT1274540 10/2021	Internet Services & Fees 21-22	\$469.20
Invoice Total:				\$1,380.00
Warrant Total:				\$1,380.00

Warrant #: Not Printed

Total for Douglas Fast Net \$1,380.00

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

FERRELLGAS
PO BOX 173940
DENVER, CO 80217-3940

Account	PO No.	Invoice	Description	Amount
100.2542.0326.146.000.000.00	220074	INVOICE 1116853604	HES FY 21/22 PROPANE FOR HEAT- OPEN PO	\$1,601.24
			Invoice Total:	\$1,601.24
100.2542.0326.146.000.000.00	220074	INVOICE 1116978737	HES FY 21/22 PROPANE FOR HEAT- OPEN PO	\$165.47
			Invoice Total:	\$165.47
100.2542.0326.146.000.000.00	220074	INVOICE 1117017451	HES FY 21/22 PROPANE FOR HEAT- OPEN PO	\$2,474.94
			Invoice Total:	\$2,474.94
100.2542.0326.146.000.000.00	220074	INVOICE 1117096377	HES FY 21/22 PROPANE FOR HEAT- OPEN PO	\$2,429.19
			Invoice Total:	\$2,429.19
			Warrant Total:	\$6,670.84

Warrant #: Not Printed

Total for FERRELLGAS

\$6,670.84

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

FLINN SCIENTIFIC INC.
PO BOX 71721
CHICAGO, IL 60694-1721

Account	PO No.	Invoice	Description	Amount
215.1131.0410.616.000.022.00	220242	INVOICE 2632762	SUPPLIES FOR SCIENCE CLASSES WRIGHT AND FRANKS	\$9,340.01
Invoice Total:				\$9,340.01
Warrant #: 24381 Warrant Date: 10/18/2021 Warrant Total:				\$9,340.01

Total for FLINN SCIENTIFIC INC. \$9,340.01

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

FRANZ FAMILY BAKERIES
PORTLAND DIVISION
PO BOX 742654
LOS ANGELES, CA 90074-2654

Account	PO No.	Invoice	Description	Amount
298.3100.0410.616.000.000.00	220047	INVOICE 140545000980	RCCS-OPEN PO FOR FOOD SERVICES	\$76.05
			Invoice Total:	\$76.05
298.3100.0410.146.000.000.00	220047	INVOICE 140544001983	HES-OPEN PO FOR FOOD SERVICES	\$118.38
			Invoice Total:	\$118.38
		Warrant #: 24345	Warrant Date: 10/4/2021	
298.3100.0410.616.000.000.00	220047	INVOICE 140545001040	RCCS-OPEN PO FOR FOOD SERVICES	\$194.43
			Warrant Total:	\$194.43
			Invoice Total:	\$265.35
		Warrant #: 24366	Warrant Date: 10/13/2021	
298.3100.0410.616.000.000.00	220047	INVOICE 140545001070	RCCS-OPEN PO FOR FOOD SERVICES	\$265.35
			Warrant Total:	\$265.35
			Invoice Total:	\$199.78
298.3100.0410.616.000.000.00	220047	INVOICE 163395608520	RCCS-OPEN PO FOR FOOD SERVICES	\$51.29
			Invoice Total:	\$51.29
		Warrant #: 24382	Warrant Date: 10/18/2021	
298.3100.0410.146.000.000.00	220047	INVOICE 140544002239	HES-OPEN PO FOR FOOD SERVICES	\$251.07
			Warrant Total:	\$251.07
			Invoice Total:	\$106.14
298.3100.0410.616.000.000.00	220047	INVOICE 140544002152	RCCS-OPEN PO FOR FOOD SERVICES	\$106.14
			Invoice Total:	\$106.14
298.3100.0410.616.000.000.00	220047	INVOICE 140545001117	RCCS-OPEN PO FOR FOOD SERVICES	\$51.29
			Invoice Total:	\$51.29
		Warrant #: 24424	Warrant Date: 10/25/2021	
			Invoice Total:	\$152.42
			Warrant Total:	\$152.42
			Invoice Total:	\$309.85

Reedsport School District

Warrant Vouchers

Amount Allowed

Total for FRANZ FAMILY BAKERIES

\$1,020.70

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Reedsport School District

Warrant Vouchers

GARRETT, HEMANN, ROBERTSON P.C.
WILLAMETTE PROF CENTER
1011 COMMERCIAL STREET NE
SALEM, OR 97301-1049

Account	PO No.	Invoice	Description	Amount
100.2310.0382.708.000.000.00	220290	INVOICE 367669	Respond to email from SI on Vaccine issue	\$47.00
			Invoice Total:	\$47.00
		Warrant #: 24425	Warrant Date: 10/25/2021	Warrant Total: \$47.00

Total for GARRETT, HEMANN, ROBERTSON P.C. \$47.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

GoGuardian
DEPT LA 24607
PASADENA, CA 91185-4607

Account	PO No.	Invoice	Description	Amount
215.2662.0470.708.000.000.00	220174	INVOICE INV42832	GoGuardian Suite	\$7,982.00
Invoice Total:				\$7,982.00
Warrant #: 24383				
Warrant Date: 10/18/2021				
Warrant Total:				\$7,982.00

Total for GoGuardian

\$7,982.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

GOLD COAST SECURITY INC
1710 SW BLVD
COOS BAY, OR 97420

Account	PO No.	Invoice	Description	Amount
100.2542.0351.616.000.000.00	220026	INVOICE143600 8/2021	Alarm Monitoring System-RCCS	\$31.00
100.2542.0351.708.000.000.00	220026	INVOICE143629 8/2021	Alarm Monitoring System-DO	\$31.00
100.2542.0351.146.000.000.00	220026	INVOICE143947 8/2021	Alarm Monitoring System-HES	\$31.00
100.2542.0351.616.000.000.00	220026	INVOICE14666 9/2021	Alarm Monitoring System-RCCS	\$31.00
100.2542.0351.708.000.000.00	220026	INVOICE14692 9/2021	Alarm Monitoring System-DO	\$31.00
100.2542.0351.146.000.000.00	220026	INVOICE14981 9/2021	Alarm Monitoring System-HES	\$31.00
Total for GOLD COAST SECURITY INC				\$186.00

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

GRAINGER
DEPT 824997696
PO BOX 419267
KANSAS CITY, MO 64141-6267

Account	PO No.	Invoice	Description	Amount
100.2542.0410.616.000.000.00	220172	INVOICE 9067702721	RCCS-Combination Locker Locks	\$1,002.50
Invoice Total:				\$1,002.50
100.2542.0410.146.000.000.00	220049	INVOICE 9077571991	HIGHLAND OPEN PO FOR SUPPLIES	\$76.19
Invoice Total:				\$76.19
Warrant Total:				\$1,078.69

Warrant #: 24367

Warrant Date: 10/13/2021

Total for GRAINGER

\$1,078.69

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

HIXENBAUGH, JAMES
1910 OTTER SLOUGH RD
REEDSPORT, OR 97467

Account	PO No.	Invoice	Description	Amount
100.1132.0342.616.239.000.00	220075	10/12 MILEAGE REIM	2021/2022 OPEN PO FOR MILEAGE REIMBURSEMENT FOR AD MEETINGS	\$57.12
Invoice Total:				\$57.12
Warrant #: 24385 Warrant Date: 10/18/2021				\$57.12
Warrant Total:				\$57.12

Total for HIXENBAUGH, JAMES

\$57.12

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

KEL-CEE ACE HARDWARE
GRETCHEN
1350 HIGHWAY 101
REEDSPORT, OR 97467-0208

Account	PO No.	Invoice	Description	Amount
100.2542.0410.146.000.000.00	220000	INVOICE 259947	2021/2022 BLANKET PO FOR MAINTENANCE NEEDS	\$6.95
100.2542.0410.146.000.000.00	220000	INVOICE 259984	2021/2022 BLANKET PO FOR MAINTENANCE NEEDS	\$6.95
100.2542.0410.616.000.000.00	220000	INVOICE 260012	2021/2022 BLANKET PO FOR MAINTENANCE NEEDS	\$20.89
100.2542.0410.708.000.000.00	220000	INVOICE 260037	2021/2022 BLANKET PO FOR DISTRICT	\$10.56
100.2542.0410.708.000.000.00	220000	INVOICE 260195	2021/2022 BLANKET PO FOR DISTRICT	\$10.56
100.2542.0410.616.000.000.00	220000	INVOICE 260394	2021/2022 BLANKET PO FOR MAINTENANCE NEEDS	\$72.69
100.2542.0410.146.000.000.00	220000	INVOICE 260446	2021/2022 BLANKET PO FOR MAINTENANCE NEEDS	\$72.66
100.2542.0410.616.000.000.00	220000	INVOICE 260596	2021/2022 BLANKET PO FOR MAINTENANCE NEEDS	\$72.66
			Invoice Total:	\$57.92
			Invoice Total:	\$6.64
			Invoice Total:	\$1.63
			Warrant Total:	\$1.63
			Warrant Date: 10/4/2021	\$249.94
			Warrant #: 24347	
			Total for	KEL-CEE ACE HARDWARE
				\$249.94

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

LAWRENCE COMPANY
UNEMPLOYMENT SERVICES
PO BOX 871688
VANCOUVER, WA 98687

Account	PO No.	Invoice	Description	Amount
100.2521.0389.708.000.000.00	220277	I:14724 10/01-12/31	Unemployment Svcs Qtrly billing for 10/1/21-12/31/21	\$300.00
Invoice Total:				\$300.00
Warrant #: 24386 Warrant Date: 10/18/2021				\$300.00

Total for LAWRENCE COMPANY

\$300.00

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

LEHNE FARMS
512 BIG BEND ROAD
ROSEBURG, OR 97471

Account	PO No.	Invoice	Description	Amount
298.3100.0410.616.000.000.00	220256	INVOICE 0506-27	Farm Fresh Produce	\$873.28
			Invoice Total:	\$873.28
		Warrant #: 24348	Warrant Date: 10/4/2021	Warrant Total: \$873.28

Total for LEHNE FARMS

\$873.28

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

LEO'S LANDSCAPE MAINTENANCE
2350 ARTHUR DRIVE
REEDSPORT, OR 97467

Account	PO No.	Invoice	Description	Amount
100.2542.0322.616.000.000.00	220230	INVOICE 4234	FOOTBALL FIELD HEDGE TRIMMING AND HAUL DEBRIS	\$975.00
			Invoice Total:	\$975.00
		Warrant #: 24426	Warrant Date: 10/25/2021	Warrant Total: \$975.00

Total for LEO'S LANDSCAPE MAINTENANCE \$975.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

LEWIS TRANSPORTATION
SCOTT LEWIS
PO BOX 255
REEDSPORT, OR 97467

Account	PO No.	Invoice	Description	Amount
100.2552.0331.708.000.000.00	220048	INVOICE 738	OPEN PO FY 21/22 DISTRICTSCHOOL BUS SERVICES CONTRACT	\$12,482.96
100.2552.0331.708.320.000.00	220048	INVOICE 738	FY 21/22 TWICE MONTHLY BUS-SPECIAL NEEDS INCLUDES MOE	\$4,297.44
				Invoice Total: \$16,780.40
				Warrant #: 24368 Warrant Date: 10/13/2021 Warrant Total: \$16,780.40
100.2552.0331.708.000.000.00	220048	INV:745 9/27-10/30	OPEN PO FY 21/22 DISTRICTSCHOOL BUS SERVICES CONTRACT	\$12,482.96
100.2552.0331.708.320.000.00	220048	INV:745 9/27-10/30	FY 21/22 TWICE MONTHLY BUS-SPECIAL NEEDS INCLUDES MOE	\$4,297.44
100.2552.0332.708.000.000.00	220048	INV:745 9/27-10/30	FY 21/22 ACTIVITIES BUS SERVICES DURING SCHOOL YEAR	\$5,677.71
				Invoice Total: \$22,458.11
100.2552.0331.708.320.000.00	220048	INVOICE 743	FY 21/22 TWICE MONTHLY BUS-SPECIAL NEEDS INCLUDES MOE	\$8,599.91
				Invoice Total: \$8,599.91
				Warrant #: 24427 Warrant Date: 10/25/2021 Warrant Total: \$31,058.02
Total for LEWIS TRANSPORTATION				\$47,838.42

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

LIGHTHOUSE ELECTRICAL CONTRACTORS INC
1339 RHODODENDRON DRIVE
FLORENCE, OR 97439

Account	PO No.	Invoice	Description	Amount
215.2662.0389.708.000.022.00	220250	INVOICE 6143	Change Breakers for copiers	\$298.22
			Invoice Total:	\$298.22
		Warrant #: 24349	Warrant Date: 10/4/2021	Warrant Total: \$298.22

Total for LIGHTHOUSE ELECTRICAL CONTRACTORS INC \$298.22

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

LOWER UMPQUA PARKS & RECREATION
PO BOX 640
REEDSPORT, OR 97467

Account	PO No.	Invoice	Description	Amount
100.1111.0310.146.000.000.00	220278	INVOICE 782021	August & September 2021 Highland School Swim Program	\$2,655.64
Invoice Total:				\$2,655.64
Warrant #: 24387 Warrant Date: 10/18/2021 Warrant Total:				\$2,655.64

Total for LOWER UMPQUA PARKS & RECREATION \$2,655.64

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

MCKAY'S MARKETS
226 HALL AVENUE
PO BOX 1080
COOS BAY, OR 97420-0237

Account	PO No.	Invoice	Description	Amount
298.3100.0410.616.000.000.00	220062	INVOICE 00435820	Food Services	\$58.75
			Invoice Total:	\$58.75
			Warrant Total:	\$58.75
298.3100.0410.616.000.000.00	220062	INVOICE 00435631	Food Services	\$20.80
			Invoice Total:	\$20.80
			Warrant Total:	\$20.80

Total for MCKAY'S MARKETS

\$79.55

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

MICHELLE PHELPS
PO BOX 1091
WINCHESTER BAY, OR 97467

Account	PO No.	Invoice	Description	Amount
100.1132.0410.616.239.000.00	220235	2020 GOLF REFUND	REFUND SPORTS FEE FOR 19/20 GOLF. T. PHELPS	\$80.00
Invoice Total:				\$80.00
Warrant #: 24350 Warrant Date: 10/4/2021				\$80.00
Warrant Total:				\$80.00

Total for MICHELLE PHELPS \$80.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

MONOPRICE, INC.
PO BOX 740417
LOS ANGELES, CA 90074-0417

Account	PO No.	Invoice	Description	Amount
215.2662.0480.708.000.022.00	220105	INVOICE 21989472	BLANKET PO FOR ESSER II FUNDS	\$102.05
Invoice Total:				\$102.05
Warrant #: 24351				
Warrant Date: 10/4/2021				
Warrant Total:				\$102.05

Total for MONOPRICE, INC. \$102.05

Amount Allowed _____

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

NATIONAL FOOD GROUP INC
46820 MAGELLAN DRIVE STE A
NOVI, MI 48377-2454

Account	PO No.	Invoice	Description	Amount
298.3100.0410.616.000.000.00	220216	INVOICE IN0866135	Dried Snacks for Food Service	\$2,384.38
298.3100.0410.146.000.000.00	220216	INVOICE IN0866135	Dried Snacks for Food Service	\$2,384.37
298.3100.0410.616.000.000.00	220216	CREDIT CM0913621	Dried Snacks for Food Service	\$4,768.75
298.3100.0410.146.000.000.00	220216	CREDIT CM0913621	Dried Snacks for Food Service	(\$33.88)
Invoice Total:				(\$33.87)
Invoice Total:				(\$67.75)
Warrant Total:				\$4,701.00

Warrant #: 24370 Warrant Date: 10/13/2021

Total for NATIONAL FOOD GROUP INC \$4,701.00

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

OMLID & SWINNEY
FIRE PROTECTION/SECURITY
PO BOX 412007
BOSTON, MA 02241-2007

Account	PO No.	Invoice	Description	Amount
100.2542.0322.616.000.000.00	220163	INVOICE EU038961	Quote-Backflow Inspections	\$240.00
Invoice Total:				\$240.00
Warrant #: 24428 Warrant Date: 10/25/2021				\$240.00

Total for OMLID & SWINNEY

\$240.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

OR CAREER INFO. SYSTEM (CIS)
BRIAN ROWE/MIKE RUELL
1244 UNIVERSITY OF OREGON
EUGENE, OR 97403-1244

Account	PO No.	Invoice	Description	Amount
100.1131.0470.616.050.000.00	220282	INVOICE210920-87-RSD	OR CAREER INFORMATION SYSTEM 21-22	\$516.00
100.1121.0470.616.050.000.00	220282	INVOICE210920-87-RSD	OR CAREER INFORMATION SYSTEM 21-22	\$516.00
Invoice Total:				\$1,032.00
Warrant Total:				\$1,032.00

Warrant #: 24389

Warrant Date: 10/18/2021

Total for OR CAREER INFO. SYSTEM (CIS) \$1,032.00

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

OR GOVERNMENT ETHICS COMMISSION
%CASHIER
155 COTTAGE ST NE
SALEM, OR 97301-3963

Account	PO No.	Invoice	Description	Amount
100.2310.0640.708.000.000.00	220294	INVOICE AIE14411	Annual billing 07/01/21-06/30/22	\$658.59
Invoice Total:				\$658.59
Warrant #: 24429 Warrant Date: 10/25/2021				\$658.59
Warrant Total:				\$658.59

Total for OR GOVERNMENT ETHICS COMMISSION \$658.59

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

OR SMALL SCHOOLS ASSOCIATION
707 13TH STREET, SUITE 100
SALEM, OR 97301

Account	PO No.	Invoice	Description	Amount
100.2321.0640.708.000.000.00	220279	INVOICE 460	Membership fee for 2021-2022	\$686.00
Invoice Total:				\$686.00
Warrant #: 24390				
Warrant Date: 10/18/2021				
Warrant Total:				\$686.00

Total for OR SMALL SCHOOLS ASSOCIATION \$686.00

Amount Allowed _____
This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

OREGON LIONS SIGHT/HEARING FOUNDATION
1010 NW 22ND AVE #144
PORTLAND, OR 97210

Account	PO No.	Invoice	Description	Amount
100.2410.0389.146.000.000.00	220261	INVOICE 8638	Student Vision Screenings	\$678.40
Invoice Total:				\$678.40
Warrant #: 24371 Warrant Date: 10/13/2021				
Warrant Total:				\$678.40

Total for OREGON LIONS SIGHT/HEARING FOUNDATION \$678.40

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

PACIFIC OFFICE -POSTAGE
PO BOX 41602
PHILADELPHIA, PA 19101-1602

Account	PO No.	Invoice	Description	Amount
100.2574.0323.708.000.000.00	220106	I:73882848 9/1-10/14	Postage Machine-DO	\$228.44
Invoice Total:				\$228.44
Warrant #: 24352 Warrant Date: 10/4/2021				\$228.44

Total for PACIFIC OFFICE -POSTAGE \$228.44

Amount Allowed _____

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

PACIFIC OFFICE AUTOMATION
ACCOUNTS RECEIVABLE
14747 NW GREENBRIER PKWY
BEAVERTON, OR 97006

Account	PO No.	Invoice	Description	Amount
100.2574.0323.616.000.000.00	220023	CREDIT CR647227	RCCS OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	(\$247.00)
100.2574.0323.616.000.000.00	220023	INVOICE 587250	RCCS OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	(\$247.00)
100.2574.0323.146.000.000.00	220023	INVOICE 581867	HES OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$3.96
100.2574.0323.146.000.000.00	220023	INVOICE 582094	HES OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$3.96
100.2574.0323.708.000.000.00	220023	INVOICE 594262	DO-OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$178.85
100.2574.0323.616.000.000.00	220023	INVOICE 640586	RCCS OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$178.85
100.2574.0323.146.000.000.00	220023	INVOICE 640592	HES OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$31.36
100.2574.0323.146.000.000.00	220023	INVOICE 640593	HES OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$46.37
100.2574.0323.708.000.000.00	220023	INVOICE 640915	DO-OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$46.37
100.2574.0323.146.000.000.00	220023	INVOICE 640916	HES OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$125.48
100.2574.0323.616.000.000.00	220023	INVOICE 640917	RCCS OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$200.86
			InvoiceTotal:	\$200.86
			InvoiceTotal:	\$162.93
			InvoiceTotal:	\$137.49
			InvoiceTotal:	\$137.49

Reedsport School District

Warrant Vouchers

PACIFIC OFFICE AUTOMATION
ACCOUNTS RECEIVABLE
14747 NW GREENBRIER PKWY
BEAVERTON, OR 97006

Account	PO No.	Invoice	Description	Amount
100.2574.0323.616.000.000.00	220023	INVOICE 640918	RCCS OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$213.41
			Invoice Total:	\$213.41
100.2574.0323.616.000.000.00	220023	INVOICE 652075	RCCS OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$105.00
			Invoice Total:	\$105.00
100.2574.0323.616.000.000.00	220023	INVOICE 640533	RCCS OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$0.49
			Invoice Total:	\$0.49
		Warrant #: 24353	Warrant Date: 10/4/2021	
100.2574.0323.616.000.000.00	220023	INVOICE 651389	RCCS OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$169.99
			Invoice Total:	\$169.99
		Warrant #: 24391	Warrant Date: 10/18/2021	
100.2574.0323.708.000.000.00	220023	INVOICE 704119	DO-OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$86.33
			Invoice Total:	\$86.33
100.2574.0323.146.000.000.00	220023	INVOICE 704120 HES	HES OPEN PO FY 21/22 MONTHLY COPIER FEES/MAINTENANCE	\$131.02
			Invoice Total:	\$131.02
		Warrant #: 24430	Warrant Date: 10/25/2021	
			Warrant Total:	\$217.35

Reedsport School District

Warrant Vouchers

Total for PACIFIC OFFICE AUTOMATION \$1,601.00

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

QUILL CORPORATION
ACCT #346490/5007204
PO BOX 37600
PHILADELPHIA, PA 19101-0600

Account	PO No.	Invoice	Description	Amount
215.2662.0480.616.000.022.00	220189	INVOICE 19550091	Handset Lifter Model # GN1000RHL	\$247.96
100.1250.0410.146.320.000.00	220206	INVOICE 19575370	SPED Supplies	\$247.96
100.2321.0410.708.000.000.00	220206	INVOICE 19575370	District Office Supplies	\$87.16
215.2662.0410.708.000.000.00	220275	INVOICE 19236212	GN1000 Remote handset lifter	\$134.45
215.2662.0480.146.000.022.00	220258	INVOICE 19860380	Ubiquiti™ Networks™ 48 VDC 24 W Power over Ethernet Injector	\$221.61
215.2662.0480.146.000.022.00	220258	INVOICE 19860380	EnGenius EPA5006GP Single Port Gigabit Power-Over-Ethernet Splitter Adapter	\$61.99
Invoice Total:				\$61.99
Invoice Total:				\$173.40
Invoice Total:				\$172.45
Warrant Total:				\$345.85
Warrant Total:				\$877.41

Warrant #: Not Printed

Total for QUILL CORPORATION

\$877.41

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

REGENTS OF THE UNIVERSITY OF MINNESOTA
NW5960
PO BOX 1450
MINNEAPOLIS, MN 55485-5960

Account	PO No.	Invoice	Description	Amount
215.1131.0342.616.000.022.00	220219	INVOICE 0290059352	REGISTRATION FOR J. UHLING FOR CHECK AND CONNECT	\$295.00
Invoice Total:				\$295.00
Warrant #: 24354 Warrant Date: 10/4/2021				\$295.00

Total for REGENTS OF THE UNIVERSITY OF MINNESOTA \$295.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

RIDDELL/ALL AMERICAN SPORTS CORP
PO BOX 71914
CHICAGO, IL 60694-1914

Account	PO No.	Invoice	Description	Amount
100.1132.0322.616.230.000.00	220229	INVOICE 951440077	RECERTIFICATION OF HELMETS	\$351.41
Invoice Total:				\$351.41
Warrant #: 24355				
Warrant Date: 10/4/2021				
Warrant Total:				\$351.41

