

MEDFORD SCHOOL DISTRICT 549C  
JACKSON COUNTY, OREGON  
***ALL are Learning and Learning is for ALL***

**Regular Meeting OF THE BOARD OF DIRECTORS**

Thursday, April 25, 2024 - 5:30 PM  
Oakdale Middle School Room 230  
815 S. Oakdale Ave.  
Medford, OR 97501

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**AGENDA**

*This meeting will take place in person. The public may also view the School Board meeting via the following link: <https://portal.stretchinternet.com/msbm/>. Citizen comments will be accepted in-person and via Zoom at this link <https://medfordsd.zoom.us/j/97288598513>. To speak to the Board, please register here by noon on the meeting date and indicate if you will be speaking in-person (onsite) or virtually. Registration names must match the screen name when presenting citizen comments virtually. If the district does not receive requests to speak to the Board virtually by noon on the meeting date, the Zoom webinar will not be launched. The Board will accept written citizen comments sent via email. All written comments sent to [citizencomment@medford.k12.or.us](mailto:citizencomment@medford.k12.or.us) by noon on the meeting date will be read by the Board prior to the meeting.*

1. **Call to Order / Pledge of Allegiance / Roll Call**
2. **Agenda Adjustments and Approval**
3. **Recognitions** 3
  - a. SMHS Bowling
  - b. SMHS Dance Team
4. **Recess**
5. **Citizen Comments**
  - a. *School Board meetings are meetings of the School Board held in public, not meetings with the public. As a general rule, the Board will not engage in discussion with the public during this portion of the meeting. Please rest assured that all comments are carefully considered and will help guide future Board action. When your name is called, come forward to the table and state your name and identify the organization, if any, that you represent. Keep your remarks brief and respect the three-minute time limit. Complaints about staff members cannot be discussed in open session and must be handled through a complaint procedure.*
6. **Items for Information & Discussion / Board Action Items**
  - a. Budget Amendment #3-2023-24 4
  - b. Budget Timeline and Update 14
  - c. Legislative Priorities 15
  - d. School Board Policies - *second reading* 16
7. **Consent Agenda**
  - a. Staff Assignment Report 22
  - b. Minutes from previous Board meeting 24
8. **Board Reports**
9. **Announcements**
  - a. May 2, 2024 - Budget Committee Meeting - Oakdale Middle School - 5:30 PM

b. May 9, 2024 - Work Session - Oakdale Middle School - 5:30 PM

**10. Announce Executive Session and Recess Public Meeting**

**11. Executive Session**

a. ORS 192.660(2)(i) - *To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member, who does not request an open hearing.*

**12. Return to Public Meeting**

**13. Adjournment**

*The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Superintendent's office at (541) 842-3621 or [superintendent.office@medford.k12.or.us](mailto:superintendent.office@medford.k12.or.us).*



## EXECUTIVE SUMMARY

<b>Meeting Date:</b>	April 25, 2024
<b>Agenda Item:</b>	Recognitions
<b>Item Type:</b>	Board Recognitions
<b>Administrator:</b>	Bret Champion, Natalie Hurd
<b>Objective:</b>	Recognize SMHS Bowling and Dance State Championship Placers

### **Background:**

There are many outstanding students and staff in the Medford School District, and the Medford School District Board of Directors takes time in each regularly scheduled Board meeting to celebrate many of them. Students may be recognized for a variety of areas, including academics, athletics, arts, career and technical education, and music, or as nominated by school district staff. Staff members may also be nominated for exemplary contributions to the district.

Tonight, we celebrate:

### **SMHS Bowling Team State Placers**

South Medford High School - Head Coach Paul Lewinsky & Coach Vicki Fillmore

- Jacob Bruff - 5th place
- Kady Garcia - 3rd place
- Seth Meyer
- Samantha Osuna

### **SMHS Dance Team State - 3rd Place**

South Medford High School - Head Coach Abbagayle Long

- Gabriella Ayres
- Eryn Burgess
- Jenna Clark
- Ocean Demmin-Ferneau
- Tatum Edgar
- Kylie Gonzales
- Phoebe Kondziela
- Chloe Leavens
- Savannah Overbeck
- Olivia Skelton
- Clair Spence
- Olivia Smith
- Kendra Taylor
- Aubree Vanderhoff
- Emilia Williams



**EXECUTIVE SUMMARY**

<b>Meeting Date:</b>	April 25, 2024
<b>Agenda Item:</b>	Budget Amendment #3-2023-24
<b>Item Type:</b>	Action
<b>Administrator:</b>	Brad Earl, John Petach
<b>Objective:</b>	Review and Approve Budget Amendment #3-2023-24

**Background:** The adopted budget is built on a series of assumptions around both estimated revenues and expenses. When actual events vary from those assumptions, it sometimes becomes necessary to amend the budget by increasing or decreasing appropriations or to transfer appropriation authority from one fund to another or between appropriation categories within the same fund. A transfer of appropriation authority is a decrease of one existing appropriation and a corresponding increase of another existing appropriation, with no net change in the amount of all appropriations (ORS 294.450).

