



Division 22 Standards for Public Elementary and Secondary Schools 2014-2015 Assurances

Instructions for Completing Form

In response to requests to lessen the reporting burden of districts, the 2014-2015 Assurances submission will include responses to questions about five Oregon Administrative Rules.

- a. OAR 581-022-1134 Modified Diploma
- b. OAR 581-022-1140 Equal Educational Opportunities
- c. OAR 581-022-1620 Instructional Hours
- d. OAR 581-022-1723 Teacher and Administrator Evaluation and Support
- e. OAR 581-022-1941 Complaint Policy

Districts are still expected to report to their communities regarding compliance to ALL Division 22 standards by **January 15, 2015**, as required by OAR 581-022-1610. Districts should complete this form and upload it to the Indistar system by **February 13, 2015**.

1. Determine your district's compliance with the five Oregon Administrative Rules (OARs) located in Chapter 581, Division 22. The OARs are available for review in ODE's 2015 Quick Reference guide or on the Secretary of State's webpage at http://arcweb.sos.state.or.us/pages/rules/oars_500/oar_581/581_022.html.
2. Identify areas of compliance and non-compliance by checking the appropriate boxes in the chart below.
3. Create a plan that details how your district will correct the identified areas of non-compliance. Provide the plan in the expandable text box.
4. Complete the questions related to the five OARs.
5. Certify that your district's annual report was presented to the community, as required by the Department of Education. Please include evidence (such as school board minutes or a newspaper article) with this completed assurance form. This evidence should document that the report was made to the community.
6. Obtain your District Superintendent's signature on this Assurance Form.
7. Upload the completed (and signed) Assurance Form with any necessary attachments to the Indistar system, <http://www.indistar.org> by **February 13, 2015**. Directions for uploading the document(s) are provided at the end of this form.

Please note: The Oregon Department of Education does not require that districts submit evidence of compliance at this time. Any files, documents, or artifacts collected during the assurances process are at the discretion of the local district.

If you have questions or need further assistance, please email Andrea Morgan, Education Specialist, at andrea.morgan@state.or.us or call (503) 947-5772.

Sheridan School District 48J

School District
Yamhill

County



Division 22
Standards for Public
Elementary and Secondary Schools
2014-2015 Assurance Form

I hereby certify that Sheridan School District 48J has completed and presented its annual report to the community and is in compliance with and implementing as required, **all** of the applicable Standards for Public Elementary and Secondary Schools as set out in OAR Chapter 581, Division 22.

581-022-1134 Modified Diploma

The district ☒ is ☐ is not fully compliant with OAR 581-022-1134.

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Is this school district meeting the requirements of OAR 581-022-1134 relating to the modified diploma?
<input type="checkbox"/>	<input type="checkbox"/>	2. Is the school district granting eligibility for a modified diploma only to those students who have:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. A documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers; or
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b. A documented history of a medical condition that creates a barrier to achievement.

581-022-1140 Equal Educational Opportunities

The district ☒ is ☐ is not fully compliant with OAR 581-022-1140.

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Has your district school board adopted a policy in accordance with ORS 339.356 prohibiting harassment, intimidation or bullying and prohibiting cyberbullying?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Does your district have a clear statement prohibiting discrimination against any person in the public schools and programs of the district. "Discrimination" means any act that unreasonably differentiates treatment, intended or unintended, or any act that is fair in form but discriminatory in operation, either of which is based on age, disability, national origin, race, color, marital status, religion, sex or sexual orientation.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Is this statement visible on your district's web page and included in all student, parent and employee handbooks?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Has your district developed and implemented a plan for identifying students whose primary language is other than English and provided such students with appropriate programs until they are able to use the English language in a manner that allows effective and relevant participation in regular classroom instruction and other educational activities?

581-022-1620 Instructional Hours

The district ☒ is ☐ is not fully compliant with OAR 581-022-1620.