Total for RIDDELL/ALL AMERICAN SPORTS CORP \$351.41

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

ROBERT LLOYD SHEET METAL, INC.
4485 INDEPENDENCE HWY
INDEPENDENCE, OR 97351

Account	PO No.	Invoice	Description	Amount
215.2542.0322.708.000.022.00	220259	INVOICE 8981	Refinished Controller, Labor & CAT Tax	\$1,206.84
Invoice Total:				\$1,206.84
Warrant #: 24392 Warrant Date: 10/18/2021				\$1,206.84
Warrant Total:				\$1,206.84

Total for ROBERT LLOYD SHEET METAL, INC. \$1,206.84

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

ROTARY CLUB OF REEDSPORT, OR
PO BOX 91
REEDSPORT, OR 97467

Account	PO No.	Invoice	Description	Amount
100.2321.0640.708.000.000.00	220213	INVOICE 06192021	2nd Qtr Dues	\$100.00
Invoice Total:				\$100.00
Warrant #: 24393				
Warrant Date: 10/18/2021				
Warrant Total:				\$100.00

Total for ROTARY CLUB OF REEDSPORT, OR \$100.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

SCHOOL FIX CATALOG-DECKER EQUIPMENT INC
PO BOX 176
VASSAR, MI 487768

Account	PO No.	Invoice	Description	Amount
215.1111.0410.146.000.022.00	220170	ORDER 399151A	Single Belt Barricade system-HES	\$1,521.59
Invoice Total:				\$1,521.59
Warrant #: 24394 Warrant Date: 10/18/2021				\$1,521.59

Total for SCHOOL FIX CATALOG-DECKER EQUIPMENT INC \$1,521.59

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

SEAS EDUCATION INC
PO BOX 265
LOWELL, AR 72745

Account	PO No.	Invoice	Description	Amount
100.2662.0389.708.000.000.00	220270	INVOICE 2644019	S.I.S. Interface Annual Maintenance Fee - Alma to SEAS 09/01/21 - 08/31/22	\$1,000.00
Invoice Total:				\$1,000.00
Warrant #: 24395 Warrant Date: 10/18/2021				Warrant Total: \$1,000.00

Total for SEAS EDUCATION INC

\$1,000.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

SECRETARY OF STATE
CORPORATION DIVISION
255 CAPITOL ST NE, SUITE 151
SALEM, OR 97310-1327

Account	PO No.	Invoice	Description	Amount
100.2410.0640.616.000.000.00	220283	REG#63009790 2021	2021 ANNUAL REPORT STATE OF OREGON	\$50.00
Invoice Total:				\$50.00
Warrant #: 24396 Warrant Date: 10/18/2021				\$50.00
Warrant Total:				\$50.00

Total for SECRETARY OF STATE

\$50.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

SOCC/SOUTHERN OR COMM COLLEGE
FIRST STOP
1988 NEWMARK
COOS BAY, OR 97420-7000

Account	PO No.	Invoice	Description	Amount
750.1131.0374.616.050.241.00	220240	ID:1011010 A.ROHDE	DUNES COMMUNITY HEALTH SCHOLARSHIP-AUBREE ROHDE ID#1011010	\$2,000.00
750.1131.0374.616.050.241.00	220239	ID:1011002 R.DEXTER	SCHOLARSHIP - DUNES COMMUNITY HEALTH-RANDI DEXTER ID: 1011002	\$2,000.00
			Invoice Total:	\$2,000.00
			Warrant #: 24356	
			Warrant Date: 10/4/2021	
			Invoice Total:	\$2,000.00
			Warrant Total:	\$4,000.00

Total for SOCC/SOUTHERN OR COMM COLLEGE \$4,000.00

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

SOUTHERN OREGON SANITATION, INC.
PO BOX 6000
GRANTS PASS, OR 97527-1000

Account	PO No.	Invoice	Description	Amount
100.2542.0328.616.000.000.00	220098	ACCT01-74579 3 9/21	OPEN PO FOR RCCS FOR GARBAGE SERVICE	\$432.00
100.2542.0328.708.000.000.00	220098	ACCT01-74582 7 9/21	OPEN PO FOR DO FOR GARBAGE SERVICE	\$432.00
100.2542.0328.146.000.000.00	220098	ACCT01-74294 9 9/21	OPEN PO FOR HES FOR GARBAGE SERVICE	\$196.52
			Invoice Total:	\$196.52
			Invoice Total:	\$191.61
			Invoice Total:	\$191.61
			Warrant Total:	\$820.13

Warrant #: 24357

Warrant Date: 10/4/2021

Total for SOUTHERN OREGON SANITATION, INC.

\$820.13

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

STAGEDROP LLC
706 CHALLENGER WAY
FORKED RIVER, NJ 08731

Account	PO No.	Invoice	Description	Amount
215.1131.0410.616.000.022.00	220217	INVOICE 122414	PO 210740 IN 20/21 - RECREATING IN 21/22	\$10,270.61
Invoice Total:				\$10,270.61
Warrant #: 24431 Warrant Date: 10/25/2021				\$10,270.61

Total for STAGEDROP LLC \$10,270.61

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

SWO VOLLEYBALL OFFICIALS ASSN
ATTN: CARI PICKETT
1178 IDAHO AVE
COOS BAY, OR 97420

Account	PO No.	Invoice	Description	Amount
100.1132.0389.616.234.000.00	220276	2021 GAME FEE	VOLLEYBALL OFFICIALS 21-22	\$2,011.50
Invoice Total:				\$2,011.50
Warrant #: 24397 Warrant Date: 10/18/2021				\$2,011.50

Total for SWO VOLLEYBALL OFFICIALS ASSN \$2,011.50

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Warrant Vouchers

Account	PO No.	Invoice	Description	Amount
298.3100.0410.616.000.000.00	220030	INVOICE 452143708	RCCS- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$1,229.39
298.3100.0410.146.000.000.00	220030	INVOICE 452143707	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$1,229.39
298.3100.0410.146.000.000.00	220030	CREDIT 452156232	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$3,799.98
298.3100.0410.616.000.000.00	220030	CREDIT 452156235	RCCS- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$3,799.98
298.3100.0410.616.000.000.00	220030	INVOICE 452159537	RCCS- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	(\$51.50)
298.3100.0410.616.000.000.00	220030	INVOICE 452164791	RCCS- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	(\$54.98)
298.3100.0410.146.000.000.00	220030	INVOICE 452164887	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$55.38
298.3100.0410.146.000.000.00	220030	INVOICE 452171874	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$166.80
298.3100.0410.616.000.000.00	220030	CREDIT 452181119	RCCS- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$3,096.07
298.3100.0410.616.000.000.00	220030	INVOICE 452171873	RCCS- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$3,096.07
298.3100.0410.146.000.000.00	220030	INVOICE 452183632	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	(\$21.34)
298.3100.0410.146.000.000.00	220030	INVOICE 452183632	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	(\$21.34)
298.3100.0410.146.000.000.00	220030	INVOICE 452183632	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$1,467.98
298.3100.0410.146.000.000.00	220030	INVOICE 452183632	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$2,724.88
298.3100.0410.146.000.000.00	220030	INVOICE 452183632	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$2,724.88

Reedsport School District

Warrant Vouchers

SYSO PORTLAND, INC
PO BOX 2210
WILSONVILLE, OR 97070-2210

Account	PO No.	Invoice	Description	Amount
298.3100.0410.146.000.000.00	220030	CREDIT 452189901	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	(\$24.00)
298.3100.0410.146.000.000.00	220030	INVOICE 452191697	HES- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	(\$24.00)
			Invoice Total:	\$213.70
298.3100.0410.616.000.000.00	220030	INVOICE 452183630	RCCS- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$213.70
			Invoice Total:	\$771.45
298.3100.0410.616.000.000.00	220030	INVOICE 452185237	RCCS- FOOD SERVICE ORDRING FOOD PRODUCTS WEEKLY	\$771.45
			Invoice Total:	\$21.18
			Warrant Total:	\$14,832.68

Warrant #: Not Printed

Total for SYSO PORTLAND, INC

\$14,832.68

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

THE SHIPPIN' SHACK LLC
625 HWY 101
FLORENCE , OR 97439

Account	PO No.	Invoice	Description	Amount
100.1121.0410.616.050.000.00	220147	INVOICE 9216	NOTE PADS FOR S. MCDUFFY	\$45.00
100.1131.0410.616.050.000.00	220147	INVOICE 9216	NOTE PADS FOR S. MCDUFFY	\$45.00
Invoice Total:				\$90.00
Warrant #: 24358				
Warrant Date: 10/4/2021				
Warrant Total:				\$90.00

Total for THE SHIPPIN' SHACK LLC

\$90.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

TREETOP PUBLISHING
450 S 92ND STREET
MILWAUKEE, WI 53214

Account	PO No.	Invoice	Description	Amount
215.1131.0410.616.000.022.00	220211	INVOICE 666597	PUZZLES, BOOKS, ETC FROM BAREBOOKS	\$491.59
Invoice Total:				\$491.59
Warrant Total:				\$491.59

Warrant #: 24372

Warrant Date: 10/13/2021

Total for TREETOP PUBLISHING

\$491.59

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

TYLER TECHNOLOGIES, INC
PO BOX 203556
DALLAS, TX 75320-3556

Account	PO No.	Invoice	Description	Amount
100.2662.0470.708.000.000.00	220021	INVOICE 045-354053	Tyler Software and services	\$1,260.00
			Invoice Total:	\$1,260.00
100.2662.0470.708.000.000.00	220021	INVOICE 045-356570	Tyler Software and services	\$840.00
			Invoice Total:	\$840.00
			Warrant Total:	\$2,100.00

Warrant #: 24398 Warrant Date: 10/18/2021

Total for TYLER TECHNOLOGIES, INC \$2,100.00

Amount Allowed

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Reedsport School District

Warrant Vouchers

UMPQUA BANK VISA
PO BOX 790408
ST LOUIS, MO 63179-0408

Account	PO No.	Invoice	Description	Amount
100.2321.0410.708.000.000.00	220152	0669 220152	Meet and Greet Supplies	\$185.83
100.2321.0410.708.000.000.00	220177	0669 220177	Walmart Receipt/Lunch supplies-Inservic	\$185.83
100.2321.0410.708.000.000.00	220153	0669 220153	Lunch-Inservic all staff	\$107.22
100.2321.0410.708.000.000.00	220152	0669 220152 OCT	Meet and Greet Supplies	\$385.13
			Invoice Total:	\$385.13
			Invoice Total:	\$25.00
			Invoice Total:	\$25.00
			Warrant Total:	\$703.18

Warrant #: Not Printed

Total for UMPQUA BANK VISA

\$703.18

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

UMPQUA DAIRY PRODUCTS CO INC
333 SE SYKES
PO BOX 1306
ROSEBURG, OR 97470

Account	PO No.	Invoice	Description	Amount
298.3100.0410.146.000.000.00	220027	INVOICE 5041269700	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$342.15
298.3100.0410.616.000.000.00	220027	INVOICE 504127100	RCCS- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$342.15
298.3100.0410.616.000.000.00	220027	INVOICE 504127400	RCCS- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$95.12
298.3100.0410.146.000.000.00	220027	INVOICE 504127800	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$95.12
298.3100.0410.616.000.000.00	220027	INVOICE 504127801	RCCS- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$134.71
298.3100.0410.616.000.000.00	220027	INVOICE 504128101	RCCS- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$134.71
298.3100.0410.616.000.000.00	220027	INVOICE 504128501	RCCS- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$571.98
298.3100.0410.616.000.000.00	220027	INVOICE 504128801	RCCS- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$525.88
298.3100.0410.146.000.000.00	220027	INVOICE 504128100	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$525.88
298.3100.0410.146.000.000.00	220027	INVOICE 504128500	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$59.00
298.3100.0410.146.000.000.00	220027	INVOICE 504128800	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$59.00
298.3100.0410.146.000.000.00	220027	INVOICE 504128100	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$584.88
298.3100.0410.146.000.000.00	220027	INVOICE 504128500	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$147.69
298.3100.0410.146.000.000.00	220027	INVOICE 504128800	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$147.69
298.3100.0410.146.000.000.00	220027	INVOICE 504128100	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$59.00
298.3100.0410.146.000.000.00	220027	INVOICE 504128500	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$185.55
298.3100.0410.146.000.000.00	220027	INVOICE 504128800	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$185.55
298.3100.0410.146.000.000.00	220027	INVOICE 504128100	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$150.72
298.3100.0410.146.000.000.00	220027	INVOICE 504128500	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$150.72
298.3100.0410.146.000.000.00	220027	INVOICE 504128800	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$553.06
298.3100.0410.146.000.000.00	220027	INVOICE 504128100	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$553.06

Warrant Vouchers

Account	PO No.	Invoice	Description	Amount
298.3100.0410.146.000.000.00	220027	INVOICE 504128800	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$169.80
			InvoiceTotal:	\$169.80
			Warrant Date: 10/18/2021	
			Warrant Total:	\$1,265.82
298.3100.0410.146.000.000.00	220027	INVOICE 504129200	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$444.90
			InvoiceTotal:	\$444.90
			Warrant Total:	\$118.83
298.3100.0410.616.000.000.00	220027	INVOICE 504129201	RCCS- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$118.83
			InvoiceTotal:	\$118.83
			Warrant Total:	\$172.60
298.3100.0410.146.000.000.00	220027	INVOICE 504129500	HES- FOOD SERVICE ORDDING DAIRY PRODUCTS WEEKLY	\$172.60
			InvoiceTotal:	\$172.60
			Warrant Date: 10/25/2021	
			Warrant Total:	\$736.33

\$3,159.01

Amount Allowed

Reedsport School District

Warrant Vouchers

US BANK CREDIT CARDS
CORPORATE PAYMENT SYSTEMS
PO BOX 790428
ST LOUIS, MO 63179

Account	PO No.	Invoice	Description	Amount
100.1132.0410.616.239.000.00	220081	9259 220081	2021/2022 OPEN PO FOR ROSES FOR SENIOR NIGHT FOR ALL SPORTS FOR THE YEAR	\$19.98
100.1132.0640.616.233.000.00	220199	9259 220199	2021 UMPQUA INVITE AT ROSEBURG - NTE	InvoiceTotal: \$19.98
215.1111.0410.146.000.022.00	220247	2448 220247	Zaita Books	\$93.28
100.2410.0640.146.000.000.00	220269	9176 220269	COSA Membership	InvoiceTotal: \$93.28
299.1132.0410.617.250.054.00	220202	8367 220202	CONCESSION ITEMS FROM CASH AND CARRY	\$156.00
100.1132.0410.616.239.000.00	220252	8367 220252	WATER FOR OFFICIALS - 3 CASES NTE	InvoiceTotal: \$156.00
215.1131.0410.616.000.022.00	220236	8367 220236	DEPARTMENTAL SCHOLAR AWARDS	\$595.00
				InvoiceTotal: \$27.68
				\$27.68
				\$19.17
				InvoiceTotal: \$19.17
				\$218.95
				InvoiceTotal: \$218.95
				Warrant Total: \$1,130.06

Warrant #: Not Printed

Total for US BANK CREDIT CARDS

\$1,130.06

Amount Allowed

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Reedsport School District

Warrant Vouchers

VEND WEST SERVICES INC
1175 S 7TH STREET
PO BOX 1137
COOS BAY, OR 97420

Account	PO No.	Invoice	Description	Amount
238.2210.0410.146.000.000.00	220020	INVOICE 002715727	OPEN PO for water from Vend West	\$16.20
100.2321.0410.708.000.000.00	220070	INVOICE 002715889	DO BOTTLED WATER FY 2021-2022	\$16.20
			InvoiceTotal:	\$20.95
			Warrant #: 24360	
			Warrant Date: 10/4/2021	
100.2321.0410.708.000.000.00	220070	INVOICE 002753720	DO BOTTLED WATER FY 2021-2022	\$8.85
238.2210.0410.146.000.000.00	220020	INVOICE 002753558	OPEN PO for water from Vend West	\$16.20
			InvoiceTotal:	\$16.20
			Warrant #: 24400	
			Warrant Date: 10/18/2021	
			Warrant Total:	\$25.05

Total for VEND WEST SERVICES INC

\$62.20

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

VERIZON WIRELESS
1 VERIZON WAY
BASKING RIDGE, NJ 07920-1097

Account	P.O. No.	Invoice	Description	Amount
215.2662.0350.708.000.022.00	220253	ACCT000002 8/24-9/23	Verizon monthly charge for hotspots	\$499.10
215.2662.0350.708.000.022.00	220253	ACCT000001 8/24-9/23	ADDITIONAL PORTABLE HOT SPOTS	\$499.10
215.2662.0350.708.000.022.00	220253	ACCT000003 8/24-9/23	Verizon portable hot spots	\$171.50
			Invoice Total:	\$171.50
			Invoice Total:	\$17.15
			Warrant Total:	\$687.75

Warrant #: Not Printed

Total for VERIZON WIRELESS

\$687.75

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

VOYAGER SOPRIS LEARNING
PO BOX 844615
BOSTON, MA 02284-4615

Account	PO No.	Invoice	Description	Amount
216.1272.0410.146.000.000.00	220231	INVOICE 4323797	Acadience	\$495.00
Invoice Total:				\$495.00
Warrant #: 24374 Warrant Date: 10/13/2021				\$495.00
Warrant Total:				\$495.00

Total for VOYAGER SOPRIS LEARNING

\$495.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

WALDO INSURANCE INC
378 W IDAHO AVE
ONTARIO, OR 97914

Account	PO No.	Invoice	Description	Amount
100.0000.8108.000.000.000.00	220260	INVOICE 407916	Consulting Fee 10/1/21-10/1/22	\$7,236.00
Invoice Total:				\$7,236.00
Warrant #: 24401 Warrant Date: 10/18/2021				
Warrant Total:				\$7,236.00

Total for WALDO INSURANCE INC \$7,236.00

This claim has been legally examined, allowed and ordered paid by the Reedsport School District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

WARDS SCIENCE
PO BOX 644312
PITTSBURGH , PA 15264-4312

Account	PO No.	Invoice	Description	Amount
215.1131.0410.616.000.022.00	220244	INVOICE 8806339753	SUPPLIES FOR FRAKES CLASS	\$1,596.00
		Invoice Total:		\$1,596.00
215.1131.0410.616.000.022.00	220244	INVOICE 8806347622	SUPPLIES FOR FRAKES CLASS	\$72.14
		Invoice Total:		\$72.14
		Warrant #: 24433 Warrant Date: 10/25/2021		\$1,668.14
		Warrant Total:		\$1,668.14

Total for WARDS SCIENCE \$1,668.14

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

WELLNESS TOGETHER
5701 LONETREE BLVD, SUITE 210
ROCKLIN, CA 95765

Account	PO No.	Invoice	Description	Amount
215.1131.0342.616.000.022.00	220200	INVOICE 1844584829	STUDENT MENTAL WELLNESS CONFERENCE FOR CHARISSA HIXENBAUGH AND JOELLE FROST	\$339.22
			Invoice Total:	\$339.22
215.1131.0342.616.000.022.00	220200	INVOICE 1844591241	STUDENT MENTAL WELLNESS CONFERENCE FOR CHARISSA HIXENBAUGH AND JOELLE FROST	\$339.22
			Invoice Total:	\$339.22
			Warrant Total:	\$678.44

Warrant #: 24402 Warrant Date: 10/18/2021

Total for WELLNESS TOGETHER

\$678.44

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

WELLS FARGO BANK N.A.
WF 8113
PO BOX 1450
MINNEAPOLIS, MN 55485-8113

Account	PO No.	Invoice	Description	Amount
315.5110.0640.708.000.000.00	220313	INVOICE 2019783	Trustee Fee for OSBA PERS Pension Bonds, Series 2002	\$1,600.00
Warrant #: 24443				Invoice Total: \$1,600.00
Warrant Date: 10/26/2021				Warrant Total: \$1,600.00

Total for WELLS FARGO BANK N.A.

\$1,600.00

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

WESTERN EXTERMINATOR COMPANY
PO BOX 872830
VANCOUVER, WA 98687

Account	PO No.	Invoice	Description	Amount
100.2542.0322.146.000.000.00	220053	INVOICE 8953254	HES OPEN PO FOR FY 21/22 BILLED MONTHLY PEST CONTROL	\$70.15
100.2542.0322.616.000.000.00	220053	INVOICE 8953256	RCCS OPEN PO FOR FY 21/22 BILLED MONTHLY PEST CONTROL	\$70.15
			Invoice Total:	\$70.15
			Warrant #: 24361	
			Warrant Date: 10/4/2021	
100.2542.0322.616.000.000.00	220053	INVOICE 9146027	RCCS OPEN PO FOR FY 21/22 BILLED MONTHLY PEST CONTROL	\$70.15
			Invoice Total:	\$70.15
			Warrant #: 24434	
			Warrant Date: 10/25/2021	
100.2542.0322.616.000.000.00	220053	INVOICE 8654910	RCCS OPEN PO FOR FY 21/22 BILLED MONTHLY PEST CONTROL	\$70.15
			Invoice Total:	\$70.15
			Warrant Total:	\$140.30

Total for WESTERN EXTERMINATOR COMPANY

\$280.60

This claim has been legally examined, allowed
and ordered paid by the Reedsport School
District Board of Commissioners.

Amount Allowed

Reedsport School District

Warrant Vouchers

Grand Total: \$692,158.09

End of Report



Reedsport School District 105

REGULAR BOARD MEETING

MINUTES

October 13, 2021, 6:30 p.m.

Reedsport District Office Board Room

Anyone attending in person will need to wear a mask

Link to virtual meeting is posted on website

at www.reedsport.k12.or.us.

I. CALL TO ORDER

A. Chairman called the meeting to order at 6:42 pm – delay due to technical issues

II. ESTABLISH A QUORUM

A. Quorum established with three board members in person and one virtual

III. PLEDGE OF ALLEGIANCE

IV. ACTION

A. Board Member Application

1. Carrie Oldright – applicant

B. Board Member Interviews

1. Question for Carrie: What are your reasons for wanting to serve on the board.

a. Involved in community, most recently the Main St. program

b. Family ties to the area and committed to serving the community

i. Lived here 15 years

ii. Has children in Highland Elementary

iii. Local business owner

2. Question from Carrie to the board: The board use to have seven seats but has gone down to five seats and only had four seats filled so far this year. How is the board functioning with four or five seats as opposed to seven?

a. It is hard to get participation from the community. It is a big commitment for a volunteer.

b. If board members are absent it is hard to establish a quorum or have a vote

c. Five seems to be a good number to have a mix of experience and opinion

C. Board Member Appointment

1. Vote to appoint Carrie Oldright to the Reedsport School Board was made with 4 – Yes / 0 – No.

2. Carrie Oldright has been approved to fill the fifth seat on the Reedsport School Board to serve a term of 4 years.

D. Sworn in/Oath of Office

1. Chairperson administered the Oath of Office to the appointee
2. Carrie Oldright took her position on the board to make a total of five board members present for this meeting.

V. CHANGES TO THE AGENDA

- A. No changes to the agenda.
- B. Motion to accept agenda was made by Bonnie Booher and Seconded by Carrie Oldright.
The vote: 5 – Yes / 0 – No. Motion carried.

VI. ACCOLADES

- A. Superintendent Awards – previously recorded video of award presentations was presented.
 1. HES – Student: Lirah Ford / Teacher: Cristina Bettsworth
 2. HES – Student: Hagun Lee / Teacher: Connie Coffman
 3. RCCS – Student: Denise Marriquin-Contreras / Teacher: Tara Adams
 4. RCCS – Student: Myles Morgan / Teacher: Karen Plagmann
- B. Board comments: Great presentation. Big thank you Jon Zwemke and Tom Capps for making that happen. It's been a while since we could do things like that and it is good to be able to acknowledge our students.

VII. COMMUNITY COMMENTS

Individuals may address the Board on agenda items. Please let the Board Chair know which item you wish to address. You are limited to no more than three (3) minutes. You may address the Board on a topic not on the agenda as long as it does not pertain to a complaint against a staff member. However, the Board reserves the right to refer the matter to the administration.