For the 2023-24 budget, the net result of the third set of recommended amendments across all funds is summarized in this document.

There is no change to the General Fund ending Fund Balance in this amendment

	<b><u>FY 2023-24 General Fund Budget</u></b>		
	<u>Amended #2</u>	<u>Amended #3</u>	<u>Change</u>
Beginning Balance	\$ 24,139,326	\$ 24,139,326	\$ 0
Budget Surplus/<Deficit>	<\$7,961,538>	<\$7,961,538>	\$ 0
Ending Fund Balance	\$16,177,788	\$16,177,788	\$ 0

A spreadsheet roadmap is attached detailing all the proposed changes to various fund types.

I recommend the Board approve the following set of amendments.

**Amendment #3A – Amendment to increase Special Revenue State Sources and Instruction spending \$903,992**

This amendment recognizes the recently awarded State Literacy grant.

**Amendment #3B – In the Special Revenue Fund, increase Federal Sources and Facilities Acquisition/Construction \$9,900,000**

This amendment reflects the timing of completion of ESSER projects. The 2022-23 actual ESSER spending of \$15.6 million was under the 2022-23 budgeted amount of \$26.5 million by \$9.9 million. This is just due to the combination of timing of completion of projects and using bond proceeds to pay for OMS costs first before using ESSER funds.

There is no change to the total \$51.3 million of ESSER funding across the three ESSER grants or specific projects to be completed; it is just recognizing the timing of spending on those projects.

**Amendment #3C – Amendment to reflect Special Revenue Fund Grant changes. Increase State Sources \$1,359,214, increase Instruction spending \$549,214, increase support service spending \$600,000 and increase Community Service spending \$210,000**

This largest change was in the SIA grant which was revised in the fall of 2023 and this amendment reflects the revised amounts. This amendment does not change Special Revenue Fund Contingency.

**Amendment #3D – Amendment to increase General Fund State Sources and Instruction spending \$250,000**

This amendment reflects the 03/19/2024 updated state school fund forecast and updated charter school pass through. This amendment has no impact on General Fund Contingency.

**Amendment #3E – Amendment to increase General Fund Transfers Out to Other Funds \$800,000, decrease Instruction Expense \$600,000, decrease Support Services \$200,000 increases Special Revenue Transfers In From Other Funds \$800,000 and increases Special Revenue Fund Contingency \$800,000**

Oregon Revised Statute (ORS) 455.400 states, “subject to the availability of funding, all seismic rehabilitations or other actions to reduce seismic risk must be completed before January 1, 2032.” Due to higher than anticipated bid costs for the NMHS gym seismic upgrade, the district needs to increase its contribution to the total project by \$800,000. Original cost estimate was \$3.25 million split \$2.5 million or 77% grant funded and \$0.75 million or 23% district funded. The revised cost estimate is \$4.05 million, \$2.5 million or 62% grant funded and \$1.55 million or 38% District Funded.

Because of temporary staffing vacancies during the year, the budget for General Fund Instruction expense will be reduced \$600,000 and the budget for General Fund Support Services will be reduced \$200,000. Because of these cost reductions, there will be no impact to General Fund Contingency from this budget amendment.