7. Based on your school calendar, how many instructional hours are you currently offering for:

Kindergarten	910.0	Grade 5	910.0	Grade 9	1,035.0
Grade 1	910.0	Grade 6	975.0	Grade 10	1,029.0
Grade 2	910.0	Grade 7	975.0	Grade 11	1,024.0
Grade 3	910.0	Grade 8	975.0	Grade 12	1,016.0
Grade 4	910.0	Click to copy Grade 1 to all grades➔ Copy Entries			

8. How many hours of Parent Teacher Conferences are you including in your current calculation of instructional time for:

Kindergarten	39.0	Grade 5	39.0	Grade 9	39.0
Grade 1	39.0	Grade 6	39.0	Grade 10	39.0
Grade 2	39.0	Grade 7	39.0	Grade 11	39.0
Grade 3	39.0	Grade 8	39.0	Grade 12	39.0
Grade 4	39.0	Click to copy Grade 1 to all grades→ Copy Entries			

9. How many hours of professional development are you including in your current calculation of instructional time for:

Kindergarten	30.0	Grade 5	30.0	Grade 9	30.0
Grade 1	30.0	Grade 6	30.0	Grade 10	30.0
Grade 2	30.0	Grade 7	30.0	Grade 11	30.0
Grade 3	30.0	Grade 8	30.0	Grade 12	30.0
Grade 4	30.0	Click to copy Grade 1 to all grades→ Copy Entries			

10. Has your local school board authorized the district to include professional development in the calculation of instructional time?

☒

Yes

☐

No

11. Has your local school board authorized the district to reduce instructional time for twelfth grade students?

☒

Yes

☐

No

12. What percentage of the district's students are enrolled in a full day of school for:

NOTE REGARDING QUESTION 12—ODE has proposed a rule change that would require districts to ensure 90% of students are scheduled in a full day of school. While the proposed rule will require 90% at the district level, ODE requests information here at grade level. Question 12 is included to gather information and get a clearer understanding of where districts currently stand in relation to the proposed revision. Districts responding to question 12 with an answer that is less than 90% will not be out of compliance for purposes of the 2014-15 Division 22 Assurances.

Kindergarten	100	Grade 5	100	Grade 9	100
Grade 1	100	Grade 6	100	Grade 10	100
Grade 2	100	Grade 7	100	Grade 11	100
Grade 3	100	Grade 8	100	Grade 12	100
Grade 4	100	Click to copy Grade 1 to all grades → Copy Entries			

581-022-1723 Teacher and Administrator Evaluation and Support

The district ☒ is ☐ is not fully compliant with OAR 581-022-1723.

Yes	No	
		13. The district evaluation and support system is aligned with the five elements of the Oregon Framework for Teacher and Administrator Evaluation and Support Systems and includes:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. Standards of Professional Practice
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b. Differentiated Performance Levels
<input checked="" type="checkbox"/>	<input type="checkbox"/>	c. Multiple Measures
<input checked="" type="checkbox"/>	<input type="checkbox"/>	d. Evaluation and Professional Growth Cycle
<input checked="" type="checkbox"/>	<input type="checkbox"/>	e. Aligned Professional Learning
<input checked="" type="checkbox"/>	<input type="checkbox"/>	14. The district has a plan to monitor progress and refine the local evaluation and support system.

581-022-1941 Complaint Policy

The district ☒ is ☐ is not fully compliant with OAR 581-022-1941.

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	15. Has your district adopted and implemented a process for resolving complaints by a person who resides in the district or by any parent or guardian of a student who attends school in the school district?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	16. Is the process in writing and can it be found by parents and community members?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	17. Does the process clearly state who is responsible for responding to the complaint at each level of the complaint process?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	18. Does the process clearly establish the time frame for the district to complete each step of the process?
		19. For complaints that may be appealed to ODE pursuant OAR 581-022-1940, does the district's complaint process:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	a. Clearly state at what step the district's decision is final?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b. Require the final decision be in writing and clearly establish the legal basis for the decision, findings of fact and conclusions of law?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	c. Require the complainant be given notice of the right to appeal the final decision to ODE under OAR 581-022-1940?