Public Comment Rules for virtual meetings: Anyone wishing to provide public comment or testimony may submit their comment/testimony in written form or email to the Board Secretary. Comment and testimony received by 3:00 PM on the day of the meeting will be included in the meeting. Any comment/testimony received after 3:00 PM and through the duration of the meeting will be added to the minutes but will not be included during the meeting. Comment and testimony received after the meeting concludes will be saved for the next regularly scheduled board meeting. Submit Comments to: Reedsport School District email: stipton@reedsport.k12.or.us or mail to: 100 Ranch Road Reedsport, OR 97467

VIII. REPORTS

- A. RCCS Administrator – Jerry Uhling
 1. Since our last meeting we have been very busy with SAT testing, blood drive, “Wear pink in October” for breast cancer awareness, picture retakes and the Brave newsletter that is going really great so far. Senior parents planned Senior Sunrise and a dance at The Blue Box.
 2. The new parent portal is up and running which means parents can get their students grades online. Parents are using it and so far, the office has not heard any complaints.
 3. Teachers and staff have kept the students busy with field trips, a job fair, a collage fair, and a FAFSA night to give senior families information about college financing that was well attended which indicates many of our students are interested in college. We were able to have some Homecoming activities this year such as an assembly and we have

been able to restart student debate.

4. Upcoming plans include a bonfire, senior night for volleyball team, starting Check & Connect which is a mentoring program and there will be a costume contest.
5. For the staff we will have IRE training and observation to pinpoint areas where we could improve with experienced coaching.
6. Mr. Uhling would like to thank all of our staff who have dealt with a lot of changes and challenges. They have put in long hours and shown their dedication to students.
7. Special thank you to Ms. Hixenbaugh for all she does above and beyond what is asked of her.

B. RCCS Leadership Report

1. No report

C. HES Administrator – Amanda O'Brien

1. Parent portal is functioning and it is a great tool for parents
2. Grey garden Missy Watts garden manager – looks great and love being a part of it.
3. Mr. Smith student services program with ESD – utilize resources to support our staff as well as helping our staff support student's social/emotional wellbeing.
4. Students need more help this year. We have been able to put students in smaller groups because we are almost fully staffed, and that means at least our classrooms are covered.
5. Students are getting into a routine with support of staff and teachers
6. We are glad to be back in person. Remote learning is difficult for elementary students. Teachers did a lot to support families so they could work with their student at home.
7. Staff are struggling. Curriculum for more than one subject has not arrived despite being ordered in July. This creates extra work for teachers who are making copies and booklets to continue on without books.
8. Highland school will not be able to use the community pool because the pool does not have staff available. The goal is to be back in the pool the week after Thanksgiving.
9. We have 13 ppl in new positions or are new to our building. The new staff requires us to reevaluate how to anticipate and support staff needs. We are lucky to have veteran teachers who are willing to mentor the new staff.
10. We are planning a Family Engagement Evening in the next six weeks that will include a Title 1 parent meeting.
11. Federal monitoring of our programs from ODE will be onsite in mid-January.

D. Business Manager – Angie Brownson

1. Year-to-Date Activity & Forecast
2. Large financial report for you to review

E. Certified and Classified Representatives -Julee Noel

1. Association of Reedsport Educators would like to speak to the board and have input. We want to work as a team sharing information and experiences so we have some impute.
2. Specific areas of concern – mask mandates, vaccine mandates as well as a letter the board wrote to the Governor without a conversation or survey with the teachers and staff.
3. Want to be asked questions, want our opinions heard about things that affect staff and students.
4. Jon will meet with Julee this week to discuss options moving forward.

F. Maintenance Report - Michael Schoppe

1. Supply issues are affecting maintenance as well. Roof materials delayed and not projected to arrive until 2022. An electrical job is also delayed because of parts supply.
2. Grounds keeping equipment has been giving us trouble
3. We got an estimate to clear out the easement area next to the 101 that was \$7,000. No decision made yet
4. Carey Jones mentioned that Jeff Unger should be contacting Michael to discuss clearing the easement
5. To avoid shipping delays in the future, we will be ordering even earlier for the next fiscal year

G. Technology Report-Thomas Capps

1. Thanks Amanda, Tipton and Michael who have been instrumental in helping to move projects along.
2. Highland was having a problem with not having enough power so we have ordered new switches that will boost the power, but that order is out by about six months
3. We have purchased POE injectors to help support the system in the mean time
4. Attendance calls are going out as well as emails for student families
5. The collaboration between departments and buildings has been great and Tom is grateful

H. Superintendent Report – Jon Zwemke

1. Enrollment Report
 - a. Reedsport School District is now an official district wide charter k12. The board is now the School Board as well as the Charter Board. We are learning how to work as a charter district.
 - b. An advisory committee would be good to help move forward
 - i. Jon will gather a list of names from former groups and new interested parties. The committee should be a mix of staff, community and students.
 - c. We have received a waiver to not evaluate veteran staff this year. There are so many new staff that need to be evaluated and supported. There is president in Oregon. ODE approved this for this year only.
 - d. Absences and quarantine have affected staffing. People are picking up additional responsibilities that is not part of their job. We appreciate the staff's efforts as well as the community support and understanding during these difficult times
 - e. We will be discussing retention bonuses for returning staff. This shows we support and appreciate their efforts. Discussion will be brought to the board. Want to recognize staff who have been doing more and stepping up.
2. Division 22 report to community
 - a. This is an annual report the Superintendent gives to the board and community. A self-review of how the district is meeting obligations and following administrative rules.
 - b. There are 57 standards that must be met to be in compliance. We are out of compliance on 2 standards and implementing action on a third.
 - c. We have corrective action in process for Ch. 2340 to have a Teacher Level Licensed Librarian before our next review.
 - d. Ch. 2312 refers to evaluation of teachers and administrators. We not evaluate

- administrative staff last year. Steps being put in place for corrective action and redesigning calendar for evaluations and should be in compliance next year.
- e. Ch. 2410 is focused on “Every Student Belongs”. We are on a path to correct and redesign policies to meet the tenants of this chapter
 - i. Oregon School Board Association has policy that will put us in compliance with the law.
 - ii. OSBA model policy ACB is a comprehensive way to meet requirements. Jon will provide model policies for the board to review
- f. Question: What is the corrective action if a student violates ACB policy and what is the complaint procedure?
 - i. Answer: OSBA policy wants to deal with bias incidents that are brought about by a complaint procedure. These would be similar to discrimination and harassment complaint procedures.

IX. CONSENT AGENDA

Actions that are routine or usually call for no discussion, such as approving minutes of previous meetings, acceptance of donations and similar actions, are often handled together in one vote by the Board

- A. Approval of Regular Board Meeting Minutes from September 8, 2021
- B. Acceptance of Resignations/Retirements
 - 1. Kiraley Gould – Instructional Assistant
 - 2. Megan Herrera – SPED Teacher
- C. Approval of New Hires/Assignment Changes/Volunteer
 - 3. Divinity Farris – Jr. High Volleyball Coach
 - 4. Alexis Harlan – HES – Instructional Assistant
 - 5. Darian Charlo – HES – Instructional Assistant
 - 6. Tiffany Baszler – HES – Instructional Assistant
 - 7. Corbett Molle – HES – Roving Sub
 - 8. Carrie Gillen – HES – SPED Teacher
 - 9. Amber Foster – HES 1st Grade Teacher
- D. Motion to accept Consent Agenda was made by Carey Jones and seconded by Bonnie Booher. The vote: 4 – Yes / 0 – No / 1 – Absent during the vote. Motion carried.

X. ACTION

- A. Approval of the Administrator / Confidential / Supervisor / Directory / Coordinator / Specialist (A.C.S.D.C.S) agreement
 - 1. Review and approval of this agreement was tabled until the board has had time to review.

XI. DISCUSSION

- A. Upcoming Board Conferences
 - 1. October 27th – OSBA Fall Listening Sessions – 6:00 PM
 - a. Jon will set up a viewing in the board room or you can log on at home.
 - 2. November - 75th Annual OSBA Conference – CANCELLED
 - 3. December 1st - 3rd - 41st Annual COSA Law Conference – EUGENE

XII. COMMUNITY COMMENTS

Individuals may address the Board on agenda items. Please let the Board Chair know which

item you wish to address. You are limited to no more than three (3) minutes. You may address the Board on a topic not on the agenda as long as it does not pertain to a complaint against a staff member. However, the Board reserves the right to refer the matter to the administration.

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stipton@reedsport.k12.or.us or mail to: 100 Ranch Road Reedsport, OR 97467

A. No community comments

XIII. BOARD MEMBER COMMENTS

- A. Bonnie Booher – thanks staff for working through such a difficult time. It is tough to see how education has changed. Wish them the best.
- B. Eric Brandon – thanks the district for the use of the stadium for Pepiot’s service. Also, Senior parents are doing a great job trying to make this a special year.
- C. Carey Jones – thank you to community businesses for supporting our seniors and our schools

XIV. FUTURE AGENDAS

- A. November 10, 2021 @ 6:30 PM
- B. December 8, 2021 @ 6:30 PM

XV. ADJOURNMENT

8:14 pm

Next School Board Meeting: Wednesday, November 10, 2021



Reedsport School District 105

REGULAR SESSION BOARD MEETING

MINUTES

October 19, 2021, 5:30 p.m.

Reedsport District Office Board Room

I. CALL TO ORDER

A. Chair called the Regular Session to order at 5:36 PM

B. Attendance: 5 Board Members and 4 Staff in-person

II. PLEDGE OF ALLEGIANCE

III. CONFIRM AGENDA

A. Jack Daily made a motion to accept the agenda with no changes. Carey Jones seconded.

Carrie Oldridge did not vote. Vote: 4 YES / 0 NO

B. Chair called to move into Executive Session

IV. EXECUTIVE SESSION

A. Evaluation (ORS) 192.660(2)(i)

B. Negotiation of Contracts (ORS 192.660(2)(d))

V. CLOSE EXECUTIVE SESSION

A. Chair called an end to Executive Session at 6:18 PM

VI. SELECTION

A. Superintendent Contract Committee

1. Must have a signed contract by March 2022

2. Time required will be one or two meetings plus email and possibly phone communication.

B. Volunteers for the committee are Carrie Oldright and Bonnie Booher

1. Jon will send Carrie & Bonnie is current contract for them to review prior to their first meeting.

VII. ADJOURNMENT

A. Chair called an end to Regular Session at 6:22 PM

Next School Board Meeting: Wednesday, November 10, 2021

REEDSPORT SCHOOL DISTRICT #105

WORKING AGREEMENT BETWEEN

**ADMINISTRATOR/CONFIDENTIAL / SUPERVISOR /
DIRECTOR / COORDINATOR / SPECIALIST
EMPLOYEES (A.C.S.D.C.S)**

AND

REEDSPORT SCHOOL DISTRICT

2021-2022

1. Salaries/Stipends
2. Insurance Benefits
3. Paid Holidays
4. Leaves of Absence
5. Vacation Benefits
6. Comp Time

7. Public Employment Retirement System (PERS)
8. Payroll Deductions
9. Mileage/Travel
10. Workshops/TUITION
11. Professional Organizations
12. Technology

1. SALARIES/STIPENDS

Positions:

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Administrative Assistant <i>(Salary is based on 255 days)</i>	\$41,820	\$43,350	\$44,880	\$46,410	\$47,940	\$49,470	\$51,000
Executive Assistant / Board Secretary <i>(Salary is based on 255 days)</i>	\$51,106	\$52,606	\$54,106	\$55,506	\$57,106	\$58,606	\$60,106
Custodian/Maintenance Supervisor <i>(Salary is based on 260 days)</i>	\$52,128	\$53,658	\$55,188	\$56,616	\$58,248	\$59,778	\$61,308
Technology Director <i>(Salary is based on 255 days)</i>	\$61,000	\$62,403	\$63,838	\$65,307	\$66,809	\$68,345	\$69,917
Business Manager <i>(Salary is based on 260 days)</i>	\$67,320	\$69,360	\$71,400	\$73,440	\$75,480	\$77,520	\$79,560
School Psychologist <i>(Salary is based on 195 days)</i>	\$65,000	\$66,625	\$67,958	\$69,317	\$70,000	\$72,450	\$74,986
Special Education Coordinator <i>(Salary is based on 220 days)</i>	\$85,680	\$87,720	\$89,760	\$91,800	\$93,840	\$95,880	\$97,920
Elementary Principal <i>(Salary is based on 220 days)</i>	\$84,660	\$86,700	\$88,740	\$90,780	\$92,820	\$94,860	\$96,900

High School Principal <i>(Salary is based on 220 days)</i>	\$85,680	\$87,720	\$89,760	\$91,800	\$93,840	\$95,880	\$97,920
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Steps will generally indicate the years of experience in the Reedsport School District. The School Board reserves the right to negotiate higher steps with individual candidates based on consideration such as related prior experience, advanced degrees and/or certificates, and other factors deemed important to the administration of the school and/or district.

Salaries with steps and benefits will be updated and presented for our current A.C.S.D.C.S employees.

STIPENDS

- Administrators will receive a \$50/month cell phone stipend.
- Administrators will receive a \$300/month for either additional health insurance premium or tax deferred annuity contribution.
- Confidential/Supervisor/Coordinator/Specialist employees will receive \$30/Month cell phone stipend.

2. INSURANCE BENEFITS

The District contribution toward any District-offered insurance plan will follow the current HRA plan with Short Term (ST) or Long Term (LT) disability payment.

3. PAID HOLIDAYS

Employees will be paid for the following holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veteran's Day
Presidents Day	Thanksgiving Day
Memorial Day	The day following Thanksgiving Day
Independence Day (12 month employees)	Christmas Day

4. LEAVES OF ABSENCE

Sick Leave

Per state statute, each employee shall be provided one (1) sick leave day for each month he/she is scheduled to work. Sick leave days shall accumulate and unused sick leave shall be carried forward to the ensuing year.

Personal Leave

12-month employees shall be granted three (3) days of paid personal leave and 10 or 11-month employees shall be granted two (2) days of paid personal leave. Personal leave will not accrue from year to year.

Legal Leave

Employees shall receive the time necessary for appearance as a witness, on behalf of the district, in any legal proceeding connected with the employee's employment, with the school system and its students, or in any other legal proceedings, including jury duty, if the employee is required by law to attend. The employee will be required to turn over to the District any remuneration, less travel pay, given for jury duty on school days. However, such leave does not apply to an employee who initiates the suits, actions, or legal proceedings against the District.

Bereavement Leave

Bereavement Leave – Bereavement leave falls under Oregon Family Leave Act (OFLA), ORS 659A.150 to 659.186 and OAR 839-009-0210 to 839-009-0280. The District will comply with bereavement leave as the statute has it defined.

The administrator/confidential/supervisor/coordinator/specialist employee will be permitted four (4) days of paid bereavement leave which will run concurrently with OFLA leave.

5. VACATION BENEFITS

Vacation benefits will be available to those employees scheduled to work 12 months.

Employees employed in the district between 0 – 5 years will receive 10 days of vacation annually.

Employees employed in the district between 6 - 10 years will receive 15 days of vacation annually.

Employees employed in the district 11+ years will receive 20 days of vacation annually.

Vacation time will be given in hours for all confidential / supervisor / coordinator / specialist employees. One (1) day shall be the equivalent to the number of hours worked in a day.

Vacations shall be scheduled and approved by the Superintendent or designee.

Vacation days will not accumulate from year to year. Employee's may roll over a maximum of five (5) days per year, with prior approval from Superintendent.

Employment beginning after July 1st will be prorated for the remainder of the fiscal year.

6. COMP TIME

Confidential employees who work additional time beyond 40 hours in the same week, should be traded or flexed when possible and paid for otherwise. Flex time is encouraged to avoid additional hours being paid during the pay period.

This should be reviewed regularly with the employee.

7. PUBLIC EMPLOYEES RETIREMENT SYSTEM

- A. The District does not agree to provide employees any particular level or type of retirement benefit, but only to participate in the Public Employee Retirement (PERS) plans and make contributions as required by law, except the District will pay the 6% contribution for each employee in the bargaining unit.
- B. To the extent allowed by law, retiring employees will receive credit for unused sick leave for the purpose of calculating average salary for PERS retirement benefits.

8. PAYROLL DEDUCTIONS

The deductions permitted other employees shall also be available to this group of employees as well.

9. MILEAGE/TRAVEL

All employees shall be reimbursed for mileage at approved IRS rates per Reedsport School District Policy.

10. WORKSHOPS/TUITION

Align with certified contract and/or as required to maintain certifications/licenses and to encourage ongoing professional development (PD) of staff.

11. PROFESSIONAL ORGANIZATIONS

The District will provide each employee up to \$1,000 per year and with the approval of the superintendent.

Other compensation items to be determined by Board Policy, as recommended by the superintendent for this group of employees.

12. TECHNOLOGY

For every 3 years of service, the district will reimburse up to \$2,000 of personal choice of technology for Administrators. Reimbursement will be with in district purchasing Policies and Procedures. It is understood that this technology is the property of the Administrator and that the Administrator will be allowed to use the technology for work.

DURATION OF AGREEMENT

This agreement shall be in effect as of July 1, 2021 and shall continue in effect until June 30, 2022.

The purpose of this agreement is to define the relationship between the Reedsport School District and its employees and to assemble salary and related benefits.

Employee

Date

Superintendent

Date

Approved by the Reedsport School Board on October 13, 2021.

Sharmen Tipton

From: OSBA Information <info@osba.org>
Sent: Friday, October 15, 2021 2:40 PM
To: Sharmen Tipton
Subject: OSBA Elections - Official ballots available

Dear Sharmen Tipton:

Ballots are now available! Your board will be voting on OSBA Legislative Policy Committee (LPC) representatives. Print and preview your [Official Ballot](#) for your board's consideration. Your board's votes may be submitted using your Official Ballot between **November 15 and December 17, 2021**.

Please make sure your board votes! Ask your board chair to place the OSBA election on your next meeting agenda.

Official ballot and materials:

- Preview the [Official Ballot](#)
- View [LPC candidate](#) information

Other resources:

- OSBA's [Election Center](#) containing all election information
- [2021 Elections Calendar](#)(PDF)

Scott Rogers
OSBA President-elect
osbaElections@osba.org



Dedicated to improving student success and education equity through
advocacy, leadership and service
to Oregon public school boards.

2021 OSBA Election

Board of Directors Position 9

Vote

No election for Board of Directors Position 9 this year

* LPC Position 9 (Vote for one)

- ☐ Fred Brick, South Coast ESD
- ☐ Candice Voynick, Glide 12
- ☐ Abstain
- ☐ No action taken

* Type the name of the district, ESD, or community college board that officially made this vote.

* Type the meeting date when the board officially made this vote.

* Type your name and title.

To retain a record of your vote, you **MUST** print this page before clicking the Done button.

Done

2021 OSBA Elections Calendar Adopted by the Board February 5, 2021

Nomination and election of regional members of the OSBA board of directors holding even-numbered positions and <u>all</u> LPC representatives		
August 23, 2021		Notice of position vacancies, candidate information packets, and official nomination forms shall be distributed to all incumbent directors and boards in eligible regions.
August 23, 2021 through October 1, 2021		A school board nominating one or more of its regional board members to the OSBA board of directors and/or LPC must do so by formal resolution of the board and timely submission of the nomination forms to the office of the OSBA. Nominations are closed after this date.
No later than October 15, 2021		Official ballots are distributed to member boards in each region 30 days prior to the date of the election, but no later than October 15.
No earlier than November 1, 2021		Member boards are asked to vote on the candidate(s) of their choice for their region no earlier than November 1, 2021, following the conclusion of all OSBA Fall Regional Meetings.
November 15, 2021 through December 17, 2021		Submission of votes to OSBA. Each member board in the appropriate region shall have one vote in the regional elections for members of the OSBA board of directors and LPC. The person receiving a majority of the votes cast for any position on the OSBA board of directors and LPC shall be elected.
As soon as possible		In cases where there are more than two candidates nominated for any position, and none receives a majority of the votes cast, a second ballot shall be required between the two candidates receiving the highest number of votes. The one receiving a majority of the votes cast shall be declared elected.
January 1, 2022		Newly elected officers and regional members of the OSBA board of directors and LPC officially take office.

OSBA Resolution Election		
No later than September 30, 2021		All resolutions to be submitted to the membership for a vote must be received at the OSBA offices.
No later than October 15, 2021		Resolution details, along with an official ballot, will be sent to the membership.
November 15, 2021 through December 17, 2021		Each member board in the state shall vote in the general election on resolutions, bylaws amendments, and Legislative Policies and Priorities (even-numbered years only) using the weighted voting system outlined in the bylaws.

OSBA Officer Elections		
September 17-18, 2021, or no later than October 31, 2021		The currently seated OSBA board of directors meets to elect officers. Candidates receiving a majority of the votes cast for any officer position on the OSBA board shall be elected.

CANDIDATE QUESTIONNAIRE

OSBA Legislative Policy Committee

Name: Fred M. Brick Region: Douglas/South Coast
District/ESD/CC: SCESD Position #: 9

I certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

Fred M. Brick
Name

10/2/21
Date

Be brief; please limit your responses to 50 words per question.

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

To develop a better understanding of the challenges that face education in Oregon today while at the same time bringing the perspective of the South Coast regarding said issues to my fellow participants of the LPC.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

As a former Board Chair and continuing member of our local ESD, as a former City Council member, as a professor at Southwestern Oregon Community College, and as a parent of seven children, I have spent the last twenty-five years of my life fighting to improve educational outcomes for the children of the South Coast.

3. What do you see as the two most challenging legislative issues faced by OSBA?

Covid – 19 and disparities between urban and rural school districts.

4. What do you see as the two most challenging legislative issues faced by your region?

Covid – 19 and trying to provide as equitable as possible education to our local children with the limited resources available while also dealing with seemingly endless Federal and State unfunded mandates. Many of these mandates have little to do with core educational outcomes.

5. What is your plan for communicating with boards in your region about legislative issues?

Because of my position on the ESD Board, I am afforded the opportunity to meet with and visit school districts and school boards on a regular basis. I also plan to send out summaries of our LPC meetings to each of the 10 Boards on the South Coast

Deadline: October 1, 2021, 5 p.m.

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Legislative Policy Committee

Name: Fred M. Brick Date: 10/2/21

Address: 936687 Pickett Lane

City / ZIP: Coos Bay, Oregon 97420

Business phone: 541 888 - 7363 _____

Residence phone: 541 297 - 4429 _____

Cell phone: 541 297 - 4429

E-mail: fbrick@socc.edu _____

District/ESD/CC: SCESD _____

Term expires: 2023 _____ Years on board: 9

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot).

A high-resolution digital photo is preferred but a print is acceptable.

E-mail to OSBAelections@osba.org.

or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

ESD Board

ESD Board Chair and Vice Chair

Technology and Communication Committees

Numerous Negotiating Teams with our employees

Other education board positions held/dates:

Occupation (Include at least the past five years):

Employers: Southwestern Oregon Community College - Professor Dates: 8/97 until the present

Schools attended (Include official name of school, where and when):

High school: Owatonna High School – Owatonna, MN – graduated 1982

College: College (University) of St Thomas – 1982 to 1986

University of Minnesota – 1986 to 1995

Degrees earned: BA – History/Social Studies/Education - 1986

MA – History/Political Science – 1992

ABD – History - 1995

Education honors and/or awards:

Other applicable training or education:

Leadership Institute Individual Gold Board Member Certificate of Completion

Activities, other state and local community services:

Coos Bay City Council – 2005 to 2006

LPC – 2019 to 2021

Hobbies/special interests:

Hiking – fishing – mini ranching – building/fixing computers – grandchildren.

Business/professional/civic group memberships; offices held and dates:

Additional comments:

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE QUESTIONNAIRE

OSBA Legislative Policy Committee

Name: Candice Voynick _____ Region: Douglas/South Coast _____

District/ESD/CC: _____ Position #: 9 _____

I certify that if elected I will faithfully serve as a member of the OSBA Legislative Policy Committee. My nomination form has been submitted to OSBA (or is attached to this document) as evidence.

Candice Voynick _____
Name

9/30/21 _____
Date

Be brief; please limit your responses to 50 words per question.