**General Fund – Increase state sources \$250,000, decrease instruction expense \$350,000, decrease Support Service expense \$200,000 and increase transfers out to other funds \$800,000. There is no impact to General Fund Contingency from this amendment.**

**Special Revenue Fund – Increase state sources \$2,263,206, increase Federal Sources \$9,900,000, increase transfers in from other funds \$800,000, increase Instruction spending \$1,453,206, increase Support Service spending \$600,000 and increase Community Services spending \$210,000, increase Facilities Acquisition/Construction \$9,900,000 and increase Contingency \$800,000.**

**Additional Materials:** [Budget Amendment Roadmap](#)

**Recommendation:** Recommending approval of the budget amendment.

**Suggested Motion:** *“I move to authorize budget amendments and appropriation transfers for the Medford School District’s 2023-24 budget as presented in Budget Amendment #3-2023-24.”*

FY23-24 Budget Amendment #3  
 Medford School District 549C  
 4/26/2024

		Total #1	Total #2	3A	3B	3C	3D	3E	Total #3	
	FY23-24 Budget	Budget Amendment #1 Summary	Budget Amendment #2 Summary	Budget New Literacy Grant	Rebudget ESSER III Revenue and Expense	Increased Special Revenue Grant Amounts (Primarily SIA)	Updated SSF Forecast	Increase NMHS GYM Seismic upgrade Contribution. Recognize vacancy savings.	Total Budget Amendment #3	FY23-24 Amended Budget after Amendment #3
<b>General Fund</b>										
<b>Resources</b>										
Beginning Fund Balance	18,782,285	5,357,041	-						-	24,139,326
Current Year Property Taxes	44,036,750	-	-						-	44,036,750
Other Local Sources	4,835,000	-	-						-	4,835,000
Intermediate Sources	3,253,589	-	150,000						-	3,403,589
State Sources	119,481,326	4,200,000	-				250,000	-	250,000	123,931,326
Federal Sources	130,000	-	-						-	130,000
Transfers In	550,000	-	-						-	550,000
All Other Budget Resources	-	1,500,000	-						-	1,500,000
<b>Total Resources</b>	<b>191,068,950</b>	<b>11,057,041</b>	<b>150,000</b>			-	<b>250,000</b>	-	<b>250,000</b>	<b>202,525,991</b>
<b>Requirements</b>										
Instruction	104,300,482	4,721,920	665,789			-	250,000	(600,000)	(350,000)	109,338,192
Support Services	63,399,532	1,813,082	1,122,398					(200,000)	(200,000)	66,135,012
Community Service	-	-	-						-	-
Facilities Acquisition/Construction	-	1,615,000	-						-	1,615,000
Other Uses - Debt Service	-	-	-						-	-
Other Uses: Transfers Out	6,585,000	1,400,000	475,000					800,000	800,000	9,260,000
Contingency	16,783,936	1,507,039	(2,113,187)					-	-	16,177,788
Unappropriated Fund Balance & Reserves	-	-	-						-	-
<b>Total Requirements</b>	<b>191,068,950</b>	<b>11,057,041</b>	<b>150,000</b>			-	<b>250,000</b>	-	<b>250,000</b>	<b>202,525,991</b>

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<b>Special Revenue Fund</b>										
<b>Resources</b>										
Beginning Fund Balance	10,291,334	2,838,217	-	-	-	-	-	-	-	13,129,550
Current Year Property Taxes	-	-	-	-	-	-	-	-	-	-
Other Local Sources	1,690,000	-	-	-	-	-	-	-	-	1,690,000
Intermediate Sources	11,331	-	-	-	-	-	-	-	-	11,331
State Sources	20,092,682	-	518,000	903,992	-	1,359,214	-	-	2,263,206	22,873,888
Federal Sources	20,336,362	-	-	-	9,900,000	-	-	-	9,900,000	30,236,362
Transfer In	5,933,000	1,400,000	(43,000)	-	-	-	-	800,000	800,000	8,090,000
<b>Total Resources</b>	<b>58,354,708</b>	<b>4,238,217</b>	<b>475,000</b>	<b>903,992</b>	<b>9,900,000</b>	<b>1,359,214</b>	<b>-</b>	<b>800,000</b>	<b>12,963,206</b>	<b>76,031,131</b>
<b>Requirements</b>										
Instruction	24,791,418	-	(1,650,000)	903,992	-	549,214	-	-	1,453,206	24,594,624
Support Services	13,513,352	500,000	-	-	-	600,000	-	-	600,000	14,613,352
Community Services	6,254,378	1,000,000	300,000	-	-	210,000	-	-	210,000	7,764,378
Facilities Acquisition/Construction	8,543,560	1,900,000	475,000	-	9,900,000	-	-	-	9,900,000	20,818,560
Other Uses - Debt Service	-	-	-	-	-	-	-	-	-	-
Other Uses: Transfers Out	550,000	-	-	-	-	-	-	-	-	550,000
Contingency	4,293,608	838,217	1,350,000	-	-	-	-	800,000	800,000	7,281,824
Unappropriated Fund Balance & Reserves	408,393	-	-	-	-	-	-	-	-	408,393
<b>Total Requirements</b>	<b>58,354,708</b>	<b>4,238,217</b>	<b>475,000</b>	<b>903,992</b>	<b>9,900,000</b>	<b>1,359,214</b>	<b>-</b>	<b>800,000</b>	<b>12,963,206</b>	<b>76,031,131</b>