Please list any of the five Division 22 rule(s) included in this 2014-2015 report, including the OAR number and title, with which the district is not in compliance and detailed plans to correct. Attach a separate document if necessary.

SIGNED ASSURANCES

I certify that any Division 22 rules with which the district does not yet comply are noted. An explanation of why the district is not in compliance and a plan for correcting the deficiency (or deficiencies) is attached.

I hereby certify that the district's annual report was presented to the community on 01/21/2015, as required by OAR 581-022-0807. Evidence (school board minutes or a newspaper article) is attached.

I further certify that all representations in this Assurance Form are true and correct to the best of my knowledge.

Steven Sugg

Name of District Superintendent

Signature

Steven Sugg

Name of person completing form

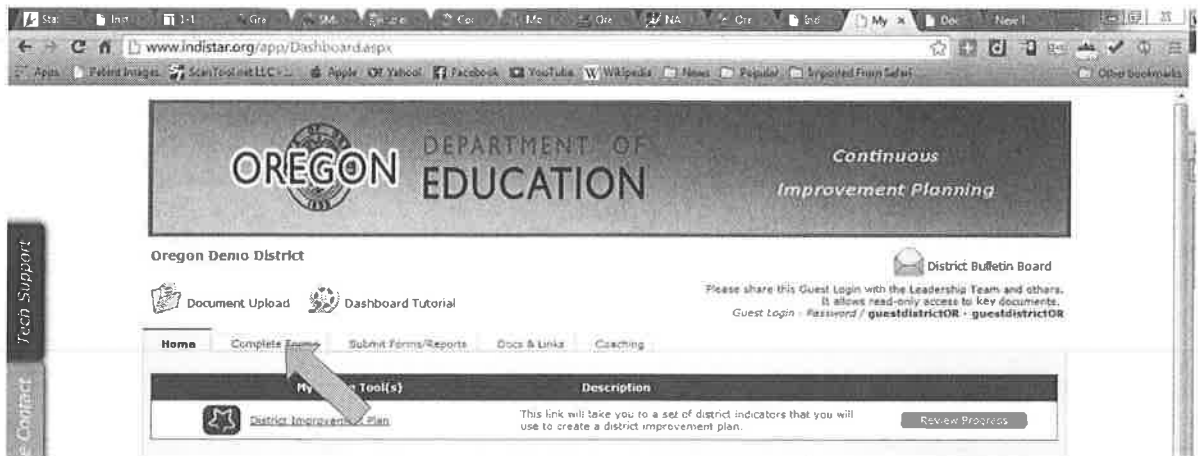
Date

**Please return the 2014-2015 Assurance Form by February 15, 2015 to:
<http://www.indistar.org>**

UPLOADING DIVISION 22 ASSURANCES TO INDISTAR

Your Division 22 Assurances form is a PDF Document that is found under "Complete Forms" on the Indistar Dashboard.

Start by logging into Indistar at www.Indistar.org in your web browser. Your login information is available from your district security administrator.



Use the link to open the form and complete it. In order to save the changes you make to it, follow these steps:

1. Use the link to open the PDF form.
2. Click on the "save" icon in the upper left corner of the PDF.
3. Navigate to the folder where you will save it on your computer, and give it a name (e.g. "2015 Div.22 Assurances").
4. Open the document from where you have saved it on your computer.
5. Make the needed changes to the document.
6. Save and close it.
7. Click on "Upload a New File."



8. Follow the instructions in the "Upload a New File" to upload your renamed document to Indistar.

Oregon Demo District - Document Upload [Back to Dashboard](#)

Upload a New File

Document Type: ☒ New File No file chosen

Allowed File Types: doc, docx, xls, xlsx, pdf, ppt, pptx, txt, limit 100 MB

Note: For browser compatibility, any spaces in the file name of the file you are uploading will be replaced with underscores "_".

Title:

Maximum title length is 100 characters

Add in Folder: or create a new folder:

(optional) Maximum folder name length is 100 characters

Description:

Uploaded By:

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