1. What do you want to accomplish by serving on the Legislative Policy Committee (LPC)?

The OSBA Legislative Policy Committee is an opportunity to further serve the local school district on a regional and state level. This position provides the ability to network with other school board members, collaborate and build partnerships with legislators and advocate through public policy that effects education.

2. What leadership skills do you bring to the LPC? Give an example of a situation in which you demonstrated these skills.

As an Oregon licensed clinical social worker, I have had the opportunity to be involved in local, regional and state committees including as the chair of the Douglas County Sexual Assault Response Team in which I developed the protocols, policies and county agency memorandum of understanding, by this involvement I was able to increase the victim-centered responses throughout the county. I have also served on the county homeless coalition, Department of Justice Native American Partnership and the Attorney General Sexual Assault Task Force.

3. What do you see as the two most challenging legislative issues faced by OSBA?

Overcoming the educational barriers, gaps and economic losses from the pandemic. Rebuilding trust within communities, with parents, students and educators due to the divisiveness with mask and vaccine mandates by active listening, advocacy and involving community perspectives in the policy decisions and outcomes.

4. What do you see as the two most challenging legislative issues faced by your region?

Building a relationship with legislators as the district I serve has been absent in networking with other statewide school board members and legislators, using that foundation as a way to help the local community understand the legislative process, increase their voices and advocate for local, state needs.

5. What is your plan for communicating with boards in your region about legislative issues?

As I network and build relationships this will give me the opportunity to meet with individual boards either in person or virtually, potentially set up committees with representatives of each board to meet with on an ongoing basis and to let the board members know I am accessible and approachable on an individual basis for dialogue and discussions.

Deadline: October 1, 2021, 5 p.m.

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

CANDIDATE PERSONAL/PROFESSIONAL RESUME

OSBA Legislative Policy Committee

Name: Candice Voynick _____ Date: 9/30/21 _____

Address: 495 Indian Point Lane _____

City / ZIP: Glide, OR 97443 _____

Business phone: 541-817-3501 _____

Residence phone: 541-496-0077 _____

Cell phone: 541-817-3501 _____

E-mail: candice.voynick@glide.k12.or.us _____

District/ESD/CC: Glide School District #12 _____

Term expires: 2025 _____ Years on board: 3.5 _____

Deadline: October 1, 2021, 5 pm

Please send your picture (head shot).

A high-resolution digital photo is preferred but a print is acceptable.

E-mail to OSBAelections@osba.org,

or mail to: Oregon School Boards Association, 1201 Court St NE, #400, Salem, OR 97301

Work or service performed for OSBA or local district (include committee name and if you were chair):

Glide School Board since 2018, currently vice chair

Other education board positions held/dates:

NA

Occupation (Include at least the past five years):

Umpqua Health – Newton Creek – Roseburg, OR
LCSW, Behavioral Health Consultant

Dec 2017 – Present

Clinical social worker based in a primary care clinic, providing mental health services in a primary care behavioral health model.

1. Administers and interprets tests and measures of psychosocial functioning for the purpose of diagnosing mental, emotional, behavioral, addictive and developmental disorders and disabilities.
2. Develops and implements appropriate assessment-based treatment plan.
3. Consults with team managers, statutory and voluntary agencies and patient's relatives to ensure compliance with patient's treatment plan.
4. Provide crisis-oriented psychotherapy as well as short-term and long-term psychotherapy and psychotherapeutic treatment.
5. Collaborates and partners with psychiatrists and clinical staff as well as community partners needed to assist in patient's care.
6. Assist patient's and support system in navigating diverse systems
7. Collaborate and maintain community partnerships
8. Work in partnership on interdisciplinary team to improve patient centered services
9. Adhere to organization core values, licensing and ethical standards

Social worker for home health and hospice patients; administrative management of social workers/counselors, chaplains, volunteer coordination and bereavement program.

- Clinical supervisor for social workers, counselors, chaplains and volunteers
 - Ensured compliance with Medicare and Medicaid standards, Conditions of Participation
 - Reviewed and amended program policies
 - Developed and established the social worker competencies
- Program development
 - Established quality assurance improvement plan for social workers and chaplains
 - Increased bereavement coordinator position from 24 hours to 40 hours a week
 - Facilitated cross training of positions for maximum staff efficiency and coverage
 - Built team cohesiveness by implementing morning safety huddles and monthly department meetings
- Project development
 - Coordinated hospice staff bereavement support group
 - Instituted bereavement outreach program
 - Established bereavement interdisciplinary team meetings
- Participated on agency committees to establish policies, protocols and evidence-based practices for patient care
- Assessed home health and hospice patients' psychosocial needs and barriers to optimal health/end-of-life care
- Provided patient and family support, therapeutic interactions and counseling
- Assisted patient and support system in navigating diverse systems
- Collaborated and maintain community partnerships
- Worked in partnership on interdisciplinary team to improve patient centered services
- Adhered to organization core values, licensing and ethical standards

Schools attended (Include official name of school, where and when):

High school:

Narbonne High School, Harbor City, CA graduated 1989

College:

Cypress Community College, Cypress, CA, AA 1992

Arizona State University, Tempe, AZ, B.A. Liberal Arts 1996

Portland State University, Portland, OR, Master Social Work 2010

Degrees earned:

Associate of Arts, 1992

Bachelor of Arts in Liberal Arts with a major in psychology and a minor in literature, 1996

Master of Social Work, 2010

Education honors and/or awards:

Graduated Magna Cum Laude, Arizona State University

Phi Alpha Honor Society, Portland State University

Other applicable training or education:

Licensed Clinical Social Worker, Oregon, L5718

CHI Mercy Health Ethics training program 2011-2012

Activities, other state and local community services:

Chair of the Douglas County Sexual Assault Response Team 2004-2009

Homeless Coalition, Douglas County, 2004-2009

Attorney General Sexual Assault Task Force 2004-2009

Department of Justice Native American Partnership 2006-2009

Non-profit board member 2010-2012

CHI Mercy Health Bioethics Committee Member 2012-2015

Clinical supervisor for community social workers obtaining licensure 2015-2019

Mentoring program through Society for Social Work Leadership in Healthcare 2015-2017

Glide School Board member 2018 to present

Hobbies/special interests:

Community service

Professional growth and development

Yoga certified teacher and practitioner

Stream and watershed conservation

Hiking, walking my dog, reading to learn and for personal interest

Spending time with my husband, friends

Business/professional/civic group memberships; offices held and dates:

Oregon licensed clinical social worker, LCSW, #L5718

National Association of Social Workers

Society for Social Work Leadership in Healthcare

Additional comments:

I am a social worker experienced with diverse populations, in both urban and rural communities. Clinical practice is evidenced based client-centered care with a focus on addressing disparities and access to resources. Skilled in project and program development with a focus on client-centered outcomes as well as agency efficiency and ethical stewardship of resources. Leadership experience, including administrative and clinical supervision as well as department management

Deadline: October 1, 2021, 5 pm

Materials submitted by the candidate on this form may be subject to a public information request under ORS Chapter 192.

OSBA Model Charter School Sample Policy

Code: **ACB**

Adopted:

Every Student Belongs

[Insert the public charter school's statement on equity if applicable.]

All students are entitled to a high quality educational experience, free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All employees are entitled to work in an environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

All visitors are entitled to participate in a school or educational environment that is free from discrimination or harassment based on perceived race, color, religion, gender identity, sexual orientation, disability or national origin.

“Bias incident” means a person’s hostile expression of animus toward another person, relating to the other person’s perceived race, color, religion, gender identity, sexual orientation, disability or national origin, of which criminal investigation or prosecution is impossible or inappropriate. Bias incidents may include derogatory language or behavior.

“Symbol of hate” means nooses^[1], symbols of neo-Nazi ideology or the battle flag of the Confederacy.

The public charter school prohibits the use or display of any symbols of hate^{2} on school property³ or in an education program⁴ except where used in teaching curriculum that is aligned with state standards of education for public schools.

[In responding to the use of any symbols of hate or bias incidents, the public charter school will use non-disciplinary remedial action whenever appropriate.]

The public charter school prohibits retaliation against an individual^{5} because that individual has in good faith reported information that the individual believes is evidence of a violation of a state or federal law, rule or regulation.

¹ [The display of a noose on public property with the intent to intimidate may be a Class A Misdemeanor under Senate Bill 398 (2021).]

² {Prior to adopting the symbols of hate prohibition, or adding other symbols to the list, we recommend that the public charter school document why the public charter school feels that the presence of these symbols will cause a “material and substantial interference with schoolwork or discipline” or collide “with the rights of other students to be secure and be let alone.” These reasons may include previous incidents, current conditions in the schools and other factors.}

³ “School property” means any property under the control of the public charter school.

⁴ “Education program” includes any program, service, school or activity sponsored by the public charter school.

⁵ {ORS 659.852 prohibits retaliation only against students. Other statutes (and other complaint procedures) prohibit retaliation against staff and others for reporting or providing information regarding a complaint or investigation.}

Nothing in this policy is intended to interfere with the lawful use of public charter school facilities pursuant to a lease or license.

The public charter school will use administrative regulation ACB-AR - Bias Incident Complaint Procedure to process reports or complaints of bias incidents.

END OF POLICY

Legal Reference(s):

[ORS 659.850](#)

[OAR 581-022-2312](#)

HB 2697(2021)

[ORS 659.852](#)

[OAR 581-022-2370](#)

HB 3041 (2021)

[OAR 581-002-0005](#)

Tinker v. Des Moines Indep. Cmty. Sch. Dist., 393 U.S. 503 (1969).

Dariano v. Morgan Hill Unified Sch. Dist., 767 F.3d 764 (9th Cir. 2014).

State v. Robertson, 293 Or. 402 (1982).

OSBA Model Charter School Sample

Code: ACB-AR

Adopted:

Bias Incident Complaint Procedure

The terms “bias incident” and “symbols of hate” are defined in policy. Persons impacted by a bias incident or display of a symbol of hate shall be defined broadly to include persons directly targeted by an act, as well as the community of students as a whole who are likely to be impacted by the act.¹

Step 1 {²}: When a staff member learns of a potential bias incident or display of a symbol of hate, the staff member will prioritize the safety and well-being of all persons impacted and [immediately] [promptly] [without unreasonable delay] report the incident to the [building or program administrator].

Step 2: The [administrator or designee] shall acknowledge receipt of the complaint, [reduce the complaint to writing,] and investigate any complaint of a bias incident. [Responding staff] will recognize the experience of all persons impacted, acknowledge the impact, commit to taking immediate action, and commit to preventing further harm against those persons impacted from taking place. Educational components and redirection procedures, if any, will:

- Address the history and impact of bias and hate;
- Advance the safety and healing of those impacted by bias and hate;
- Promote accountability and transformation for people who cause harm; and
- Promote transformation of the conditions that perpetuated the harm.^{3}

The [administrator or designee] must consider whether the behavior implicates other public charter school policies or civil rights laws, and if so, respond accordingly⁴.

The [administrator or designee] will [make a decision] [determine responsibility] within [10] days of receiving the complaint.

All persons impacted by the act will be provided with information⁵ relating to the investigation and outcome of the investigation, including:

¹ The term “complainant” in this administrative regulation includes persons filing formal complaints and persons reporting bias incidents, regardless of whether the complainant is a victim. Similarly, the term “complaint” includes any report, information or complaint.

² {These specific steps and procedures are not required. The procedures must include all of the requirements listed in HB 2697 § 1(3)(e) (2021) and OAR 581-022-2312((4)(e). If making changes, we recommend working closely with legal counsel.}

³ {Additional guidance from ODE can be found [here](#).}

⁴ The nature of the behavior or act must determine the process used to respond; what rights and protections are available to the person(s) impacted by the behavior or act; and an individual’s right to appeal to the Oregon Department of Education or the U.S. Department of Education.

⁵ For additional information regarding required notices, see OAR 581-022-2312(4)(e)(E).

- Notice that an investigation has been initiated;
- Notice when an investigation has been completed;
- The findings of the investigation and the final determination based on those findings;
- Actions taken to remedy a person's behavior and prevent reoccurrence; and
- When applicable, the legal citation of any law prohibiting disclosure of any information described above, and an explanation of how that law applies to the current situation.

Step 3: If complainant or a respondent wishes to appeal the decision of the [administrator or designee], the complainant or respondent may submit a written appeal to the [superintendent] within [five] school days after receipt of the [administrator or designee]'s response to the complaint.

The [superintendent or designee] shall acknowledge receipt of the appeal and may meet with all parties involved. The [superintendent or designee] will review the merits of the complaint and the [administrator or designee]'s decision. The [superintendent or designee] will respond in writing to the complainant within [10] school days.

The [superintendent or designee] will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 3, as appropriate.

Step 4: If the complainant or respondent is not satisfied with the decision of the [superintendent or designee], a written appeal may be filed with the Board within [five] school days of receipt of the [superintendent or designee]'s response to Step 3. The Board may decide to hear or deny the request for appeal at a Board meeting. The Board may use an executive session if the subject matter qualifies under Oregon law. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative [at the next regular or special Board meeting] [at a Board meeting]. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing within [10] days of this meeting.

The [Board] will ensure that the requirements in Steps 1 and 2 (redirection procedures, notice, etc.) are continued to be met through Step 4, as appropriate.

Complaints can be filed with or communicated directly to the [administrator or designee], in which case Step 1 will be skipped. Complaints against the [administrator] can be directed to the [superintendent or designee] and will begin at Step 3. Complaints against the superintendent or a Board member(s) can be directed to the Board and will begin at Step 4. If complaints begin later than Step 1, the individuals reviewing the complaint will ensure that all requirements are met.

The complainant, if a person who resides in the district[,] [or] a parent or guardian of a student who attends school in the public charter school[or a student,] is not satisfied after exhausting local complaint procedures, the public charter school fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initial filing of the complaint, may appeal⁶ the public charter school's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

⁶ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

Complaints may also be filed directly with the U.S. Department of Education Office for Civil Rights.⁷

Public charter school administration will develop and implement instructional materials to ensure that all school employees, staff and students are made aware of the policy, this administrative regulation and related practices. The materials will include reporting procedures, educational processes, and possible consequences.

[When necessary, timelines may be adjusted by the public charter school by communicating to all parties in writing. This communication must include a new timeline and an explanation of why the timeline must be adjusted.]

⁷ Complaints must meet criteria as established by law. For more information, visit <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>

Sharmen Tipton

From: Kendell Smith <ksmith@ctclusi.org>
Sent: Wednesday, November 3, 2021 9:11 AM
To: Sharmen Tipton
Subject: Invoice

Hi –

I received your voicemail. I was told to invoice it in full, so I've reached out to check on this & where the miscommunication was. I will get back to you once I hear back.

Kendell Smith

Blue Earth Services & Technology, LLC
PO Box 888 | Coquille, OR 97423
Mobile #: 541-252-2261

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REEDSPORT SCHOOL DISTRICT

POLICY: FAMILY MEDICAL LEAVE

CODE: GCBDA

The district will comply with all provisions of the Family and Medical Leave Act (FMLA) of 1993, the Oregon Family Leave Act (OFLA) of 1995, the Military Family Leave Act as part of the National Defense Authorization Acts of 2008 and for Fiscal Year 2010 (which expanded certain leave to military families and veterans for specific circumstances), the Oregon Military Family Leave Act of 2009, and other applicable provisions of Board policies and collective bargaining agreements regarding family medical leave.

In order for an employee to be eligible for the benefits under federal law, he/she must have been employed by the district for at least 12 months and have worked at least 1250 hours during the past 12-month period.

In order to be eligible under state law, an employee must work an average of 25 hours per week and have been employed at least 180 days prior to the first day of the family medical leave of absence. For parental leave purposes, however, an employee becomes eligible upon completing at least 180 days immediately preceding the date on which the parental leave begins. There is no minimum average number of hours worked per week when determining employee eligibility for parental leave.

Federal and state leave entitlements generally run concurrently.

The superintendent will develop administrative regulations as necessary for the implementation of the provisions of both federal and state law.

END OF POLICY

Legal Reference(s):

[ORS 332.507](#)
[ORS 342.545](#)
[ORS 659A.150 - 659A.186](#)
[OAR 839-009-0200 to-0320](#)

HB 2744 (2009)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).
Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601-2654 (2006); Family and Medical Leave Act of 1993, 29 C.F.R. Part 825 (2008).

National Defense Authorization Act of 2008, Public Law 110-181, Section 585(a).

National Defense Authorization Act for Fiscal Year 2010, Public Law 111-84, Section 565.

Adopted: 07/15/87

Revised: 08/24/96

07/20/97

08/20/03

08/19/09

02/17/10

OSBA Model Sample Policy

Code:

GCBDA/GDBDA

Adopted:

Family Medical Leave *

When applicable, the district will comply with the provisions of the Family and Medical Leave Act (FMLA) of 1993, the Oregon Family Leave Act (OFLA) of 1995, the Military Family Leave Act as part of the National Defense Authorization Acts of 2008 and for Fiscal Year 2010 (which expanded certain leave to military families and veterans for specific circumstances), the Oregon Military Family Leave Act (OMFLA) of 2009 and other applicable provisions of Board policies and collective bargaining agreements regarding family medical leave.

FMLA applies to districts with 50 or more employees within 75 miles of the employee's worksite, based on employment during each working day during any of the 20 or more work weeks in the calendar year in which the leave is to be taken, or in the calendar year preceding the year in which the leave is to be taken. The 50 employee test does not apply to educational institutions for determining employee eligibility.

OFLA and OMFLA applies to districts that employ 25 or more part-time or full-time employees in Oregon, based on employment during each working day during any of the 20 or more work weeks in the calendar year in which the leave is to be taken, or in the calendar year immediately preceding the year in which the leave is to be taken.

In order for an employee to be eligible for the benefits under FMLA, he/she must have been employed by the district for at least 12 months and have worked at least 1,250 hours during the past 12-month period.

In order for an employee to be eligible for the benefits under OFLA, he/she must work an average of 25 hours per week and have been employed at least 180 calendar days prior to the first day of the family medical leave of absence. For parental leave purposes, an employee becomes eligible upon completing at least 180 calendar days immediately preceding the date on which the parental leave begins. There is no minimum average number of hours worked per week when determining employee eligibility for parental leave.

OMFLA applies to employees who work an average of at least 20 hours per week; there is no minimum number of days worked when determining an employee's eligibility for OMFLA.

Federal and state leave entitlements generally run concurrently.

The superintendent [or designee] will develop administrative regulations as necessary for the implementation of the provisions of both federal and state law.

END OF POLICY

Legal Reference(s):

[ORS 332.507](#)
[ORS 342.545](#)

[ORS 659A.090](#)
[ORS 659A.093](#)

[ORS 659A.096](#)
[ORS 659A.099](#)

R4/13/17 | RS

Family Medical Leave * – GCBDA/GDBDA

1-2

Americans with Disabilities Act, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).
Family and Medical Leave Act, 29 U.S.C. §§ 2601-2654 (2012); 5 U.S.C. §§ 6381-6387 (2012); Family and Medical Leave Act, 29 C.F.R. Part 825 (2017).

Americans with Disabilities Act Amendments Act of 2008.

Escriba v. Foster Poultry Farms, Inc. 743 F.3d 1236 (9th Cir. 2014).

A

M

P

L

E

OSBA Model Sample Policy

Code: GCBDA/GDBDA-AR(1)
Revised/Reviewed:

Federal Family and Medical Leave/State Family Medical Leave *

Coverage

The federal Family and Medical Leave Act (FMLA) applies to districts with 50 or more employees within 75 miles of the employee's work site, based on employment during each working day during any of the 20 or more workweeks in the calendar year in which the leave is to be taken, or in the calendar year preceding the year in which the leave is to be taken. The 50 employee test does not apply to educational institutions for determining employee eligibility.

The Oregon Family Leave Act (OFLA) and the Oregon Military Family Leave Act (OMFLA) applies to districts that employ 25 or more part-time or full-time employees in Oregon, based on employment during each working day during any of the 20 or more workweeks in the calendar year in which the leave is to be taken, or in the calendar year immediately preceding the year in which the leave is to be taken.

Employee Eligibility

FMLA applies to employees who have worked for the district for at least 12 months (not necessarily consecutive) and worked for at least 1,250 hours during the 12-month period immediately preceding the start of the leave.

An employee who has previously qualified for and has taken some portion of FMLA leave may request additional FMLA leave within the same leave year. In such instances, the employee need not requalify as an eligible employee, if the additional leave applied for is in the same leave year and for the same condition.

OFLA applies to employees who work an average of 25 hours or more per week during the 180 calendar days or more immediately prior to the first day of the start of the requested leave.¹ For parental leave purposes, an employee becomes eligible upon completing at least 180 days immediately preceding the date on which the parental leave begins. There is no minimum average number of hours worked per week when determining employee eligibility for parental leave.

An employee who has previously qualified for and has taken some portion of OFLA leave, may request additional OFLA leave within the same leave year. In such instances, the employee must requalify as an eligible employee for each additional leave requested unless one of the following exceptions apply:

¹ The requirements of OFLA do not apply to any employer offering eligible employees a nondiscriminatory cafeteria plan, as defined by section 125 of the Internal Revenue Code of 1986, which provides as one of its options employee leave at least as generous as the leave required by OFLA.

1. A female employee who has taken 12 weeks of pregnancy disability leave need not requalify leave in the same leave year for any other purpose;
2. An employee who has taken 12 weeks of parental leave need not requalify to take an additional 12 weeks in the same leave year for sick child leave; and
3. An employee granted leave for a serious health condition for the employee or a family member need not requalify if additional leave is taken in this leave year for the same reason.

OMFLA applies to employees who work an average of at least 20 hours per week. There is no minimum number of days worked when determining employee eligibility for OMFLA.

In determining if an employee has been employed for the preceding 180 calendar days, when applicable, the employer must consider days, e.g., paid or unpaid, an employee is maintained on payroll for any part of a work week. Full-time public school teachers who have been maintained on payroll by a district for 180 consecutive calendar days are thereafter deemed to have been employed for an average of at least 25 hours per week during the 180 days immediately preceding the start date of the OFLA leave. This provision is eligible for rebuttal if for example, the employee was on a nonpaid sabbatical.

In determining average workweek, the employer must count the actual hours worked using the Fair Labor Standards Act (FLSA) guidelines.

Qualifying Reason

Eligible employees may access FMLA leave for the following reasons:

1. Serious health condition of the employee or the employee's covered family member:
 - a. Inpatient care;
 - b. Continuing treatment;
 - c. Chronic conditions;
 - d. Permanent, long-term or terminal conditions;
 - e. Multiple treatments;
 - f. Pregnancy and prenatal care.
2. Parental leave² (separate from eligible leave as a result of a child's serious health condition):
 - a. Bonding with and the care for the employee's newborn (within 12 months following birth);
 - b. Bonding with and the care for a newly adopted or newly placed foster child under the age of 18 (within 12 months of placement);
 - c. Care for a newly adopted or newly placed foster child over 18 years of age who is incapable of self-care because of a physical or mental impairment (within 12 months of placement);
 - d. Time to effectuate the legal process required for placement of a foster child or the adoption of a child.

² Parental leave must be taken in one continuous block of time within 12 months of the triggering event.

3. Military Caregiver Leave: leave for the care for spouse, son, daughter or next-of-kin who is a covered servicemember/veteran with a serious injury or illness;
4. Qualifying Exigency Leave: leave arising out of the foreign deployment of the employee's spouse, son, daughter or parent.

Eligible employees may access OFLA for the following reasons:

1. Serious health condition of the employee or the employee's covered family member:
 - a. Inpatient care;
 - b. Continuing treatment;
 - c. Chronic conditions;
 - d. Permanent, long-term or terminal conditions;
 - e. Multiple treatments;
 - f. Pregnancy and prenatal care.
2. Parental leave (separate from eligible leave as a result of the child's serious health condition):
 - a. Bonding with and the care for the employee's newborn (within 12 months following birth);
 - b. Bonding with and the care for a newly adopted or newly placed foster child under the age of 18 (within 12 months of placement);
 - c. Care for a newly adopted or newly placed foster child over 18 years of age who is incapable of self-care because of a physical or mental impairment (within 12 months of placement);
 - d. Time to effectuate the legal process required for placement of a foster child or the adoption of a child.
3. Sick Child Leave: leave for non-serious health conditions of the employee's child. For OFLA, sick child leave includes absence to care for an employee's child whose school or child care provider has been closed³ in conjunction with a statewide public health emergency declared by a public health official.⁴
4. Bereavement Leave: leave related to the death of a covered family member.⁵

³ "Closure" for the purpose of sick child leave during a statewide public health emergency declared by a public health official means a closure that is ongoing, intermittent, or recurring and restricts physical access to the child's school or child care provider. OAR 839-009-0210(4).