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<b>Debt Service Fund</b>										
<b>Resources</b>										
Beginning Fund Balance	1,431,179.86	(36,042)	-	-	-	-	-	-	-	1,395,138
Current Year Property Taxes	12,422,050.00	-	-	-	-	-	-	-	-	12,422,050
Other Local Sources	4,809,693.00	-	-	-	-	-	-	-	-	4,809,693
Intermediate Sources	-	-	-	-	-	-	-	-	-	-
State Sources	-	-	-	-	-	-	-	-	-	-
Federal Sources	-	-	-	-	-	-	-	-	-	-
Transfer In	1,170,000.00	-	-	-	-	-	-	-	-	1,170,000
All Other Budget Resources	-	-	-	-	-	-	-	-	-	-
<b>Total Resources</b>	<b>19,832,922.86</b>	<b>(36,042)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,796,881</b>
<b>Requirements</b>										
Instruction	-	-	-	-	-	-	-	-	-	-
Support Services	-	-	-	-	-	-	-	-	-	-
Community Services	-	-	-	-	-	-	-	-	-	-
Facilities Acquisition/Construction	-	-	-	-	-	-	-	-	-	-
Other Uses - Debt Service	18,735,668.00	1,000	-	-	-	-	-	-	-	18,736,668
Other Uses: Transfers Out	-	-	-	-	-	-	-	-	-	-
Contingency	1,097,254.86	(37,042)	-	-	-	-	-	-	-	1,060,213
Unappropriated Fund Balance & Reserves	-	-	-	-	-	-	-	-	-	-
<b>Total Requirements</b>	<b>19,832,922.86</b>	<b>(36,042)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,796,881</b>

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		Total #1	Total #2	3A	3B	3C	3D	3E	Total #3	
	FY23-24 Budget	Budget Amendment #1 Summary	Budget Amendment #2 Summary	Budget New Literacy Grant	Rebudget ESSER III Revenue and Expense	Increased Special Revenue Grant Amounts (Primarily SIA)	Updated SSF Forecast	Increase NMHS GYM Seismic upgrade Contribution. Recognize vacancy savings.	Total Budget Amendment #3	FY23-24 Amended Budget after Amendment #3
<b>Capital Projects Fund</b>										
<b>Resources</b>										
Beginning Fund Balance	476,580.76	(82,372)	-	-	-	-	-	-	-	394,209
Current Year Property Taxes	-	-	-	-	-	-	-	-	-	-
Other Local Sources	32,000.00	-	-	-	-	-	-	-	-	32,000
Intermediate Sources	-	-	-	-	-	-	-	-	-	-
State Sources	-	-	-	-	-	-	-	-	-	-
Federal Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
All Other Budget Resources	-	-	-	-	-	-	-	-	-	-
<b>Total Resources</b>	<b>508,580.76</b>	<b>(82,372)</b>	-	-	-	-	-	-	-	<b>426,209</b>
<b>Requirements</b>										
Instruction	-	-	-	-	-	-	-	-	-	-
Support Services	-	-	-	-	-	-	-	-	-	-
Community Services	-	-	-	-	-	-	-	-	-	-
Facilities Acquisition & Construction	105,482.00	-	-	-	-	-	-	-	-	105,482
Other Uses - Debt Service	-	-	-	-	-	-	-	-	-	-
Other Uses: Transfers Out	-	-	-	-	-	-	-	-	-	-
Contingency	403,098.76	(82,372)	-	-	-	-	-	-	-	320,727
Unappropriated Fund Balance & Reserves	-	-	-	-	-	-	-	-	-	-
<b>Total Requirements</b>	<b>508,580.76</b>	<b>(82,372)</b>	-	-	-	-	-	-	-	<b>426,209</b>

FY23-24 Budget Amendment #3  
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		Total #1	Total #2	3A	3B	3C	3D	3E	Total #3	
	FY23-24 Budget	Budget Amendment #1 Summary	Budget Amendment #2 Summary	Budget New Literacy Grant	Rebudget ESSER III Revenue and Expense	Increased Special Revenue Grant Amounts (Primarily SIA)	Updated SSF Forecast	Increase NMHS GYM Seismic upgrade Contribution. Recognize vacancy savings.	Total Budget Amendment #3	FY23-24 Amended Budget after Amendment #3
<b>Health Insurance</b>										
<b>Resources</b>										
Beginning Fund Balance	3,860,161	(1,950,744)	-	-	-	-	-	-	-	1,909,417
Current Year Property Taxes	-	-	-	-	-	-	-	-	-	-
Other Local Sources	21,859,065	-	-	-	-	-	-	-	-	21,859,065
Intermediate Sources	-	-	-	-	-	-	-	-	-	-
State Sources	-	-	-	-	-	-	-	-	-	-
Federal Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
All Other Budget Resources	-	-	-	-	-	-	-	-	-	-
<b>Total Resources</b>	<b>25,719,226</b>	<b>(1,950,744)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,768,482</b>
<b>Requirements</b>										
Instruction	-	-	-	-	-	-	-	-	-	-
Support Services	21,859,065	-	1,200,000	-	-	-	-	-	-	23,059,065
Community Services	-	-	-	-	-	-	-	-	-	-
Facilities Acquisition & Construction	-	-	-	-	-	-	-	-	-	-
Other Uses - Debt Service	-	-	-	-	-	-	-	-	-	-
Other Uses: Transfers Out	-	-	-	-	-	-	-	-	-	-
Contingency	3,860,161	(1,950,744)	(1,200,000)	-	-	-	-	-	-	709,417
Unappropriated Fund Balance & Reserves	-	-	-	-	-	-	-	-	-	-
<b>Total Requirements</b>	<b>25,719,226</b>	<b>(1,950,744)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,768,482</b>

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	FY23-24 Budget	Budget Amendment #1 Summary	Budget Amendment #2 Summary	Budget New Literacy Grant	Rebudget ESSER III Revenue and Expense	Increased Special Revenue Grant Amounts (Primarily SIA)	Updated SSF Forecast	Increase NMHS GYM Seismic upgrade Contribution. Recognize vacancy savings.	Total Budget Amendment #3	FY23-24 Amended Budget after Amendment #3
<b>Trust and Agency Fund</b>										
<b>Resources</b>										
Beginning Fund Balance	2,329,589.56	(78,979)	-	-	-	-	-	-	-	2,250,610
Current Year Property Taxes	-	-	-	-	-	-	-	-	-	-
Other Local Sources	2,047,361.00	-	-	-	-	-	-	-	-	2,047,361
Intermediate Sources	-	-	-	-	-	-	-	-	-	-
State Sources	-	-	-	-	-	-	-	-	-	-
Federal Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	-	-	-	-
All Other Budget Resources	-	-	-	-	-	-	-	-	-	-
<b>Total Resources</b>	<b>4,376,950.56</b>	<b>(78,979)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,297,971</b>
<b>Requirements</b>										
Instruction	2,127,512.00	-	-	-	-	-	-	-	-	2,127,512
Support Services	-	-	-	-	-	-	-	-	-	-
Community Services	-	-	-	-	-	-	-	-	-	-
Facilities Acquisition & Construction	-	-	-	-	-	-	-	-	-	-
Other Uses - Debt Service	-	-	-	-	-	-	-	-	-	-
Other Uses: Transfers Out	-	-	-	-	-	-	-	-	-	-
Contingency	2,249,438.56	(78,979)	-	-	-	-	-	-	-	2,170,459
Unappropriated Fund Balance & Reserves	-	-	-	-	-	-	-	-	-	-
<b>Total Requirements</b>	<b>4,376,950.56</b>	<b>(78,979)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,297,971</b>