⁴ The district may request verification of the need for sick child leave due to a closure during a statewide emergency. Verification may include:

1. The name of the child being cared for;
2. The name of the school or child care provider that has closed or become unavailable; and
3. A statement from the employee that no other family member of the child is willing and able to care for the child.

With the care of a child older than 14, a statement that special circumstances exist requiring the employee to provide care to the child during daylight hours.

⁵ Bereavement leave under OFLA must be completed within 60 days of when the employee received notice of the death.

5. Eligible employees may access OMFLA for the purpose of spending time with a spouse or same-gender domestic partner who is in the military and has been notified of an impending call or order to active duty, or who has been deployed during a period of military conflict.
6. The eligibility of an employee who takes multiple leaves for different qualified reasons during the same district designated leave period may be reconfirmed at the start of each qualified leave requested.

Definitions

1. Family member:

a. For the purposes of FMLA, “family member” means:

- (1) Spouse⁶;
- (2) Parent;
- (3) Child; or
- (4) Persons who are “in loco parentis”.

b. For the purposes of OFLA, “family member” means:

- (1) Spouse;
- (2) Registered, same-gender domestic partner;
- (3) Parent;
- (4) Parent-in-law;
- (5) Parent of employee’s registered, same-gender domestic partner;
- (6) Child;
- (7) Child of employee’s registered, same-gender domestic partner;
- (8) Grandchild;
- (9) Grandparent; or
- (10) Persons who are “in loco parentis”.

2. Child:

- a. For the purposes of FMLA, “child” means a biological, adopted or foster child, a stepchild, a legal ward or a child of a person standing “in loco parentis”, who is either under the age of 18, or who is 18 years of age or older and who is incapable of self-care because of a physical or mental impairment.
- b. For the purposes of Military Caregiver Leave and Qualifying Exigency Leave under FMLA, “child” means the employee’s son or daughter on covered active duty regardless of that child’s age.
- c. For the purposes of OFLA, “child” means a biological, adopted, foster child or stepchild of the employee, the child of the employee’s same-gender domestic partner, or a child with whom the employee is or was in a relationship of “in loco parentis”.

⁶ “Spouse” means individuals in a marriage, including “common law” marriage and same-sex marriage. For OFLA, spouse also includes same-sex individuals with a Certificate of Registered Domestic Partnership.

- d. For the purposes of parental and sick child leave under OFLA, the child must be under the age of 18 or an adult dependent child substantially limited by a physical or mental impairment.
- 3. In loco parentis:
 - a. For the purposes of FMLA, “in loco parentis” means persons with day-to-day responsibility to care for and financially support a child, or, in the case of an employee, who had such responsibility for the employee when the employee was a child. A biological or legal relationship is not necessary.
 - b. For the purposes of OFLA, “in loco parentis” means person in the place of the parent having financial or day-to-day responsibility for the care of a child. A legal or biological relationship is not required.

4. Next of kin:

For the purposes of FMLA and Military Caregiver Leave under FMLA, “next of kin” means the nearest blood relative other than the servicemember’s spouse, parent, son or daughter in the following order of priority (unless otherwise designated in writing by the servicemember):

- a. Blood relatives who have been granted legal custody of the servicemember by court decree or statutory provisions;
 - b. Brothers or sisters;
 - c. Grandparents;
 - d. Aunts and uncles; and
 - e. First cousins.
5. Covered servicemembers:

For the purposes of Military Caregiver Leave under FMLA, “covered servicemember” means a current member of the Armed Forces, including a member of the National Guard or Reserves, who is receiving medical treatment, recuperation or therapy, or is in outpatient status, or is on the temporary disability retire list for a serious injury or illness.

6. Covered veteran:

For the purposes of Military Caregiver Leave under FMLA, “covered veteran” means a veteran who is undergoing medical treatment, recuperation or therapy for a serious injury or illness provided they were:

- a. A member of the Armed Forces (including a member of the National Guard or Reserves);
- b. Discharged or released under conditions other than dishonorable; and
- c. Discharged within the five-year period before the eligible employee first takes FMLA, Military Caregiver Leave.

Leave Period

For the purposes of calculating an employee’s leave period, the district will use [the calendar year] [any fixed 12-month “leave year”] [the 12-month period measured forward from the date the employee’s leave begins] [a “rolling” 12-month period measured backward from the date the employee uses any family and

medical leave]. The same method for calculating the 12-month period for FMLA and OFLA leave entitlement shall be used for all employees. However, in all instances, the leave period for the purposes of OMFLA and Military Caregiver Leave under FMLA shall be dependent on the start of any such leave regardless of the district's designated 12-month leave period described above.

Leave Duration

For the purposes of FMLA, an eligible employee is generally entitled to a total of 12 weeks of qualified leave during the district's designated leave period⁷. Spouses who work for the district may be limited to a combined 12 weeks of FMLA leave during the district's designated leave period when the purpose of the leave is for the birth of a child or to care for a child after birth, placement of an adopted or foster child or the care for an adopted or foster child after placement, or to care for the employee's parent's serious medical condition. Except in specific and unique instances, all qualified leave under FMLA counts toward an employee's leave entitlement within the district's designated leave period.

For the purposes of OFLA, an eligible employee is generally entitled to a total of 12 weeks of qualified leave during the district's designated leave period. However, a woman is entitled to an additional, full 12 weeks of parental leave during the district's designated leave period following the birth of a child regardless of how much OFLA qualified leave she has taken prior to the birth of such child during the district's designated leave period. Likewise, an employee who uses the full 12 weeks of parental leave during the district designated leave period, will be entitled to an additional 12 weeks of sick child leave under OFLA during the district's designated leave period for the purpose of caring for a child(ren) with a non-serious health condition requiring home care.⁸ Unlike FMLA, OFLA does not combine the leave entitlement for spouses working for the district. However, under OFLA, family members who work for the district may be restricted from taking concurrent OFLA qualified leave.⁹

For the purposes of OMFLA, an eligible employee is entitled to 14 days of leave per call or order to active duty or notification of a leave from deployment. When an employee also meets the eligibility requirements of OFLA, the duration of the OMFLA leave counts toward that employee's leave entitlement during the district's designated leave period.

Except as otherwise noted above, qualified leave under FMLA and OFLA for an eligible employee will run concurrently during the district's designated leave period.

⁷ An eligible employee taking Military Caregiver Leave under FMLA is entitled to up to 26 weeks of leave in the 12-month period beginning with the first day of such leave and regardless of any FMLA leave taken previously during the district's leave period. However, once the 12-month period begins for the purposes of Military Caregiver Leave under FMLA, any subsequent FMLA qualified leave, regardless of reason for such leave, will count toward the employee's 26-week entitlement under Military Caregiver Leave under FMLA.

⁸ Sick child leave under OFLA need not be provided if another family member, including a noncustodial biological parent, is willing and able to care for the child.

⁹ Exceptions to the ability to require family members from taking OFLA qualified leave at different times are when 1) employee is caring for the other employee who has a serious medical condition; 2) one employee is caring for a child with a serious medical condition when the other employee is suffering a serious medical condition; 3) each family member is suffering a serious medical condition; 4) each family member wants to take Bereavement Leave under OFLA; and 5) the employer allows the family members to take concurrent leave.

For the purpose of tracking the number of leave hours an eligible employee is entitled and/or has used during each week of the employee's leave, leave entitlement is calculated by multiplying the number of hours the eligible employee normally works per week by 12¹⁰. If an employee's schedule varies from week-to-week, a weekly average of the hours worked over the 12 weeks worked prior to the beginning of the leave period shall be used for calculating the employee's normal workweek¹¹. If an employee takes intermittent or reduced work schedule leave, only the actual number of hours of leave taken may be counted toward the 12 weeks of leave to which the employee is entitled.

Intermittent Leave

With the exception of parental leave which must be taken in one continuous block of time, an eligible employee is permitted under FMLA and OFLA to take intermittent leave for any qualifying reason.

Intermittent leave is taken in multiple blocks of time (i.e., hours, days, weeks, etc.) rather than in one continuous block of time and/or requires a modified or reduced work schedule. For OFLA this includes but not limited to sick child leave taken requiring an altered or reduced work schedule because the intermittent or recurring closure of a child's school or child care provider due to a statewide public health emergency declared by a public health official.

When an employee is eligible for OFLA leave, but not FMLA leave, the employer:

1. May allow an exempt employee, as defined by state and federal law, with accrued paid time off to take OFLA leave in blocks of less than a full day; but
2. May not reduce the salary of an employee who is taking intermittent leave when they do not have accrued paid leave available. To do so would result in the loss of exemption under state law.

An employee's FMLA and/or OFLA intermittent leave time is determined by calculating the difference between the employee's normal work schedule and the number of hours the employee actually works during the leave period. The result of such calculation is credited against the eligible employee's leave entitlement.

Holidays or days in which the district is not in operation, are not counted against the eligible employee's intermittent OFLA leave period unless the employee was scheduled and expected to work on any such day.

Alternate Work Assignment

The district may transfer an employee recovering from a serious health condition to an alternate position which accommodates the serious health condition provided:

¹⁰ For example, an employee normally employed to work 30 hours per week is entitled to 12 times 30 hours, or a total of 360 hours of leave.

¹¹ For example, an employee working an average of 25 hours per week is entitled to 12 times 25 hours, or a total of 300 hours of leave.

1. The employee accepts the position voluntarily and without coercion;
2. The transfer is temporary, lasts no longer than necessary and has equivalent pay and benefits;
3. The transfer is compliant with any applicable collective bargaining agreement;
4. The transfer is compliant with state and federal law, including but not limited to the protections provided for in FMLA and/or OFLA; and
5. The transfer is not used to discourage the employee from taking FMLA and/or OFLA leave for a serious health condition or to create a hardship for the employee.

The district may transfer an eligible employee who is on a foreseeable intermittent FMLA and/or OFLA leave to another position with the same or different duties to accommodate the leave, provided:

1. The employee accepts the transfer position voluntarily and without coercion;
2. The transfer is temporary, lasts no longer than necessary and has equivalent pay and benefits;
3. The transfer is compliant with any applicable collective bargaining agreements;
4. The transfer is compliant with state and federal law, including but not limited to the protections provided for in FMLA and/or OFLA;
5. The transfer to an alternate position is used only when there is no other reasonable option available that would allow the employee to use intermittent leave or reduced work schedule; and
6. The transfer is not used to discourage the employee from taking intermittent or reduced work schedule leave, or to create a hardship for the employee.

If an eligible employee is transferred to an alternative position, and as a result the employee works fewer hours than the employee was working in the original position, the employee's FMLA and/or OFLA leave time is determined by calculating the difference between the employee's normal work schedule and the number of hours the employee actually works during the leave period. The result of such calculation is credited against the eligible employee's leave entitlement.

When an employee is transferred to alternate position as described above but such transfer does not result in a reduced schedule, time worked in any such alternate position shall not be considered for the purpose of FMLA and/or OFLA leave. An employee working in an alternate position retains the right to return to the employee's original position unless all FMLA and/or OFLA leave taken in that leave year plus the period of time worked in the alternate position exceeds 12 weeks.

Special Rules for School Employees

For the purposes of FMLA, "school employee" means those whose principal function is to teach and instruct students in a class, a small group or an individual settlement. Athletic coaches, driving instructors and special education assistants, such as interpreters for the hearing impaired, are included in this definition. This definition does not apply to teacher assistants or aides, counselors, psychologist, curriculum specialists, cafeteria workers, maintenance workers or bus drivers.

For the purposes of OFLA, “school employee” means employees employed principally as instructors in public kindergartens, elementary schools, secondary schools or education service districts.

FMLA and/or OFLA leave that is taken for a period that ends with the school year and begins with the next semester is considered consecutive rather than intermittent. In any such situation, the eligible school employee will receive any benefits during the break period that employees would normally receive if they had been working at the end of the school year.

1. Foreseeable Intermittent Leave Exceeding 20 Percent of Working Days

When the qualified leave is foreseeable, will encompass more than 20 percent of the eligible school employee’s regular work schedule during the leave period, and the purpose of such leave is to care for a family member with a serious medical condition, for a servicemember with a serious medical condition or because of the employee’s own serious medical condition, the district may require the eligible school employee to:

- a. Take leave for a period or periods of a particular duration, not greater than the duration of the planned treatment; or
- b. Temporarily transfer the eligible school employee to an alternate position for which the employee is qualified, which has equivalent pay and benefits and which better accommodates recurring periods of leave than the employee’s original position.

2. Limitation on Leave Near the End of the School Year

When an eligible school employee requests leave near the end of the school year, the district may require the following:

- a. When the qualified leave begins more than five weeks before the end of the school year:
 - (1) For the purposes of FMLA leave, the eligible school employee may be required to continue taking leave until the end of the school year provided:
 - (a) The leave will last at least three weeks; and
 - (b) The employee would return to work during the three-week period before the end of the term.
 - (2) For the purposes of OFLA leave, if the reason for the leave is because of the eligible school employee’s own serious health condition, the eligible school employee may be required to remain in leave until the end of the school year, provided:
 - (a) The leave will last at least three weeks; and
 - (b) The employee’s return to work would occur within three weeks of the end of the school year.
- b. For the purposes of FMLA and/or OFLA leave, when the qualified leave begins within five weeks of the end of the school year and the purpose of such leave is parental leave, for the serious health condition of a family member or for the serious health condition of a servicemember, the eligible school employee may be required to remain on leave until the end of the school year provided:

- (1) The leave will last more than two weeks; and
 - (2) The employee would return to work during the two-week period before the end of the school year.
- c. For the purposes of FMLA and/or OFLA leave, when the qualified leave begins within three weeks of the end of the school year and the purpose of such leave is parental leave, for the serious health condition of a family member or for the serious health condition of a servicemember, the eligible school employee may be required to remain on leave until the end of the school year provided the length of the leave will last more than five working days.

If the district requires an eligible school employee to remain on leave until the end of the school year as described above, additional leave required by the employer until the end of the school year shall not count against the eligible school employee's leave entitlement.

Paid/Unpaid Leave

FMLA and OFLA do not require the district to pay an eligible employee who is on a qualified leave. Subject to any related provisions in any applicable collective bargaining agreement,¹²[an employee may elect to use any available accrued paid leave including personal and sick leave, or available accrued vacation leave during the leave period.] [the district requires the eligible employee to use any available accrued sick leave, vacation or personal leave days (or other available paid time established by Board policy(ies) and/or collective bargaining agreement) in the order specified by the district and before taking FMLA and/or OFLA leave without pay during the leave period.] [the district requires the eligible employee to use any available accrued paid leave, including personal and sick leave or available accrued vacation leave before taking FMLA and/or OFLA leave without pay during the leave period. The employee may select the order in which the available paid leave is used.]

The district will notify the eligible employee that the requested leave has been designated as FMLA and/or OFLA leave and, if required by the district, that available accrued paid leave shall be used during the leave period. In the event the district is aware of an OFLA or FMLA qualifying exigency, the district shall notify the eligible employee of its intent to designate the leave as such regardless of whether a request has been made by the eligible employee. Such notification will be given to the eligible employee prior to the commencement of the leave or within two working days of the employee's notice of an unanticipated or emergency leave, whichever is sooner.

When the district does not have sufficient information to make a determination of whether the leave qualifies as FMLA or OFLA leave, the district will provide the required notice promptly when the information is available but no later than two working days after the district has received the information. Oral notices will be confirmed in writing no later than the following payday. If the payday is less than one week after the oral notice is given, written notice will be provided no later than the subsequent payday.

Eligible employees who request OMFLA leave shall not be required to use any available accrued paid time off during the OMFLA leave period.

¹² [The district must choose one of the following from the three available bracketed options to complete this paragraph, and delete the other two.]

Benefits and Insurance

When an eligible employee returns to work following a FMLA or OFLA qualified leave, the employee must be reinstated to the same position the employee held when the leave commenced, or to an equivalent position with equivalent benefits, pay and other terms and conditions of employment.

During an OFLA qualified leave an eligible employee does not accrue seniority or other benefits that would have accrued while the employee was working. The eligible employee is also subject to layoff to the same extent similarly situated employees not taking OFLA leave are subject unless the terms of an applicable collective bargaining agreement, other agreement or the district's policies provide otherwise.

For the purposes of FMLA and OFLA, the district will continue to pay the employer portion of the eligible employee's group health insurance contribution (if applicable) during the qualified leave period. The eligible employee is required to pay the employee portion of any such group health insurance contribution as a condition of continued coverage.

For the purposes of FMLA qualified leave, the district's obligation to maintain the employee's group health insurance coverage will cease if the employee's contribution is remitted more than 30 calendar days late. The district will provide written notice that the premium payment is more than 30 calendar days late. Such notice will be provided within 15 calendar days before coverage is to cease.

For the purposes of OMFLA, the eligible employee is entitled to a continuation of benefits.

Fitness-for-Duty Certification

Prior to the reinstatement of an employee following a leave which was the result of the employee's own serious health condition, the district may require the employee to obtain and present a Fitness-for-Duty Certification. The certification will specifically address the employee's ability to perform the essential functions of the employee's job as they relate to the health condition that was the reason for the leave. If the district is going to require a fitness-for-duty certification upon return to work, the district must notify the employee of such requirement when the leave is designated as FMLA and/or OFLA leave. Failure to provide the certification may result in a delay or denial of reinstatement.

For the purposes of FMLA qualified leave, any costs associated with obtaining the fitness-for-duty certification shall be borne by the employee.

For the purposes of OFLA qualified leave, any out-of-pocket costs associated with obtaining the fitness-for-duty certification shall be borne by the district.

If the leave is qualified under both FMLA and OFLA, any out-of-pocket costs associated with obtaining the fitness-for-duty certification shall be borne by the district.

Application

Under federal and state law, an eligible employee requesting FMLA and/or OFLA leave shall provide at least 30 days' notice prior to the leave date if the leave is foreseeable. The notice shall be written and include the anticipated start date, duration and reasons for the requested leave. When appropriate, the

eligible employee must make a reasonable effort to schedule treatment, including intermittent leave and reduced leave, so as not to unduly disrupt the operation of the district.

The district may request additional information to determine that the requested leave qualifies as FMLA and/or OFLA leave. The district may designate the employee as provisionally on FMLA and/or OFLA leave until sufficient information is received to properly make a determination. An eligible employee able to give advance notice of the need to take FMLA and/or OFLA leave must follow the employer's known, reasonable and customary procedures for requesting any kind of leave.

For the purposes of FMLA, if advance notice is not possible, an employee eligible for FMLA leave must provide notice as soon as practicable. "As soon as practicable," for the purpose of FMLA leave, means the employee must comply with the employer's normal call-in procedures except in limited and under unique circumstances. Failure of an employee to provide the required notice for FMLA leave may result in the district delaying the employee's leave up to 30 days after the notice is ultimately given.

For the purposes of OFLA, an eligible employee is required to provide oral or written notice within 24 hours of commencement of the leave in unanticipated or emergency leave situations. The employee may designate a family member or friend to notify the district during that period of time. Failure of an employee to provide the required notice for leave covered by OFLA may result in the district deducting up to three weeks from the employee's unused OFLA leave in that one-year leave period. The employee may be subject to disciplinary action for not following the district's notice procedures.

When an employee fails to give advance notice for both the FMLA and OFLA above, the district must choose the remedy that is most advantageous to the employee.

In all cases, proper documentation must be submitted no later than three working days following the employee's return to work.

Medical Certification

The district [may] [shall] require an eligible employee to provide medical documentation, when appropriate, to support the stated reason for such leave. The district will provide written notification to an employee of this requirement within five working days of the employee's request for leave. If the employee provides less than 30 days' notice, the employee is required to submit such medical certification no later than 15 calendar days after receipt of the district's notification that medical certification is required.

The district may request re-certification of a condition when the minimum duration of a certification expires if continued leave is requested. If the certification does not indicate a duration or indicates that it is ongoing, the district may request re-certification at least every six months in connection with an absence.

Under federal law, a second medical opinion may be required whenever the district has reason to doubt the validity of the initial medical opinion. The health care provider may be selected by the district. The provider shall not be employed by the district on a regular basis. Should the first and second medical certifications differ, a third opinion may be required. The district and the employee will mutually agree on the selection of the health care provider for a third medical certification. The third opinion will be final. Second and third opinions and the actual travel expenses for an employee to obtain such opinions will be paid for by the district.

Second and Third Opinions

1. For the purposes of FMLA, the district may designate a second health care provider, but that person cannot be utilized by the district on a regular basis except in rural areas where health care is extremely limited. If the opinions of the employee's and the district's designated health care provider(s) differ, the district may require a third opinion at the district's expense. The third health care provider must be designated or approved jointly by the employee and the district. This third opinion shall be final and binding.
2. For the purposes of OFLA, and except for leave related to sick child leave under OFLA, the district may require the employee to obtain a second opinion from a health care provider designated by the district. If the first and second verifications conflict, the employer may require the two health care providers to jointly designate a third health care provider for the purpose of providing a verification. This third verification shall be final and binding.

Notification

Any notice required by federal and state laws explaining employee rights and responsibilities will be posted in all staff rooms and the district office. Additional information may be obtained by contacting the [superintendent] [personnel director].

Record Keeping/Posted Notice

The district will maintain all records as required by federal and state laws including dates leave is taken by employees, identified separately from other leave; hours/days of leave; copies of general and specific notices to employees, including Board policy(ies) and regulations; premium payments of employee health benefits while on leave and records of any disputes with employees regarding granting of leave.

Medical documentation will be maintained separately from personnel files as confidential medical records.

The district will post notice of FMLA and OFLA leave requirements.

Federal vs. State Law

Both federal and state law contain provisions regarding leave for family illness. Federal regulations state an employer must comply with both laws; that the federal law does not supersede any provision of state law that provides greater family leave rights than those established pursuant to federal law; and that OFLA and FMLA leave entitlements run concurrently. State law requires that FMLA and OFLA leave entitlements run concurrently when possible.

For example, due to differences in regulations, an eligible employee who takes OFLA leave after 180 days of employment, but before they are eligible for FMLA leave, is still eligible to take a full 12 workweeks of FMLA leave after meeting FMLA's eligibility requirements. Thereafter, any eligible leave period will run concurrently, when appropriate.

EMPLOYEE RIGHTS AND RESPONSIBILITIES UNDER THE FAMILY AND MEDICAL LEAVE ACT

Basic Leave Entitlement

FMLA requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to eligible employees for the following reasons:

- For incapacity due to pregnancy, prenatal medical care or child birth;
- To care for the employee's child after birth, or placement for adoption or foster care;
- To care for the employee's spouse, son or daughter, or parent, who has a serious health condition; or
- For a serious health condition that makes the employee unable to perform the employee's job.

Military Family Leave Entitlements

Eligible employees with a spouse, son, daughter, or parent on covered active duty or call to covered active duty status may use their 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered servicemember during a single 12-month period. A covered servicemember is: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness*; or (2) a veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered veteran, and who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness*.

***The FMLA definition of "serious injury or illness" for current servicemembers and veterans are distinct from the FMLA definition of "serious health condition".**

Benefits and Protections

During FMLA leave, the employer must maintain the employee's health coverage under any "group health plan" on the same terms as if the employee had continued to work. Upon return from FMLA leave, most employees must be restored to their original or equivalent positions with equivalent pay, benefits, and other employment terms.

Use of FMLA leave cannot result in the loss of any employment benefit that accrued prior to the start of an employee's leave.

Eligibility Requirements

Employees are eligible if they have worked for a covered employer for at least 12 months, have 1,250 hours of service over the previous 12 months, and if at least 50 employees are employed by the employer within 75 miles.