FY23-24 Budget Amendment #3  
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<b>TOTAL ALL FUNDS</b>										
<b>Resources</b>										
Beginning Fund Balance	37,171,130	6,047,121	-	-	-	-	-	-	-	43,218,251
Current Year Property Taxes	56,458,800	-	-	-	-	-	-	-	-	56,458,800
Other Local Sources	35,273,119	-	-	-	-	-	-	-	-	35,273,119
Intermediate Sources	3,264,920	-	150,000	-	-	-	-	-	-	3,414,920
State Sources	139,574,008	4,200,000	518,000	903,992	-	1,359,214	250,000	-	2,513,206	144,292,008
Federal Sources	20,466,362	-	-	-	9,900,000	-	-	-	9,900,000	20,466,362
Transfers In	7,653,000	1,400,000	(43,000)	-	-	-	-	800,000	800,000	9,010,000
All Other Budget Resources	-	1,500,000	-	-	-	-	-	-	-	1,500,000
<b>Total Resources</b>	<b>299,861,338</b>	<b>13,147,121</b>	<b>625,000</b>	<b>903,992</b>	<b>9,900,000</b>	<b>1,359,214</b>	<b>250,000</b>	<b>800,000</b>	<b>13,213,206</b>	<b>313,008,459</b>
<b>Requirements</b>										
Instruction	131,219,412	4,721,920	(984,211)	903,992	-	549,214	250,000	(600,000)	1,103,206	134,957,121
Support Services	98,771,949	2,313,082	2,322,398	-	-	600,000	-	(200,000)	400,000	103,407,429
Community Services	6,254,378	1,000,000	300,000	-	-	210,000	-	-	210,000	7,554,378
Facilities Acquisition & Construction	8,649,042	3,515,000	475,000	-	9,900,000	-	-	-	9,900,000	12,639,042
Other Uses - Debt Service	18,735,668	1,000	-	-	-	-	-	-	-	18,736,668
Other Uses: Transfers Out	7,135,000	1,400,000	475,000	-	-	-	-	800,000	800,000	9,010,000
Contingency	28,687,497	196,119	(1,963,187)	-	-	-	-	800,000	800,000	26,920,428
Unappropriated Fund Balance & Reserves	408,393	-	-	-	-	-	-	-	-	408,393
<b>Total Requirements</b>	<b>299,861,338</b>	<b>13,147,121</b>	<b>625,000</b>	<b>903,992</b>	<b>9,900,000</b>	<b>1,359,214</b>	<b>250,000</b>	<b>800,000</b>	<b>13,213,206</b>	<b>313,008,459</b>



## EXECUTIVE SUMMARY

<b>Meeting Date:</b>	April 25, 2024
<b>Agenda Item:</b>	Budget Update & Timeline
<b>Item Type:</b>	Report
<b>Administrator:</b>	Brad Earl
<b>Objective:</b>	Provide an update on the budget and timeline for 2024-25 and 2025-26

### **Background:**

School Districts in Oregon and across the nation are facing fiscal challenges as they build their budgets for 2024-25 and beyond. These challenges are primarily driven by:

- Inadequate state funding in the face of inflation driven cost increases;
- More unfunded state mandates;
- Decreased enrollment due to greater parent choice;
- Continued declining enrollment as birth rates continue to decline;
- Unfunded pension obligations;
- Heightened student needs post Covid; and
- The end of Elementary and Secondary Emergency Relief (ESSER/COVID) funds

This combination of issues leaves the Medford School District General Fund with a projected deficit of \$15 million over the next two years. The District will bring a specific plan to the Budget Committee in early May to begin addressing the deficit as part of the FY 2024-25 Proposed Budget.

At this meeting, District management will be presenting more details about student and staffing trends that will inform future budget decisions, as well as the timeline for next steps.

**Additional Materials:** Slides at meeting.

**Recommendation:** Information only.

**Suggested Motion:** N/A



## **EXECUTIVE SUMMARY**

<b>Meeting Date:</b>	April 25, 2024
<b>Agenda Item:</b>	Legislative Priorities
<b>Item Type:</b>	Discussion
<b>Administrator:</b>	Bret Champion, Board Chair
<b>Objective:</b>	The Board will discuss legislative priorities

### **Background:**

At the April 11th Board Work Session, the Board expressed interest in discussing their legislative priorities. At this meeting, the Board will engage in a conversation on those priorities.

### **Additional Materials:**

### **Recommendation:**

### **Suggested Motion:**



**EXECUTIVE SUMMARY**

<b>Meeting Date:</b>	April 25, 2024
<b>Agenda Item:</b>	School Board Policies - second reading
<b>Item Type:</b>	Information and Discussion
<b>Administrator:</b>	Bret Champion, Jeanne Grazioli, Brad Earl, Jodi Fahy
<b>Objective:</b>	Readopt the policy presented for a second reading

**Background:** Staff reviewed policy IICA and revised/updated language to align with current practice.

The Board reviewed the policy as a first reading at the work session on April 11, 2024 (along with the administrative regulation that does not require Board approval).

Revisions in blue font indicate staff updated language.

Policy	Title	Summary
IICA	Field Trips, Activities and Excursions	<p>Recommended revisions to this policy are a result of the collaborative effort of staff (Jeanne Grazioli, Ron Havniear, Brad Earl and Fred Kondziela).</p> <p>Most field trips are approved at the school level so language was added to the policy to provide stronger guidance to trip planners and principals. In particular, the policy reinforces the need for adequate supervision and safety plans for the activity/trip. It also seeks to ensure students and supervisors are familiar with the standards of conduct while representing the district.</p> <p>Additional language focuses on trips that pose an inherent risk to students and whether those trips will be prohibited or considered Conditional Trips.</p> <p>Revisions to this policy reflect current</p>

		practice.
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**Additional Materials:** [Policy Packet](#)

The policy packet is organized with the revised version first (colored font), followed by a draft final version with the revisions incorporated.

**Recommendation:** Review revised language and readopt the policy.

**Suggested Motion:** *“I move to readopt policy IICA as presented.”*

# Medford School District 549C

Code: IICA  
Adopted: 8/15/18  
Revised/Readopted: 9/19/19; 1/09/20; xx/xx/xx  
Orig. Code: IICA

## Field Trips, Activities and Excursions

(In-state, Out-of-state, Out-of-country and/or Requiring Air Travel)

Field trips and other student activities involving travel may be authorized when such trips or activities contribute substantially to the achievement of desirable educational goals. In planning and authorizing such trips, primary consideration shall be given to the educational values to be derived and the safety and welfare of the students involved.

It is expected trips will meet state curriculum standards and provide an extension of the district curriculum. Trips must be planned and coordinated to enhance the educational experience and mitigate loss of instructional time.

This also includes but is not limited to trips that are advertised to Medford School District students (in-state, out-of-state or out-of-country trips) utilizing a variety of internal communication modes (e.g., bulletin boards, email, newsletters, staff meetings, class meetings, parent meetings) and/or emanate from the school program as an extension of the curricular or co-curricular program or special interest club.

Prior to planning such trips, initial approval from the school principal or designated administrator is required. This includes all trips organized by a Medford School District staff member that includes Medford School District students. Transportation for travel will be in accordance with Policy EEAE. Administration shall ensure that each field trip has an adequate level of school staff and/or volunteers to supervise students during the trip. Further, building administration will consider the safety of the activity/trip, the overall cost of the trip, community standards of conduct, and the expected behavior of all participants prior to approving any request. Administration is responsible for developing regulations and guidelines to ensure students and adult supervisors are familiar with the standards of conduct while representing the District. These regulations will reinforce District policy in cases of accidents or illness as well as methods for communicating with an administrator or parent/guardian in cases involving student behavioral/disciplinary incidents.

Because of the unique nature of certain activities that may expose students to risk of injury or accident, specified trips require approval from the principal or designated building administrator as well as District level administrative approval (Conditional Trips are defined in the administrative regulation). Some activities, because of their inherent risk of injury or accident to students, are prohibited by the District.

In regard to planning athletic travel, any non-conference travel for middle schools must be approved by the designated administrator responsible for athletics prior to scheduling any event or competition. All high school athletic travel out-of-state further than 300 miles from Medford, out-of-country, and/or requiring any air travel must be approved by the designated administrator responsible for athletics prior to any commitment to participate in a scheduled event or competition.

Final approval for out-of-state travel less than 300 miles from Medford or any in-state travel is required by the school principal, administrative designee, activities, or athletic director.

Using established procedures, and final approval for travel out-of-state further than 300 miles from Medford, out-of-country, and/or requiring any air travel, or Conditional Trips is required by the designated administrator.

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**Legal Reference(s):**

[ORS 332.107](#) [ORS 336.014](#)

[ORS 339.155](#)  
[ORS 339.240](#) to -339.250

**Cross Reference(s):**

EEAE - Student Transportation for Activities – Including Private Vehicle  
KI - Public Solicitation in District Facilities  
KK - Visitors to Schools

## **Medford School District 549C**

Code: IICA  
Adopted: 8/15/18  
Revised/Readopted: 9/19/19; 1/09/20; xx/xx/xx  
Orig. Code: IICA

### **Field Trips, Activities and Excursions**

(In-state, Out-of-state, Out-of-country and/or Requiring Air Travel)

Field trips and other student activities involving travel may be authorized when such trips or activities contribute substantially to the achievement of desirable educational goals. In planning and authorizing such trips, primary consideration shall be given to the educational values to be derived and the safety and welfare of the students involved.