Definition of Serious Health Condition

A serious health condition is an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee's job, or prevents the qualified family member from participating in school or other daily activities.

Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than three consecutive calendar days combined with at least two visits to a health care provider or one visit and a regimen of continuing treatment, or incapacity due to pregnancy, or incapacity due to a

chronic condition. Other conditions may meet the definition of continuing treatment.

Use of Leave

An employee does not need to use this leave entitlement in one block. Leave can be taken intermittently or on a reduced leave schedule when medically necessary. Employees must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the employer's operations. Leave due to qualifying exigencies may also be taken on an intermittent basis.

Substitution of Paid Leave for Unpaid Leave

Employees may choose or employers may require use of accrued paid leave while taking FMLA leave. In order to use paid leave for FMLA leave, employees must comply with the employer's normal paid leave policies.

Employee Responsibilities

Employees must provide 30 days advance notice of the need to take FMLA leave when the need is foreseeable. When 30 days' notice is not possible, the employee must provide notice as soon as practicable and generally must comply with an employer's normal call-in procedures.

Employees must provide sufficient information for the employer to determine if the leave may qualify for FMLA protection and the anticipated timing and duration of the leave. Sufficient information may include that the employee is unable to perform job functions, the family member is unable to perform daily activities, the need for hospitalization or continuing treatment by a health care provider, or circumstances supporting the need for military family leave. Employees also must inform the employer if the requested leave is for a reason for which FMLA leave was previously taken or certified. Employees also may be required to provide a certification and periodic recertification supporting the need for leave.

Employer Responsibilities

Covered employers must inform employees requesting leave whether they are eligible under FMLA. If they are, the notice must specify any additional information required as well as the employees' rights and responsibilities. If they are not eligible, the employer must provide a reason for the ineligibility. Covered employers must inform employees if leave will be designated as FMLA-protected and the amount of leave counted against the employee's leave entitlement. If the employer determines that the leave is not FMLA-protected, the employer must notify the employee.

Unlawful Acts by Employers

FMLA makes it unlawful for any employer to:

- Interfere with, restrain, or deny the exercise of any right provided under FMLA; and
- Discharge or discriminate against any person for opposing any practice made unlawful by FMLA or for involvement in any proceeding under or relating to FMLA.

Enforcement

An employee may file a complaint with the U.S. Department of Labor or may bring a private lawsuit against an employer. FMLA does not affect any Federal or State law prohibiting discrimination, or supersede any State or local law or collective bargaining agreement which provides greater family or medical leave rights.

FMLA section 109 (29 U.S.C. § 2619) requires FMLA covered employers to post the text of this notice. Regulations 29 C.F.R. § 825.300(a) may require additional disclosures.

For additional information:

1-866-4US-WAGE (1-866-487-9243) TTY: 1-877-889-5627

WWW.WAGEHOUR.DOL.GOV

U.S. Department of Labor | Wage and Hour Division

Reedsport School District

Code: GCBDA/GDBDA-AR(2)
Adopted: April 20, 2016

Employee Request for OFLA Leave (For employers that offer OFLA or employers with 25 to 49 employees)

PLEASE PRINT

Where the need for the leave may be anticipated, written request for OFLA leave must be made, if practical, at least 30 days prior to the date the requested leave is to begin. Failure to provide timely notice could result in the district reducing the available leave by up to three weeks.

Name _____ Effective Date of the Leave _____

Department _____ Title _____

Status: ☐ Full-time ☐ Part-time ☐ Temporary Hire Date _____ Length of Service _____

I request OFLA leave for one or more of the following reasons:¹

1. ☐ Because of the birth of my child and in order to care for him or her.

Expected date of birth _____ Actual date of birth _____
Leave to start _____ Expected return date _____

2. ☐ Because of the placement of a child with me for adoption or foster care.

Age of child _____ Date of placement _____
Leave to start _____ Expected return date _____

3. ☐ In order to care for a family member² with a serious health condition.

Leave to start _____ Expected return date _____

¹A physician's certification may be required to support a request for OFLA leave. In addition, a fitness-for-duty certification may be required before reinstatement following the leave.

²"Family member" means the spouse, child of the employee (biological, adopted, foster or step child, a legal ward, or child of the employee standing "in loco parentis"), custodial parent, noncustodial parent, biological parent, adoptive parent, stepparent or foster parent, individual who was in loco parentis to the employee when the employee was a child, grandparent, grandchild, parents-in-law or the parents of the employee's registered domestic partner. For purposes of OFLA, leave for a serious health condition, sick child leave or leave for the death of a family member, "child" includes both minor and adult children.

Please check one: ☐ spouse³ ☐ child (including the biological, grandchild, adopted, foster child, or stepchild of an employee or a child with whom the employee is or was in a relationship of "in loco parentis") ☐ parent (biological parent of an employee or an individual who stood "in loco parentis" to an employee when the employee was a child), ☐ custodial parent
☐ non-custodial parent ☐ biological parent ☐ adoptive parent ☐ stepparent or foster parent ☐ grandparent
☐ parent-in-law, or parents of the employee's registered domestic partner ☐ grandchild

Please state name and address of relation:

Name _____ Address _____

Describe serious health condition _____

4. ☐ For a serious health condition which prevents me from performing my job functions.

Describe _____

Leave to start _____ Expected return date _____

Regarding 3. Or 4. Above, request intermittent (reduced workday hours) or reduced leave (fewer workdays each workweek) schedule or alternate duty (if applicable, subject to employer's approval). Please describe schedule of when you anticipate you will be unavailable to work: _____

5. ☐ In order to care for a child with a condition requiring home care which does not meet the definition of serious health condition and is not life threatening or terminal (OFLA leave only). ☐ Yes ☐ No

Have you taken OFLA leave in the past 12 months? ☐ Yes ☐ No
If yes, how many workdays? _____

6. ☐ Leave for the spouse of a military personnel when they have been notified of an impending call to active duty, ordered to active duty, or has been deployed or on leave from deployment.

7. ☐ The death of a family member.⁴

The district requires me to use any accrued sick leave, vacation, personal leave days or other paid time established by Board policy(ies) and/or collective bargaining agreement in the order specified by the district, and before taking leave without pay, for the OFLA period.

If my request for a leave is approved, it is my understanding that without an authorized extension when the need for an extension could be anticipated, I must report to duty on the first workday following the date my leave is scheduled to end. I understand that failure to do so will constitute unequivocal notice of my intent not to return to work and the district may terminate my employment.

I authorize the district to deduct from my paychecks any employee contributions for health insurance premiums, life insurance or long-term disability insurance which remain unpaid after my leave, consistent with state law.

I have been provided a copy of the district's family and medical leave policy with this OFLA leave request form.

³"Spouse" means individuals in a marriage, including "common law" marriage, same-sex marriage or same sex individuals with a Certificate of Registered Domestic Partnership.

⁴Must be completed within 60 days of the date on which the eligible employee receives notice of the death of the family member.

Signature of Employee: _____	Date: _____
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10/08/15 | RS

OSBA Model Sample Policy

Code: GCBDA/GDBDA-AR(2)
Revised/Reviewed:

Request for Family and Medical Leave

Employee Request for Family and Medical Leave (FMLA) and/or Oregon Family Leave (OFLA)

PLEASE PRINT

Where the need for the leave may be anticipated, written request for family and medical leave must be made, if practical, at least 30 days prior to the date the requested leave is to begin. Failure to request leave in a timely manner could result in either the leave being postponed or the amount of leave available reduced up to three weeks.

Name _____ Effective date of the leave _____

Department _____ Title _____

Status: ☐ Full-time ☐ Part-time ☐ Temporary

Hire date _____ Length of service _____

Have you taken a family leave in the past 12 months? ☐ Yes ☐ No

If yes, how many work days? _____ Reason for leave _____

I request family or medical leave for one or more of the following reasons:¹

1. ☐ Because of the birth of my child and to care for him or her. (District: Use GCBDA/GDBDA-AR(3)(A) Certification Form)

Expected date of birth _____ Actual date of birth _____
Leave to start _____ Expected return date _____

2. ☐ Because of the placement of a child with me for adoption or foster care. (District: Use GCBDA/GDBDA-AR(3)(A) Certification Form)

Age of child _____ Date of placement _____
Leave to start _____ Expected return date _____

3. ☐ To care for a family member² with a serious health condition. (District: Use GCBDA/GDBDA-AR(3)(B) Certification Form)

Leave to start _____ Expected return date _____

¹ A physician's certification may be required to support a request for family and medical leave. In addition, a fitness-for-duty certification may be required before reinstatement following the leave.

² "Family member," for purposes of FMLA and OFLA leave, means the spouse, custodial parent, noncustodial parent, adoptive parent, stepparent or foster parent, biological parent, child of the employee (biological, adopted, foster or step child, a legal ward or child of the employee standing in loco parentis) or a person with whom the employee is or was in a relationship of "in loco parentis." Additionally, when defining "family member" under OFLA (but not FMLA leave), the definition includes a grandparent, grandchild, parents-in-law or the parents of the employee's registered domestic partner.

Please check one: ☐ Spouse³ ☐ Child ☐ Parent ☐ Individual who was in *loco parentis* when the employee was a child ☐ Parent-in-law or the parent of the employee's registered domestic partner (OFLA leave only) ☐ Custodial parent ☐ Noncustodial parent ☐ Adoptive parent ☐ Stepparent ☐ Foster parent ☐ Grandparent (OFLA leave only) ☐ Grandchild (OFLA leave only).

Please state name and address of relation:

Name _____ Address _____

Does the condition render the family member unable to perform daily activities? _____

4. ☐ Sick child leave due to the closure of a child's school or child care provider.
5. ☐ For a serious health condition which prevents me from performing my job functions. (District: Use GCBDA/ GDBDA-AR(3)(A) Certification Form)

Describe _____

Leave to start _____ Expected return date _____

Regarding 3 or 4 above, request intermittent (reduced workday hours) or reduced leave (fewer workdays each workweek) schedule or alternate duty (if applicable, subject to employer's approval). Please describe schedule of when you anticipate you will be unavailable to work: _____

6. ☐ To care for a child with a condition requiring home care which does not meet the definition of serious health condition and is not life threatening or terminal (OFLA leave only).
7. ☐ A qualifying exigency arising from an employee's spouse, son, daughter, or parent who is a covered servicemember as defined in GCBDA/GDBDA-AR(1), or leave for the spouse per each deployment of the spouse when the spouse has either been notified of an impending call to active duty, has been ordered to active duty, or has been deployed or on leave from deployment. (District: Use GCBDA/GDBDA-AR(3)(C) Certification Form)
8. ☐ To care for a spouse, son, daughter, parent, or next of kin⁴ who is a covered servicemember with a serious illness or injury incurred in the line of duty or active duty in the armed forces. Has leave been taken for the same servicemember and the same injury? ☐ Yes ☐ No (District: Use GCBDA/GDBDA-AR(3)(D) Certification Form) If yes, when was the leave taken and for how many work days? _____
9. ☐ For the death of a family member (OFLA only).

I understand that [I may use any available accrued paid leave, including personal and sick leave or available accrued vacation leave during the leave period.] [the district requires me to use any available accrued sick leave, vacation, personal leave days or other available paid time established by Board policy(ies) and/or collective bargaining agreement) in the order specified by the district and before taking leave without pay during the leave period.] [I am required to use any available accrued paid leave, including personal and sick leave or available accrued vacation leave before taking FMLA and/or OFLA leave without pay during the leave period. I may select the order in which the available paid leave is used.]

If my request for a leave is approved, it is my understanding that without an authorized extension when the need for an extension could be anticipated, I must report to duty on the first workday following the date my leave is

³ "Spouse" means individuals in a marriage including "common law" marriage and same-sex marriage. For OFLA, spouse also includes same-sex individuals with a Certificate of Registered Domestic Partnership.

⁴ "Next of kin" means the nearest blood relative of the eligible employee.

scheduled to end. I understand that failure to do so will constitute unequivocal notice of my intent not to return to work and the district may terminate my employment. (A fitness-for-duty certification may be required.)

I authorize the district to deduct from my paychecks any employee contributions for health insurance premiums, life insurance or long-term disability insurance which remain unpaid after my leave, consistent with state and/or federal law.

I have been provided a copy of the district's family and medical leave policy and a copy of my rights and responsibilities under the Family Medical Leave Act leave request form.

Signature of Employee: _____ Date: _____

Reedsport School District

Code: GCBDA/GDBDA-AR(4)
Adopted: April 20, 2016

FMLA/OFLA Eligibility Notice to Employee

DATE: _____

TO: _____
(Employee's name)

FROM: _____
(Name of appropriate employer representative)

SUBJECT: Request for FMLA and/or OFLA Leave

On _____ (date) you notified us of your need to take family/medical leave due to:

1. _____ The birth of your child, or the placement of a child with you for adoption or foster care;
2. _____ A serious health condition that makes you unable to perform the essential functions of your job;
3. _____ A serious health condition of your ☐ spouse¹ ☐ child² (including the biological, grandchild, adopted or foster child or stepchild of an employee or a child with whom the employee is or was in a relationship of "in loco parentis"), ☐ parent (biological parent of an employee or an individual who stood "in loco parentis" to an employee when the employee was a child), ☐ grandparent (OFLA leave only), ☐ parent-in-law or the parent of an employee's registered domestic partner (OFLA leave only), ☐ custodial parent, ☐ non-custodial parent, ☐ adoptive parent, ☐ foster parent for which you are needed to provide care;
4. _____ An illness or injury to your child which requires home care but is not a serious health condition (OFLA leave only);
5. _____ A qualifying exigency arising from a spouse, son, daughter or parent in the Armed Forces on covered active duty, or in the National Guard or Reserves on covered active duty;
6. _____ Your spouse has been notified of an impending call to active duty, has been ordered to active duty, or has been deployed or on leave from deployment;

¹"Spouse" means individuals in a marriage including "common law" marriage and same-sex marriage. For OFLA, spouse also includes same-sex individuals with a Certificate of Registered Domestic Partnership.

²For FMLA, the age of the son or daughter at the onset of the disability is not relevant in determining a parent's entitlement to FMLA leave.

7. _____ A serious illness or injury, incurred in the line of duty, of a covered service member who is your spouse, son, daughter, parent or next of kin;
8. _____ For the death of a family member (OFLA only).

You notified us that you need this leave beginning on _____ (date) and that you expect leave to continue until on or about _____ (date). The FMLA requires that you notify the district as soon as possible if dates of scheduled leave changes or are extended, or were initially unknown.

Except as explained below, you have a right under the FMLA and/or OFLA for up to 12 workweeks of unpaid leave in a 12-month period for the reasons listed above.³ The district will use a "rolling" 12-month period measured backward from the date the employee uses any family medical leave. FMLA leave and OFLA leave generally run concurrently. In order to care for an injured service member, you are entitled to up to 26 weeks of leave in a single 12-month period to care for a qualifying service member.

Also, your health benefits under FMLA must be maintained during any period of unpaid leave under the same conditions as if you continued to work. You must be reinstated to the same or in some cases, under state or federal law, to an equivalent job with the same pay, benefits and terms and conditions of employment on your return from leave. The district is not required to maintain benefits during OFLA unless provided otherwise by Board policy or collective bargaining agreement; however, all such benefits will be restored in full upon your return to the district.

If you do not return to work following FMLA and/or OFLA leave for a reason other than: (1) the continuation, recurrence or onset of a serious health condition which would entitle you to FMLA and/or OFLA; or (2) other circumstances beyond your control, you may be required to reimburse the district for health insurance premiums paid on your behalf during your FMLA/OFLA leave.

This is to inform you that *(check appropriate boxes, explain where indicated)*:

1. You are ☐ eligible ☐ not eligible for leave under the ☐ FMLA, ☐ OFLA or ☐ both.
2. The requested leave may be counted against your annual ☐ FMLA leave entitlement, ☐ OFLA ☐ both.
3. You ☐ will ☐ will not be required to furnish medical certification of a serious health condition. If required, you must furnish certification by _____ (date) (must be at least 15 days after you are notified of this requirement).
4. You may elect to substitute accrued paid leave for unpaid FMLA leave. We ☐ will ☐ will not require that you substitute accrued paid leave for unpaid FMLA and/or OFLA leave. If paid leave will be used the following conditions will apply: *(Explain)*
- 5a. If you normally pay a portion of the premiums for your health insurance, these payments will continue during the period of FMLA/OFLA leave. Arrangements for payment have been discussed with you and it is agreed that you will make premium payments as follows: *(Set forth dates, e.g., the 10th of each month, or pay periods, etc. that specifically cover the agreement with the employee.)*

³Oregon Military Family Leave Act allows for 14 days of leave per deployment.

- 5b. If the district pays any part of your share of disability, life or other insurance benefits while on OFLA or FMLA leave the district may deduct up to 10 percent of your gross pay each pay period after your return to work until the amount is repaid (OFLA leave only).
- 5c. You have a minimum 30-day (*or, indicate longer period, if applicable*) grace period in which to make premium payments. If payment is not timely made, your group health insurance may be cancelled. We will notify you in writing at least 15 days before the date that your health coverage will lapse. At our option, we may also pay your share of the premiums during FMLA/OFLA leave as provided by Board policy and/or collective bargaining agreement, and recover these payments from you upon your return to work. We ☐ will ☐ will not pay your share of health insurance premiums while you are on FMLA and/or OFLA leave.
- 5d. We ☐ will ☐ will not do the same with other benefits (e.g., life insurance, disability insurance, etc.) while you are on FMLA and/or OFLA leave. If we do pay your premiums for other benefits, when you return from leave you ☐ will ☐ will not be expected to reimburse us for the payments made on your behalf.
- 5e. Except as noted above, in the event you do not return to work for the district after your FMLA and/or, OFLA leave and the district has paid your share of benefit premiums, you ☐ will ☐ will not be responsible for reimbursing the district the amount paid on your behalf, with the exceptions noted in Section 104 (c)(2)(B) of the FMLA.

6. ☐ You will be required to present a fitness-for-duty certificate prior to being restored to employment following leave for your own serious health condition. If such certification is required but not received, your return to work may be delayed until the certification is provided. A list of essential functions for your position is attached. The fitness-for-duty certification must address your ability to perform these functions.
☐ You will not be required to present a fitness-for-duty certificate prior to being restored to employment following leave for your own serious health condition. If such certification is required but not received, your return to work may be delayed until the certification is provided.
- 7a. You ☐ are ☐ are not a “key employee” as described in Section 825.218 of the FMLA regulations. If you are a “key employee,” restoration to employment may be denied following FMLA leave on the grounds that such restoration will cause substantial and grievous economic injury to us. (FMLA leave only.)
- 7b. We ☐ have ☐ have not determined that restoring you to employment at the conclusion of FMLA leave will cause substantial and grievous economic harm to us. (FMLA leave only.) (*Explain (a) and/or (b) below.*)
8. While on FMLA and/or OFLA leave, you ☐ will ☐ will not be required to furnish us with periodic reports every (*indicate interval of periodic reports, as appropriate for the particular leave situation*) of your status and intent to return to work. If the circumstances of your leave change and you are able to return to work earlier than the date indicated on this form, you ☐ will ☐ will not be required to notify us at least two workdays prior to the date you intend to report for work.
9. You ☐ will ☐ will not be required to furnish recertification relating to a serious health condition. (FMLA leave only.) (*Explain below, if necessary, including the interval between certifications as prescribed in Section 825.308 of the FMLA regulations.*)
10. You are notified that all leave taken for the purposes of the death of a family member, counts toward the total period of authorized family leave.

10/08/15 | RS

OSBA Model Sample Policy

Code: GCBDA/GDBDA-AR(4)
Revised/Reviewed:

FMLA/OFLA Eligibility Notice to Employee

DATE: _____

TO: _____
(Employee's name)

FROM: _____
(Name of appropriate employer representative)

SUBJECT: Request for FMLA and/or OFLA Leave

On _____ (date) you notified us of your need to take family/medical leave due to:

1. _____ The birth of your child or the placement of a child with you for adoption or foster care;
2. _____ A serious health condition that makes you unable to perform the essential functions of your job;
3. _____ A serious health condition of your ☐ spouse¹, ☐ child (including the biological, grandchild, adopted or foster child or stepchild of an employee or a child with whom the employee is or was in a relationship of "in loco parentis"), ☐ parent (biological parent of an employee or an individual who stood "in loco parentis" to an employee when the employee was a child), ☐ grandparent (OFLA leave only), ☐ parent-in-law or the parent of an employee's registered domestic partner (OFLA leave only), ☐ custodial parent, ☐ noncustodial parent, ☐ adoptive parent, ☐ foster parent for which you are needed to provide care;
4. _____ Sick child leave due to the closure of a child's school or child care provider;
5. _____ An illness or injury to your child which requires home care but is not a serious health condition (OFLA leave only);
6. _____ A qualifying exigency arising from a spouse, child or parent in the Armed Forces on covered active duty, or in the National Guard or Reserves on covered active duty;
7. _____ Your spouse has been notified of an impending call to active duty, has been ordered to active duty or has been deployed or on leave from deployment;
8. _____ A serious illness or injury, incurred in the line of duty, of a covered service member who is your spouse, child, parent or next of kin;
9. _____ For the death of a family member (OFLA only).

¹ "Spouse" means individuals in a marriage, including "common law" marriage and same-sex marriage. For OFLA, spouse also includes same-sex individuals with a Certificate of Registered Domestic Partnership.

You notified us that you need this leave beginning on _____ (date) and that you expect leave to continue until on or about _____ (date). The FMLA requires that you notify the district as soon as possible if dates of scheduled leave changes or are extended, or were initially unknown.

Except as explained below, you have a right under the FMLA and/or OFLA for up to 12 workweeks of unpaid leave in a 12-month period for the reasons listed above.² The district will use [the calendar year] [any fixed 12-month “leave year”] [the 12-month period measured forward from the date the employee’s leave begins] [a “rolling” 12-month period measured backward from the date the employee uses any family medical leave]. FMLA leave and OFLA leave generally run concurrently. In order to care for an injured service member, you are entitled to up to 26 weeks of leave in a single 12-month period.

Also, your health benefits under FMLA and OFLA must be maintained during any period of unpaid leave under the same conditions as if you continued to work, including you continuing to pay the same portion of the premiums you currently pay. You will be reinstated to the same position, or in some cases under state or federal law, to an equivalent position.

If you do not return to work following FMLA and/or OFLA leave for a reason other than: (1) the continuation, recurrence or onset of a serious health condition which would entitle you to FMLA and/or OFLA; or (2) other circumstances beyond your control, you may be required to reimburse the district for health insurance premiums paid on your behalf during your FMLA and/or OFLA leave.

This is to inform you that (*check appropriate boxes, explain where indicated*):

1. You are ☐ eligible ☐ not eligible for leave under ☐ FMLA ☐ OFLA ☐ both FMLA and OFLA.
2. The requested leave may be counted against your annual ☐ FMLA leave entitlement ☐ OFLA leave entitlement ☐ FMLA and OFLA leave entitlements.
3. You ☐ will ☐ will not be required to furnish a medical certification of a serious health condition. If required, you must furnish the certification by _____ (date) (must be at least 15 days after you are notified of this requirement).
4. You may elect to substitute accrued paid leave for unpaid FMLA leave. We ☐ will ☐ will not require that you substitute accrued paid leave for unpaid FMLA and/or OFLA leave. If paid leave will be used, the following conditions will apply: (*Explain*)
5. a. If you normally pay a portion of the premiums for your health insurance, these payments will continue during the period of FMLA and/or OFLA leave. Arrangements for payment have been discussed with you and it is agreed that you will make premium payments as follows: (*Set forth dates, e.g., the 10th of each month or pay periods, etc., that specifically cover the agreement with the employee.*)
5. b. You have a minimum ☐ 30-day ☐ Other: _____ (*indicate longer period, if applicable*) grace period in which to make premium payments. If payment is not timely made, your group health insurance may be canceled. We will notify you in writing at least 15 days before the date that your health coverage will lapse. At our option, we may also pay your share of the premiums during your FMLA and/or OFLA leave as provided by Board policy and/or collective bargaining agreement, and recover

² Oregon Military Family Leave Act allows for 14 days of leave per deployment.

these payments from you upon your return to work. We ☐ will ☐ will not pay your share of health insurance premiums while you are on FMLA and/or OFLA leave.

5. c. We ☐ will ☐ will not do the same with other benefits (e.g., life insurance, disability insurance, etc.) while you are on FMLA and/or OFLA leave. If we do pay your premiums for other benefits, when you return from leave you ☐ will ☐ will not be expected to reimburse us for the payments made on your behalf.
5. d. Except as noted above, in the event you do not return to work for the district after your FMLA and/or OFLA leave, and the district has paid your share of benefit premiums, you ☐ will ☐ will not be responsible for reimbursing the district the amount paid on your behalf with the exceptions noted in C.F.R. § 104 (c)(2)(B) of the FMLA.
6. ☐ You will be required to present a fitness-for-duty certification prior to being restored to employment following leave for your own serious health condition. If such certification is required but not received, your return to work may be delayed until the certification is provided. A list of essential functions for your position is attached. The fitness-for-duty certification must address your ability to perform these functions.
- ☐ You will not be required to present a fitness-for-duty certification prior to being restored to employment following leave for your own serious health condition.
7. a. You ☐ are ☐ are not a “key employee” as described in C.F.R. § 825.218 of the FMLA regulations. If you are a “key employee,” reinstatement to employment may be denied following FMLA leave on the grounds that such restoration will cause substantial and grievous economic injury to the district. (FMLA leave only.)
7. b. We ☐ have ☐ have not determined that restoring you to employment at the conclusion of FMLA leave will cause substantial and grievous economic harm to us. (FMLA leave only.) *(Explain (a) and/or (b) below.)*
8. While on FMLA and/or OFLA leave you ☐ will ☐ will not be required to furnish us with periodic reports every _____ *(indicate interval of periodic reports, as appropriate for the particular leave situation)* of your status and intent to return to work. If the circumstances of your leave change and you are able to return to work earlier than the date indicated on this form, you ☐ will ☐ will not be required to notify us at least two workdays prior to the date you intend to report for work.
9. You ☐ will ☐ will not be required to furnish recertification relating to a serious health condition. (FMLA leave only.) *(Explain below, if necessary, including the interval between certifications as prescribed in C.F.R. § 825.308 of the FMLA regulations.)*
10. You are notified that all leave taken for the purposes of the death of a family member, counts toward the total period of authorized family leave.

REEDSPORT SCHOOL DISTRICT

POLICY: REPORTING OF SUSPECTED ABUSE OF A CHILD

CODE: JHFE

Reporting of Suspected Abuse of a Child

Any district employee who has reasonable cause to believe that any child with whom the employee has come in contact has suffered abuse or neglect, as defined in state law, by any adult or by a student with whom the employee is in contact has abused a child, will immediately notify the Oregon Department of Human Services or the local law enforcement agency. The district employee shall also immediately inform his/her supervisor, principal or superintendent.

Abuse of a child by district employees or by students will not be tolerated. All district employees are subject to this policy and the accompanying administrative regulation. If a district employee is a suspected abuser, reporting requirements remain the same. The district will designate the superintendent to receive reports of abuse of a child by district employees and specify the procedures to be followed upon receipt of a abuse report. In the event the designated person is the suspected abuser, the Board chair shall receive the report of abuse. The district will post in each school building the name and contact information of the person designated to receive child abuse reports, as well as the procedures the superintendent will follow upon receipt of a report. When the superintendent takes action on the report, the person who initiated the report must be notified.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

Upon request, the district shall provide records of investigations of suspected abuse of a child by a district employee or former district employee to law enforcement, Oregon Department of Human Services or Teachers Standards and Practices Commission.

Any district employee participating in good faith in the making of a report, pursuant to this policy and Oregon law and who has reasonable grounds for the making thereof, shall have immunity from any liability, civil or criminal, that might otherwise be incurred or imposed with respect to the making or content of any such report. Further, the initiation of a report in good faith about suspected ~~child~~ abuse of a child may not adversely affect any terms or conditions of employment or the work environment of the complainant. If a student initiates a report of suspected abuse of a child by a district employee or a student, in good faith, the student will not be disciplined by the Board or any district employee. Intentionally making a false report of abuse of a child is a Class A violation.

The district shall establish written procedures to provide annual training: 1) for district staff in the prevention and identification of abuse of a child and on the obligations of district employees under ORS 419B.005, as directed by Board policy, to report suspected abuse of a child; 2) for parents and legal guardians of students attending district schools on the prevention, identification of abuse of a child and the obligation of district employees to report suspected abuse of a child, separate from district staff training; and 3) designed to prevent abuse of a child available to students attending district-operated schools.

The superintendent shall implement such regulations as are necessary to accomplish the intent of this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

[ORS 339.370](#) to-339.400

[ORS 418.746](#) to-418.751

[ORS 419B.005](#) to-419B.050

[OAR 581-022-0711](#)

HB 4016 (2012)

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009), vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F. 3d 1201 (9th Cir. 2011)

R5/23/12

REEDSPORT SCHOOL DISTRICT

POLICY:REPORTING OF SUSPECTED ABUSE OF A CHILD-AR

CODE: JHFE-AR(1)

Reporting of Suspected Abuse of a Child

Reporting

Any district employees having reasonable cause to believe that any child with whom the employee comes in contact has suffered abuse, or that any person with whom the employee comes in contact has abused a child, shall orally report or cause an oral report to be immediately made by telephone or otherwise to the local office of the Oregon Department of Human Services or to a law enforcement agency within the county where the person making the report is at the time of his/her contact. The district employee should also immediately inform his/her supervisor, principal or superintendent.

If known, such report shall contain the names and addresses of the child, the child's parents or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, the explanation given for the suspected abuse, any other information which the person making the report believes might be helpful in establishing the possible cause of the suspected abuse and the identity of a possible perpetrator.

A written record of the abuse report shall be made by the employee suspecting the abuse of a child. [The written record may be made using Reedsport School District abuse reporting form which includes at a minimum:

1. The name and position of the person making the report;
2. The name, address of the child, the parents or other person responsible for the child's care;
3. The name and position of any witness to the report;
4. A description of the nature and extent of the abuse, including any information which could be helpful in establishing cause of abuse and identity of the abuser;
5. A description of how the report was made (i.e., phone or other method);
6. The name of the agency and individual who took the report;
7. The date and time that the report was made; and
8. The names of persons who received a copy of the written report.]

The written record of the abuse report shall not be placed in the student's educational record. A copy of the written report shall be retained by the employee making the report and a copy shall be provided to the employee's supervisor [and/or superintendent].

Reporting of Suspected Abuse of a Child - JHFE-AR(1)

When the district receives a report of suspected abuse of a child by one of its employees, and the [personnel director][superintendent] determines that there is reasonable cause to support the report, the district shall place the district employee on paid administrative leave until the Department of Human services or a law enforcement agency either: 1) determines that the report is unfounded or that the report will not be pursued; or 2) determines that the report is founded and the education provider takes the appropriate disciplinary action against the district employee. If the Department of Human services or a law enforcement agency is unable to determine whether the abuse of a child occurred the district may either reinstate the employee or take disciplinary action at the district's discretion.

The written record of each reported incident of abuse of a child, action taken by the district and any findings as a result of the report shall be maintained by the district.

Definitions

1. Oregon law recognizes these types of abuse:
 - a. Physical;
 - b. Neglect;
 - c. Mental injury;
 - d. Threat of harm;
 - e. Sexual abuse and sexual exploitation.
2. Child means an unmarried person who is under 18 years of age.

Confidentiality of Records

The name, address and other identifying information about the employee who made the report are confidential and are not accessible for public inspection.

The disciplinary records of a district employee or former district employee convicted of a crime listed in ORS 342.143 are not exempt from disclosure under ORS 192.501 or 192.502. Therefore, if a district employee or former employee is convicted of a crime listed in ORS 342.143, the district that is or was the employer of that employee when the crime was committed shall disclose the disciplinary records of the employee to any person upon request. However, prior to the disclosure of a disciplinary record the district shall remove any personally identifiable information from the record that would disclose the identity of a child, a crime victim or a district employee who is not the subject of the disciplinary record.

Failure to Comply

Any district employee who fails to report a suspected abuse of a child as provided by this policy and the prescribed Oregon law commits a violation punishable by law. A district employee who fails to comply with the confidentiality of records requirements commits a violation punishable by the prescribed law. If an employee fails to report suspected abuse of a child or fails to maintain confidentiality of records as required by this policy, the employee will be disciplined.

Cooperation with Investigator

The district staff shall make every effort in suspected abuse of a child cases to cooperate with investigating officials as follows:

1. [Any investigation of abuse of a child will be directed by the Oregon Department of Human Services or law enforcement officials as required by law. When an administrator is notified that the Department of Human Services or law enforcement would like to interview a student at school, the administrator must request that the investigating official demonstrate that he/she has a warrant, court order, exigent circumstances or parental consent to interview the student. Failure to meet one of these criteria may result in the administrator's refusal to allow the student interview on school property.] If the student is to be interviewed at the school, the principal or representative shall make a conference space available. The principal or representative of the school may at the discretion of the investigator, be present to facilitate the interview. Law enforcement officers wishing to interview or remove a student from the premises shall present themselves at the office and contact the principal or representative. The officer shall sign the student out on a form to be provided by the school;
2. When the subject matter of the interview or investigation is identified to be related to suspected abuse of a child, district employees shall not notify parents;
3. The principal or representative shall advise the investigator of any conditions of disability prior to any interview with the affected child;
4. District employees are not authorized to reveal anything that transpires during an investigation in which the employee participates, nor shall the information become part of the student's education records, except that the employee may testify at any subsequent trial resulting from the investigation and may be interviewed by the respective litigants prior to any such trial.

OSBA Model Sample Policy

Code: JHFE/GBNAB
Adopted:

Suspected Abuse of a Child Reporting Requirements**

Any district employee who has reasonable cause to believe that **any child** with whom the employee has come in contact has suffered abuse¹ shall orally report or cause an oral report immediately by telephone or otherwise to the local office of the Oregon Department of Human Services (DHS) or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to Oregon Revised Statute (ORS) 419B.010. Any district employee who has reasonable cause to believe that **any person**² with whom the employee is in contact has abused a child shall immediately report or cause a report to be made in the same manner to DHS or its designee or to the law enforcement agency within the county where the person making the report is located at the time of the contact pursuant to ORS 419B.010. If known, the report shall contain the names and addresses of the child and the parents of the child or other persons responsible for the child's care, the child's age, the nature and extent of the suspected abuse, including any evidence of previous abuse, the explanation given for the suspected abuse, any other information that the person making the report believes might be helpful in establishing the possible cause of the abuse and the identity of a possible perpetrator.

Abuse of a child by district employees, contractors³, agents⁴, volunteers⁵, or students is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers and students are subject to this policy and the accompanying administrative regulation.

Any district employee who has reasonable cause to believe that another district employee, contractor, agent, volunteer or student has engaged in abuse, or that a student has been subjected to abuse by another district employee, contractor, agent, volunteer or student shall immediately report such to the Oregon Department of Human Services (DHS) or its designee or the local law enforcement agency pursuant to ORS 419B.015, and to the designated licensed administrator.

¹ Includes the neglect of a child; abuse is defined in ORS 419B.005.

² "Person" could include adult, student or other child.

³ "Contractor" means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

⁴ "Agent" means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

⁵ "Volunteer" means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

The district will designate a {⁶} licensed administrator and an alternate licensed administrator, in the event that the designated licensed administrator is the suspected abuser, for each school building to receive reports of suspected abuse of a child by district employees, contractors, agents, volunteers or students.

If the superintendent is the alleged perpetrator the report shall be submitted to the [insert {⁷} licensed administrator position title] who shall also report to the Board chair.

The district will post the names and contact information of the designees for each school building, in the respective school, designated to receive reports of suspected abuse and the procedures in JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child the designee will follow upon receipt of a report, the contact information for local law enforcement and the local DHS office or its designee, and a statement that this duty to report suspected abuse is in addition to the requirements of reporting to a designated licensed administrator.

When a designee receives a report of suspected abuse, the designee will follow procedure established by the district and set forth in administrative regulation JHFE/GBNAB-AR(1) - Reporting of Suspected Abuse of a Child. All such reports of suspected abuse will be reported to a law enforcement agency or DHS, or its designee, for investigation, and the agency will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged abuser.

When there is reasonable cause to support a report, a district employee suspected of abuse shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety. When there is reasonable cause to support a report, a district contractor, agent or volunteer suspected of abuse shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify the person, as allowed by state and federal law, who was subjected to the suspected abuse about any actions taken by the district as a result of the report.

A substantiated report of abuse by an employee shall be documented in the employee's personnel file. A substantiated report of abuse by a student shall be documented in the student's education record.

The initiation of a report in good faith, pursuant to this policy, may not adversely affect any terms or conditions of employment or the work environment of the person initiating the report or who may have been subjected to abuse. If a student initiates a report of suspected abuse of a child by a district employee, contractor, agent, volunteer or student, in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer. Intentionally making a false report of abuse of a child is a Class A violation.

The district shall provide information and training each school year to district employees on the prevention and identification of abuse, the obligations of district employees under ORS 339.388 and ORS 419B.005 -

⁶ {ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, who are designated to receive reports of sexual abuse for a school building in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

⁷ {A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

419B.050 and as directed by Board policy to report suspected abuse of a child, and appropriate electronic communications with students. The district shall make available each school year the training described above to contractors, agents, volunteers, and parents and legal guardians of students attending district-operated schools, and will be made available separately from the training provided to district employees. The district shall provide each school year information on the prevention and identification of abuse, the obligations of district employees under Board policy to report abuse, and appropriate electronic communications with students to contractors, agents and volunteers. The district shall make available each school year training that is designed to prevent abuse to students attending district-operated schools.

The district shall provide to a district employee at the time of hire, or to a contractor, agent, or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute abuse;
2. A description of the investigatory process and possible consequences if a report of suspected abuse is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors, and agents when they attempt to obtain a new job, as provided under ORS 339.378. [A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable or probable cause to believe the district employee, contractor or agent engaged in abuse, unless criteria found in ORS 339.378(2)(c) are applicable.]

Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The district shall make available to students, district employees, contractors, agents, and volunteers a policy of appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail, using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is [[strongly] [discouraged] [prohibited].

The superintendent shall develop administrative regulations as are necessary to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

[ORS 339.370 - 339.400](#)
[ORS 418.257 - 418.259](#)

[ORS 419B.005 - 419B.050](#)

[OAR 581-022-2205](#)

Greene v. Camreta, 588 F.3d 1011 (9th Cir. 2009), vacated in part by, remanded by Camreta v. Greene, 131 S. Ct. 2020 (U.S. 2011); vacated in part, remanded by Greene v. Camreta 661 F.3d 1201 (9th Cir. 2011).
Senate Bill 51 (2021).

Reporting Requirements Regarding Sexual Conduct with Students

Sexual conduct by district/school employees as defined by Oregon law will not be tolerated. All district employees are subject to this policy.

“Sexual conduct” as defined by Oregon law is any verbal or physical [or other] conduct by a school employee that is sexual in nature; directed toward a kindergarten through grade 12 student; unreasonably interferes with a student’s educational performance; and creates an intimidating, hostile or offensive educational environment. The definition for sexual conduct does not include behavior that would be considered child abuse as outlined by Oregon law and district Board policy JHFE and JHFE-AR - Reporting of Suspected Abuse of a Child.

Any district/school employee who has reasonable cause to believe that another district/school employee [or volunteer] has engaged in sexual conduct with a student must immediately notify his/her superintendent or building principal.

When the district receives a report of suspected sexual conduct by a district employee, the district may decide to place the employee on paid administrative leave or in a position that does not involve direct, unsupervised contact with students while conducting an investigation. An investigation is a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the complainant, witnesses, the district employee or student who is the subject of the report. If the subject of the report is a school employee, the investigation must meet any negotiated standards of an employment contract or agreement.

If, following the investigation, the report is substantiated, the district will inform the employee that the report has been substantiated and provide information regarding the appeal process. The employee may appeal the district’s decision through the appeal process provided by the district’s collective bargaining agreement. A volunteer may appeal the district’s decision through the district’s complaint procedure. A substantiated report is one that: a) an educational provider has reasonable cause to believe is founded based on the available evidence after conducting an investigation; and b) involves conduct that the educational provider determines is sufficiently serious to be documented in the employee’s personnel file.

If the employee decides not to appeal the determination or if the determination is sustained after an appeal, a record of the substantiated report will be placed in the employee’s personnel file. The employee will be notified that this information may be disclosed to a potential employer.

The district will post in each school building the name and contact information of the person designated to receive sexual conduct reports, as well as the procedures the superintendent will follow upon receipt of a report. In the event that the designated person is the suspected perpetrator, the personnel director shall receive the report. When the personnel director takes action on the report, the person who initiated the report must be notified.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the complainant. If a student initiates a report of suspected sexual conduct by a district employee in good faith, the student will not be disciplined by the Board or any district employee.

The district will provide annual training to district employees, parents and students regarding the prevention and identification of sexual conduct. The district will provide to employees at the time of hire a description of conduct that may constitute sexual conduct and a description of records subject to disclosure if a sexual conduct report is substantiated.

Educational providers shall follow hiring and reporting procedures as outlined in ORS 339.374 for all district employees.

END OF POLICY

Legal Reference(s):

[ORS 339.370 to-339.400](#)
[ORS 418.746 to-418.751](#)

[ORS 419B.005 to-419B.045](#)

REEDSPORT SCHOOL DISTRICT

REGULATION: REPORTING REQUIREMENTS REGARDING SEXUAL CONDUCT WITH STUDENTS CODE: JHFF-AR

Sexual Conduct Reporting Procedures

Reedsport School District requirements regarding sexual conduct with students: Any school employee who has reasonable cause or reasonable suspicion to believe that another school employee/volunteer has engaged in sexual conduct with a student must immediately notify his/her immediate supervisor.

Definition of Sexual Conduct

Sexual Conduct is defined as any verbal or physical conduct by a school employee that:

- a. Is sexual in nature
- b. Is directed toward a K-12 student
- c. Has the effect of unreasonably interfering with a student's educational performance; and
- d. Creates an intimidating, hostile or offensive educational environment.

THE SAME CONDUCT CANNOT BE BOTH CHILD ABUSE AND SEXUAL CONDUCT UNDER THE LAW

Reporting Procedures:

The district employee shall orally report or cause an oral report to be immediately made to their building administrator. A report of sexual conduct, as opposed to child abuse, does not need to be made to a law enforcement agency or designated social services agency.

If known, such report shall contain:

- a. The names and addresses of the child, the child's parents or other persons responsible for the child;
- b. The child's age;
- c. The name of the suspected employee;
- d. The nature and extent of the suspected sexual conduct;
- e. Dates the suspected sexual conduct occurred;
- f. The name of any witnesses to the suspected sexual conduct and;
- g. Any other information that the person making the report believes might be helpful in determining if the sexual conduct occurred.

When the district receives a report of suspected sexual conduct by a district employee, the district may decide to place the employee on paid administrative leave or in a position that does not involve direct, unsupervised contact with students while conducting an investigation. The district must conduct a proper investigation that must include, at minimum, the following:

- Interview with the complainant
- Interview with the school employee who is the subject of the report; and

- Interview with witnesses

If it is determined that a report of child abuse or sexual conduct is substantiated, the school district must take the following actions:

- Inform the accused employee that a report was found to be substantiated;
- Inform the employee of the appropriate appeal process;
- Place a record of the substantiated report in the employee's personnel file, unless it is ordered stricken by an arbitrator or other appellate body.
- Inform the employee that information about substantiated reports may be disclosed to a potential employer as required by law.

Since sexual conduct may involve violations of state law, the district may report such conduct to local law enforcement. Local law enforcement may conduct an additional investigation to determine if charges would be filed against the individual.

Confidentiality of Records

House Bill 2062 includes provisions related to the information that must be provided to prospective education employers. Documents, reports and records compiled by the school district regarding an investigation of an employee around sexual conduct must be made available to any law enforcement agency, Teacher Standards and Practices Commission and any other school district that requests them. A school district may make no agreement with a union or an individual employee that effectively suppresses or conceals the fact that an employee was the subject of a substantiated report or child abuse or sexual conduct.

Failure to Comply

The school district employee who fails to report substantiated sexual conduct as required by House Bill 2062 will be subject to discipline.

Immunity from Liability

Any school district employee participating in good faith in making a report shall have immunity of liability that may be incurred while making a report and it will not adversely affect their employment.

Sexual Conduct Complaint Procedure

Date: _____

Name of employee making the report: _____

Name of person allegedly engaging in sexual conduct: _____

Name of student: _____

Student's address: _____

Parent's names: _____

Student's DOB: _____

Date and place of incident or incidents: _____

Description of sexual conduct: _____

Name of witnesses (if any): _____

Evidence of sexual conduct, i.e. letters, photos, etc. (attach evidence if possible): _____

Any additional information: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Employee's signature: _____ Date: _____

Program Administrator (receiving this report): _____

Witness Disclosure Form

Name of witness: _____

Date of testimony/interview: _____

Description of incident witnessed: _____

Any other information: _____

I agree that all information on this form is accurate and true to the best of my knowledge.

Employee's signature: _____ Date: _____

OSBA Model Sample Policy

Code: JHFF/GBNAA

Adopted:

Suspected Sexual Conduct with Students and Reporting Requirements *

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is prohibited and will not be tolerated. All district employees, contractors, agents, and volunteers are subject to this policy. Students are also subject to this policy if they are acting as an employee, contractor, agent or volunteer.

⁴“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

“Student” means any person who is in any grade from prekindergarten through grade 12 or 21 years of age or younger and receiving educational or related services from the district that is not a post-secondary institution of education, or who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within 90 days prior to the sexual conduct.

The district will post in each school building the names and contact information of the employees designated for the respective school buildings to receive reports of suspected sexual conduct and the procedures the designee will follow upon receipt of the report.

¹ “Contractor” means a person providing services to the district under a contract in a manner that requires the person to have direct, unsupervised contact with students.

² “Agent” means a person acting as an agent for the district in a manner that requires the person to have direct, unsupervised contact with students.

³ “Volunteer” means a person acting as a volunteer for the district in a manner that requires the person to have direct, unsupervised contact with students.

⁴ This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

Any district employee^{5}[, contractor, agent or volunteer] who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the ^{6}designated licensed administrator or the alternate designated licensed administrator, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the [insert designated licensed administrator^{7} position title] who shall report the suspected sexual conduct to the Board chair.

[If an employee fails to report suspected sexual conduct or fails to maintain confidentiality of records, the employee will be disciplined up to and including dismissal.]

When a designated licensed administrator receives a report of suspected sexual conduct by a district employee, contractor, agent or volunteer, the administrator will follow procedures established by the district and set forth in the district's administrative regulation JHFF/GBNAA-AR - Suspected Sexual Conduct Report Procedures and Form. All such reports will be reported to the Oregon Department of Education (ODE) or Teacher Standards and Practices Commission (TSPC) in accordance with such administrative regulation. The agency receiving a report will complete an investigation regardless of any changes in the relationship or duties of the person who is the alleged perpetrator.

When there is reasonable cause to support the report, a district employee suspected of sexual conduct shall be placed on paid administrative leave pending an investigation and the district will take necessary actions to ensure the student's safety.

When there is reasonable cause to support the report, a district contractor, agent or volunteer suspected of sexual conduct shall be removed from providing services to the district and the district will take necessary actions to ensure the student's safety.

The district will notify, as allowed by state and federal law, the person who was subjected to the suspected sexual conduct about any actions taken by the district as a result of the report.

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee,

⁵ {The following language in brackets, i.e., [, contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

⁶ { ORS 339.372 requires the district to post the names and contact information of the persons, i.e., a licensed administrator and an alternate licensed administrator, who are designated to receive reports of sexual conduct for a school building in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

⁷ {A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the person who initiated the report or who may have been subject to sexual conduct. If a student initiates a report of suspected sexual conduct by a district employee, contractor, agent or volunteer in good faith, the student will not be disciplined by the district or any district employee, contractor, agent or volunteer.

The district will provide to employees at the time of hire, or to a contractor, agent or volunteer at the time of beginning service for the district, the following:

1. A description of conduct that may constitute sexual conduct;
2. A description of the investigatory process and possible consequences if a report of suspected sexual conduct is substantiated; and
3. A description of the prohibitions imposed on district employees, contractors and agents when they attempt to obtain a new job, pursuant to ORS 339.378(2).

All district employees are subject to Board policy GCAB - Personal Electronic Devices and Social Media - Staff regarding appropriate electronic communications with students.

Any electronic communications with students by a contractor, agent or volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, contractors, agents or volunteers shall use district e-mail using mailing lists and/or other internet messaging approved by the district to a group of students rather than individual students or as directed by district administration. Texting or electronically communicating with a student through contact information gained as a contractor, agent or volunteer for the district is ~~[[strongly] [discouraged] [prohibited].~~

The superintendent shall develop administrative regulations to implement this policy and to comply with state law.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

[ORS 419B.005 - 419B.045](#)

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).

House Bill 2136 (2021).

Senate Bill 51 (2021).

REEDSPORT SCHOOL DISTRICT

POLICY: THREATS OF VIOLENCE

CODE: JFCM

The Board is committed to promoting healthy relationships and a safe learning environment. To this end, student threats of harm to self or others, threatening behavior or acts of violence, including threats to severely damage school property, shall not be tolerated on District property or at activities under the jurisdiction of the District.

Students shall be instructed of the responsibility to inform a teacher, counselor or administrator regarding any information or knowledge relevant to conduct prohibited by this policy. Parents and others will be encouraged to report such information to the District. Staff shall immediately notify an administrator of any threat, threatening behavior or act of violence he/she has knowledge of, has witnessed or received. All reports will be promptly investigated.

Students found in violation of this policy shall be subject to discipline up to and including expulsion. A referral to law enforcement shall be made for any infraction involving a student bringing, possessing, concealing or using a weapon or destructive device as prohibited by state and federal law and Board policy.

The principal shall, in determining appropriate disciplinary action, consider:

1. Immediately removing from the classroom setting any student who has threatened to injure another person or to severely damage school property;
2. Placing the student in a setting where the behavior will receive immediate attention from a administrator, counselor, licensed mental health professional or others;
3. Requiring the student to be evaluated by a licensed mental health professional before allowing the student to return to the classroom setting.

The principal shall ensure notification is provided to:

4. The parent of any student in violation of this policy and the disciplinary action imposed;
5. The parent of a student when the student's name appears on a targeted list that threatens violence or harm to the students on the list or when threats of violence or harm to the student are made by another student;
6. Any school employee whose name appears on a targeted list threatening violence or harm to the District employee [and when threats of violence or harm are made by a student or others].

Notification to the above shall be attempted by telephone or in person within 12 hours of discovery of a targeted list or learning of a threat. Regardless, a written follow-up notification shall be sent within 24 hours of discovery of a targeted list or learning of a threat.

The principal will provide necessary information regarding threats of violence to law enforcement, child protective services and health-care professionals in connection with a health and safety emergency if knowledge of the information is necessary to protect the health and safety of the student or other individuals. Additionally, he/she may provide such information to other school officials, including teachers, within the District or other Districts who have a legitimate educational interest in the student(s) consistent with state and federal education records laws and District policies.

The District may enter into contracts with licensed mental health professionals to perform student evaluations. Funds for evaluations or other disciplinary options as may be required by law and this policy shall be provided by the district.

END OF POLICY

Legal Reference(s):

ORS 161.015	OAR 581-021-0050 to -0075
ORS 166.210 - 166.370	OAR 581-053-0010(5)
ORS 332.107	OAR 581-053-0015(7)(k)
ORS 339.115	OAR 581-053-0545(4)(c),(w)
ORS 339.240	OAR 581-053-0550(5)(v)
ORS 339.250	
ORS 339.260	
ORS 339.327	
ORS 809.060	
ORS 809.260	

Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2006).

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400 - 1427 (2006).

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2006); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2008).

Adopted: 12/15/99

Revised: 08/19/09

OSBA Model Sample Policy

Code: JFCM

Adopted:

Threats of Violence**

The Board is committed to promoting healthy relationships and a safe learning environment. To this end, student threats of harm to self or others, threatening behavior or acts of violence, including threats to severely damage any district property, shall not be tolerated on district property or at activities under the jurisdiction of the district.

Students shall be instructed of the responsibility to inform a teacher, counselor or administrator regarding any information or knowledge relevant to conduct prohibited by this policy. Parents and others will be encouraged to report such information to the district. Staff shall immediately notify an administrator of any threat, threatening behavior or act of violence the staff member has knowledge of, has witnessed or received. All reports will be promptly investigated.

Students found in violation of this policy shall be subject to discipline up to and including expulsion. The superintendent or designee shall notify the parent or guardian of any student in violation of this policy and the disciplinary action imposed. A referral to law enforcement shall be made for any infraction involving a student bringing, possessing, concealing or using a weapon or destructive device as prohibited by state and federal law and Board policy.

The principal shall, in determining appropriate disciplinary action, consider:

1. Immediately removing from the classroom setting any student who has threatened to injure another person or to severely damage district property;
2. Placing the student in a setting where the behavior will receive immediate attention from an administrator, counselor, licensed mental health professional or others;
3. Requiring the student to be evaluated by a licensed mental health professional before allowing the student to return to the classroom setting.

The district may enter into contracts with licensed mental health professionals to perform student evaluations. Funds for evaluations, other disciplinary options or other procedures as may be required by law and this policy shall be provided by the district.

The superintendent or designee shall attempt to notify:

1. The parent or guardian of a student when the student's name appears on a targeted list at school that threatens violence or harm to the students on the list, or when threats of violence or harm to the student are made by another student at school;
2. Any district employee whose name appears on a targeted list at school threatening violence or harm to the district employee.

The superintendent or designee shall attempt to notify the above persons by telephone or in person promptly and within 12 hours of discovery of a targeted list or learning of a threat. Regardless, the

superintendent or designee shall issue a written follow-up notification within 24 hours of discovery of a targeted list or learning of a threat.

The principal will provide necessary information regarding threats of violence to law enforcement, child protective services and health care professionals in connection with a health and safety emergency if knowledge of the information is necessary to protect the health and safety of the student or other individuals. Additionally, the principal may provide such information to other school officials, including teachers within the district or other districts who have a legitimate educational interest in the student(s) consistent with state and federal education records laws and district policies.

The district or person participating in good faith in making the notification required by ORS 339.327 is immune from any liability, civil or criminal, that might otherwise be incurred or imposed with respect to the making or content of the notification.

END OF POLICY

Legal Reference(s):

[ORS 161.015](#)
[ORS 166.210 - 166.370](#)
[ORS 332.107](#)
[ORS 339.115](#)
[ORS 339.240](#)

[ORS 339.250](#)
[ORS 339.327](#)

[OAR 581-021-0050 - 021-0075](#)
[OAR 581-053-0010\(5\)](#)

[OAR 581-053-0230\(9\)\(k\)](#)
[OAR 581-053-0330\(1\)\(r\)](#)
[OAR 581-053-0430\(17\)](#)
[OAR 581-053-0531\(16\)](#)
[OAR 581-053-0630](#)

Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2018).

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2018).

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).

REEDSPORT SCHOOL DISTRICT

POLICY: EQUAL EDUCATIONAL OPPORTUNITY

CODE: JB

Every student of the district will be given equal educational opportunities regardless of age, sex, sexual orientation, race, religion, color, national origin, disability, marital status, linguistic background, culture, capability or geographic location.

Further, no student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the district. The district will treat its students without discrimination on the basis of sex as this pertains to course offerings, athletics, counseling, employment assistance and extracurricular activities.

The superintendent will designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title IX. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number will be provided to all students and employees.

The Board will adopt and the district will publish grievance procedures providing for prompt and equitable resolution of student and employee complaints under Title IX.

END OF POLICY

Legal Reference(s):

ORS 326.051

ORS 329.025

ORS 329.035

ORS 336.067

ORS 336.082

ORS 336.086

ORS 342.123

ORS Chapter 659

ORS Chapter 659A

OAR 581-021-0045

OAR 581-021-0046

OAR 581-022-1140

SB 2 (2007)

Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. Section 2000(d).

Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. Section 2000(e).

Rehabilitation Act of 1973, 29 U.S.C. Sections 791, 793 and 794.

Title IX of the Education Amendments of 1972, 20 U.S.C. Sections 1681-1683; 34 CFR Part 106 (2000).

Americans with Disabilities Act of 1990, 42 U.S.C. Sections 12101-12213; 29 CFR Part 1630 (2000); 28 CFR Part 35 (2000).

Adopted: 08/15/90

Revised: 12/19/07

Revised: 03/27/92

07/19/95

08/20/97

01/16/02

11/17/04

OSBA Model Sample Policy

Code: JB
Adopted:

Equal Educational Opportunity[**]

Every student of the district will be given equal educational opportunities regardless of age, sex, sexual orientation, gender identity, race¹, religion, color, national origin, disability, marital status, familial status, parental status, linguistic background, culture, socioeconomic status, capability or geographic location.

[The district shall develop and implement an Equal Educational Opportunity Plan that assures that][n]o student will be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the district or denied access to facilities in the district.

[A student or parent may also access and use the district's general complaint procedure through Board policy KL - Public Complaints.]

All reports, complaints or information will be investigated.

[The district will communicate the availability of policy and available complaint procedures to students and their parents through available district communication systems[,] [and] [handbooks] [and will be published to the district website and made available at the district office during regular business hours].]

A student of the district may not be subjected to retaliation by the district for the reason that the student has in good faith reported information that the student believes is evidence of a violation of a state or federal law, rule or regulation.

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 659.852	ORS 659A.406
ORS 192.630	ORS 659A.001	OAR 581-021-0045
ORS 326.051	ORS 659A.003	OAR 581-021-0046
ORS 329.025	ORS 659A.006	OAR 581-022-2310
ORS 332.107	ORS 659A.103 - 659A.145	OAR 839-003-0000
ORS 336.086	ORS 659A.400	
ORS 659.850	ORS 659A.403	

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12333 (2018).

House Bill 2935 (2021).

House Bill 3041 (2021).

¹ Race also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001 (as amended by House Bill 2935 (2021)).

Reedsport School District

Code: LBEA
Adopted: June 17, 2015

Resident Student Denial for Virtual Public Charter School Attendance**

The district will annually, by October 1¹, calculate the percentage of the number of students residing in the district, who are enrolled in a virtual public charter school not sponsored by the district. When the established percentage is more than three percent, the district will not approve additional students enrollment to a virtual public charter school, subject to the requirements in Oregon Administrative Rule (OAR) 581-026-0305 (2).

The district may send a notice of approval or disapproval to a parent² of a student who has sent a notice to the district of intent to enroll the student in a virtual public charter school not sponsored by the district (See OAR 581-026-0305 (3)).

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

1. The number of students residing in the district enrolled in the schools within the district;
2. The number of students residing in the district enrolled in 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 district to not approve a student enrollment to a virtual public charter school to the State Board of Education under OAR 581-026-0310.

END OF POLICY

¹[Per OAR 581-026-0305 (7)(a) the district must choose annual, semi-annual or other date used for calculation; dates are provided as a recommendation only.]

²“Parent” means parent, legal guardian or person in “parental relationship” as defined in Oregon Revised Statute (ORS) 339.133.

Legal Reference(s):

[ORS 338.125](#)

[OAR 581-026-0305](#)

[OAR 581-026-0310](#)

[OAR 581-022-1940 \(1\)\(b\)](#)

OSBA Model Sample Policy

Code: LBEA

Adopted:

Resident Student Denial for Virtual Public Charter School Attendance**

{This policy is required if the district plans to deny a parent notice of enrollment to attend a virtual public charter school.}

The district will {¹}[annually, [by October 1]] [semiannually, [by October 1 and April 1]] [by [December 1]], calculate the percentage of the number of students residing in the district, who are enrolled in a virtual public charter school not sponsored by the district. When the established percentage is more than three percent, the district will not approve additional students enrollment to a virtual public charter school, subject to the requirements in Oregon Administrative Rule (OAR) 581-026-0305(2).

The district may send a notice of approval or disapproval to a parent² of a student who has sent a notice to the district of intent to enroll the student in a virtual public charter school not sponsored by the district (See OAR 581-026-0305(3)). The district may respond with an approval or disapproval to a parent within [five] [eight] business days{³} of receipt of the notice from the parent.

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

1. The number of students residing in the district enrolled in the schools within the district;
2. The number of students residing in the district enrolled in 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.

¹ {Per OAR 581-026-0305(7)(a) the district must choose annual, semi-annual or other date used for calculation; dates are provided as a recommendation only.}

² “Parent” means parent, legal guardian or person in “parental relationship” as defined in Oregon Revised Statute (ORS) 339.133.

³ {If a parent does not receive a notice of approval or disapproval from the district within 14 days of sending the notice of intent to enroll to the district, the student shall be deemed approved for enrollment by the district.}

A parent may appeal a decision of a district to not approve a student enrollment to a virtual public charter school to the State Board of Education under OAR 581-026-0310.

END OF POLICY

Legal Reference(s):

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

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

Personal Electronic Devices and Social Media - Staff **

Staff possession or use of personal electronic devices on district property, in district facilities during the work day and while the staff is on duty in attendance at district-sponsored activities may be permitted subject to the limitations set forth in this policy and consistent with any additional school rules as may be established by the superintendent. At no time, whether on duty or off duty, will a personal electronic device be used in a manner that interferes with staff duty and responsibility for the supervision of students.

A “personal electronic device” is a device not issued by the district and is capable of electronically communicating, sending, receiving, storing, recording, reproducing, and/or displaying information and data.

Personal electronic devices shall be silenced during instructional or class time, while on duty or at any other time where such use of the device would cause a disruption of school activities or interfere with work assignment. Devices which have the capability to take photographs or record video or audio shall not be used for such purposes while on district property or while a staff member is on duty in district-sponsored activities, unless as expressly authorized by the principal or designee for a use directly related to and consistent with the employee’s assigned duties. Computers, tablets, iPads or similar devices brought to school will be restricted to academic activities during on duty time.

The district will not be liable for loss or damage to personal electronic devices brought to district property and district-sponsored activities.

Staff members, while on duty and off duty, will utilize social media websites public websites and blogs, judiciously by not posting confidential information about students, staff or district business.¹ Staff may not post images of district facilities, staff, students, volunteers or parents without written authorization from persons with authority to grant such a release. Staff members, while on duty and off duty, will treat fellow employees, students and the public with respect while posting on social media websites, etc., in order to prevent substantial disruption in school. Communication with students using personal electronic devices will be appropriate and professional. Communication with students using personal electronic devices regarding nonschool-related matters is prohibited during work hours and strongly discouraged at all other times. If communicating with students electronically regarding school-related matters, staff should use district e-mail using mailing lists to a group of students rather than individual students. Texting students during work hours is discouraged. Texting students while off duty is strongly discouraged.

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons with superintendent or designee approval.

Staff are subject to disciplinary action up to and including dismissal for using a personal electronic device in any manner that is illegal or violates the terms of this policy. Staff actions on social media websites, public websites and blogs, while on or off duty, which disrupt the school environment, are subject to

¹Nothing in this policy is intended in any form to limit the right of employees to engage in protected labor activities via the use of social media.

disciplinary action up to and including dismissal. A “disruption”² for purposes of this policy includes, but is not limited to, one or more parent threatens to remove their children from a particular class or particular school, actual withdrawal of a student or students from a particular class or particular school and/or a threatened or actual negative impact on the learning environment. The taking, disseminating, transferring or sharing of obscene, pornographic or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a crime under state and/or federal law. Any person taking, disseminating, transferring or sharing obscene, pornographic or otherwise illegal images or photographs, will be reported to law enforcement and/or other appropriate state or federal agencies.

Licensed staff are subject at all times to the Standards of Competent and Ethical Performance for Teachers. (See Board policy GCAA)

The superintendent shall ensure that this policy is available to all employees.

END OF POLICY

Legal Reference(s):

[ORS 167.057](#)
[ORS 163.432](#)
[ORS 163.433](#)
[ORS 163.684](#)
[ORS 163.686](#)
[ORS 163.687](#)

[ORS 163.688](#)
[ORS 163.689](#)
[ORS 163.693](#)

[ORS 163.700](#)
[ORS 326.011](#)

[ORS 326.051](#)
[ORS 332.072](#)
[ORS 332.107](#)
[ORS 336.840](#)

U.S. CONST. amend. XVIII, § 1466A
U.S. CONST. amend. XVIII, § 1470
U.S. CONST. amend. XX, § 7906
U.S. CONST. amend. XX, § 6777

Copyrights, Title 17, as amended, United States Code; 19 CFR Part 133 (2001).

Melzer v. Bd. Of Educ., City of New York, 336 F.3d 185 (2d Cir. 2003).

Ross v. Springfield Sch. Dist., No. FDA 80-1, aff'd, 56 Or. App. 197, rev'd and remanded, 294 Or. 357 (1982), order on remand (1983), aff'd, 71 Or. App. 111 (1984), rev'd and remanded, 300 Or. 507 (1986), order on second remand (1987), revised order on second remand (1988).

HR6/12/14|PH

²Ibid. p. 1

OSBA Model Sample Policy

Code: GCAB

Adopted:

Personal Electronic Devices and Social Media - Staff**

Staff possession or use of personal electronic devices on district property, in district facilities during the work day and while the staff is on duty in attendance at district-sponsored activities may be permitted subject to the limitations set forth in this policy and consistent with any additional school rules as may be established by the superintendent[or designee]. At no time, whether on duty or off duty, will a personal electronic device be used in a manner that interferes with staff duty and responsibility for the supervision of students.

[A “personal electronic device” is a device not issued by the district and is capable of electronically communicating, sending, receiving, storing, recording, reproducing, and/or displaying information and data.]

Personal electronic devices shall be silenced during instructional [or class] time, while on duty or at any other time where such use of the device would cause a disruption of school activities or interfere with a work assignment. Devices, which have the capability to take photographs or record video or audio, shall not be used for such purposes while on district property or while a staff member is on duty at district-sponsored activities, unless as expressly authorized by the principal or designee for a use directly related to and consistent with the employee’s assigned duties. Computers, tablets, iPads or similar devices brought to school will be restricted to academic activities during on duty time.

The district will not be liable for loss or damage to personal electronic devices brought to district property and district-sponsored activities.

Staff members, while on duty and off duty, will utilize social media websites, public websites and blogs, judiciously by not posting confidential information about students, staff or district business.¹ Staff may not post images of district facilities, staff, students, volunteers or parents without written authorization from persons with authority to grant such a release. Staff members, while on duty and off duty, will treat fellow employees, students and the public with respect while posting on social media websites, etc., in order to prevent substantial disruption in school.

Communication with students using personal electronic devices will be appropriate and professional. Communication with students using personal electronic devices regarding nonschool-related matters is prohibited during work hours and strongly discouraged at all other times. If communicating with students electronically regarding school-related matters, staff [should] [will] [shall] use district e-mail using mailing lists and/or other internet messaging to a group of students rather than individual students. Texting a student during work hours is [discouraged] [prohibited]. Texting a student while off duty is strongly discouraged.

¹ Nothing in this policy is intended in any form to limit the right of employees to engage in protected labor activities via the use of social media.

Exceptions to the prohibitions set forth in this policy may be made for health, safety or emergency reasons with superintendent or designee approval.

Staff are subject to disciplinary action up to and including dismissal for using a personal electronic device in any manner that is illegal or violates the terms of this policy. Staff actions on social media websites, public websites and blogs, while on or off duty, which disrupt the school environment, are subject to disciplinary action up to and including dismissal. [A “disruption”² for purposes of this policy includes, but is not limited to, one or more parent threatens to remove their children from a particular class or particular school, actual withdrawal of a student or students from a particular class or particular school and/or a threatened or actual negative impact on the learning environment.]

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

[Licensed staff are subject at all times to the Standards for Competent and Ethical Performance of Oregon Educators. (*See* Board policy GCAA)]

The superintendent shall ensure that this policy is available to all employees.

END OF POLICY

Legal Reference(s):

[ORS 163.432](#)
[ORS 163.433](#)
[ORS 163.684](#)
[ORS 163.686](#)
[ORS 163.687](#)
[ORS 163.688](#)
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[ORS 163.693](#)
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[ORS 167.057](#)
[ORS 326.011](#)
[ORS 326.051](#)
[ORS 332.072](#)
[ORS 332.107](#)

[ORS 336.840](#)
[ORS 339.372](#)

[\[OAR 584-020-0000 – 020-0035\]](#)

Senate Bill 155 (2019)

18 U.S.C. § 1466A (2018).
18 U.S.C. § 1470 (2018).
20 U.S.C. § 7131 (2018).
20 U.S.C. § 7906 (2018).

Copyrights, Title 17, as amended, United States Code (2018); 19 C.F.R. Part 133 (2019).

Melzer v. Bd. Of Educ., City of New York, 336 F.3d 185 (2d Cir. 2003).

Ross v. Springfield Sch. Dist., No. FDA 80-1, aff’d, 56 Or. App. 197, rev’d and remanded, 294 Or. 357 (1982), order on remand (1983), aff’d, 71 Or. App. 111 (1984), rev’d and remanded, 300 Or. 507 (1986), order on second remand (1987), revised order on second remand (1988).

² Ibid. p. 1

From: Julee Noel <JNoel@reedsport.k12.or.us>
Date: November 2, 2021 at 7:36:57 PM PDT
To: Jon Zwemke <jzwemke@reedsport.k12.or.us>
Subject: Bargaining contract.

Hi Jon - consistent with Article 2.C., this represents ARE's notice of intent to bargain a successor agreement with the district. At your earliest convenience, let's meet to discuss the process and timing of bargaining. Thank you.

Julee



**COALITION OF
OREGON SCHOOL
ADMINISTRATORS**

Professional Learning

41ST ANNUAL OREGON SCHOOL LAW CONFERENCE

DECEMBER 1-3, 2021 • GRADUATE EUGENE



UNIVERSITY OF
OREGON

December 1–3, 2021

2021 Oregon School Law Conference

Pre-Conference Sessions – December 1, 2021

- 8:00 to 4:00 - Equity I & II for Administrators
- 8:30 to 4:30 - Oregon School Law and Finance (class for out of state licensing)
- 9:00 to 1:00 - New Principals Academy
- 1:00 to 4:00 - Student Rights and Discipline
- 1:00 to 4:00 - Back to Basics: Employee Discipline & Dismissal
- 1:00 to 4:00 - Nuts and Bolts: Special Education
- 1:00 to 4:00 - Legal Issues Impacting Oregon Small Schools (hosted by OSSA)

Oregon School Law and Finance Seminar 2021 - This is a 2-credit course which is held in conjunction with the COSA Oregon School Law Conference meets the TSPC law and finance requirements for out-of-state administrators. It is designed to provide school personnel with up-to-date information on legal and financial issues critical to Oregon schools. Please note that additional work is required after attending the COSA Conference. The \$480 fee is for the University of Oregon academic credit. The Law Conference on December 2-3 is a requirement to receive credit for the University of Oregon course. Participants will need to register for both the University of Oregon class and the Law Conference as a participant for \$219. Registration available soon.

If you are registering someone other than yourself or need to register a group, please contact Sera Lockwood, sera@cosa.k12.or.us or call the COSA office at 503-581-3141 and we will process their registrations. Breakfast and Lunch are provided on December 2nd. Breakfast and Grab and go....are provided on December 3rd. Not yet a COSA member? Join now and start taking advantage of exclusive benefits that help you to enhance and ensure your success as an educational leader. If you have any registration questions or cancellations please e-mail sera@cosa.k12.or.us.

Location

[Graduate Eugene](#)

66 E 6th Ave, Eugene, OR 97401

Lodging

Booking Link: [Graduate Eugene Booking Link - COSA Law Conference](#)

Reservations: 844-888-4723 and
reference Group: COSA Law Conference
Cutoff Date: Tuesday, November 9, 2021

Exhibitors

[Click here](#) to apply for exhibit space.