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Using established procedures, and final approval for travel out-of-state further than 300 miles from Medford, out-of-country, and/or requiring any air travel, or Conditional Trips is required by the designated administrator.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#) [ORS 336.014](#)

[ORS 339.155](#)  
[ORS 339.240](#) to [-339.250](#)

**Cross Reference(s):**

EEAE - Student Transportation for Activities – Including Private Vehicle

KI - Public Solicitation in District Facilities

KK - Visitors to Schools

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## EXECUTIVE SUMMARY

<b>Meeting Date:</b>	April 25, 2024
<b>Agenda Item:</b>	Staff Assignment Report
<b>Item Type:</b>	Report
<b>Administrator:</b>	Janel Reed
<b>Objective:</b>	Approve new licensed and administrative staff.

**Background:**

Under current Board policy, one responsibility of the Board is to approve the hiring of licensed and administrative staff. The Staff Assignment Report includes that information, as well as any retirements or resignations.

**Additional Materials:** Staff Assignment Report

**Recommendation:** Administration recommends approval of the new hires.

**Suggested Motion:** A formal motion is not required if approved with the consent agenda.

**Medford School District Staff Assignment  
School Board Meeting, April 25, 2024**

**Recommendation for election to the position of Teacher for the 2024-25 school year:**

Employee Name	School/Location	Position	University/College
Magallanes, Cynthia	Oakdale	Special Education	Western Governors University
Muhr, Christine	McLoughlin	Science	George Fox University
White, Michael	South Medford	Science	Minnesota State University
Wright, Sahara	South Medford	English Language Arts	Portland State University

**Resignations:**

Employee Name	School/Location	Position	Effective Date
Allred, Laura	Special Education	Speech Language Pathologist	06.10.2024
Borrayo, Vidal	South Medford	CTE - Tech Arts/Auto	06.07.2024
Buyaskas, Michael	Innovation Academy	Science	06.07.2024
Fairchild, Julie	Jackson	Elementary - Grade 5	06.07.2024
Johnson, Natalie	Jackson	Teaching & Learning Facilitator	06.07.2024
Kohler, Tabitha	Abraham Lincoln	Special Education	06.10.2024
McNair, Cailen	South Medford	PE/Health	06.07.2024
Paradis, Kathryn	McLoughlin	English Language Arts	06.07.2024
Read, Rebecca	South Medford	English Language Arts	06.07.2024
Taylor, Zach	Special Education	Psychologist	06.10.2024
Thurman, Crystel	Kennedy	Elementary - Grade 5	06.07.2024
Thurston, Jonathan	Hedrick	Elective/STEAM	06.07.2024
Wells, Brianna	Griffin Creek	Elementary - Grade 2	06.07.2024

**Retirements:**

Employee Name	School/Location	Position	Effective Date
Evans, Connie	Hedrick	Drama/Advisory	06.07.2024
McNeely, Maria	Oakdale	Math	06.07.2024
Thompson, Catherine	Roosevelt	Special Education	06.10.2024
Wegner, Karin	Federal Programs	Title I Specialist	06.07.2024



## EXECUTIVE SUMMARY

<b>Meeting Date:</b>	April 25, 2024
<b>Agenda Item:</b>	Consideration for approval of minutes from previous meeting(s)
<b>Item Type:</b>	Minutes
<b>Administrator:</b>	Bret Champion, Jodi Fahy
<b>Objective:</b>	Approve meeting minutes

**Background:** School Board policies BDDG and BDDC indicate the Board shall provide for the taking of written minutes of all its meetings, and that the minutes shall be available to the public after approval by the Board.

**Additional Materials:** Draft minutes for the Work Session held on April 11, 2024.

**Recommendation:** Approve the minutes included with the consent agenda.

**Suggested Motion:** A formal motion is not required if approved with the consent agenda.

Work Session  
Thursday, April 11, 2024 5:30 PM

Oakdale Middle School Room 230  
815 S. Oakdale Ave.  
Medford, OR 97501

Michelle Atkinson: Present  
Lilia Caballero: Absent  
Kendell Ferguson: Present  
Jeff Kinsella: Present  
Suzanne Messer: Present  
Michael Williams: Present  
Cynthia Wright: Present

*A video recording of the Board meeting can be found on the district website at this link: <https://portal.stretchinternet.com/msbm> and the slide presentation can be viewed at this link: <https://meetings.boardbook.org/Meeting/Supplementals/1545?meeting=628474>*

### **1. Call to Order / Pledge of Allegiance / Roll Call**

Board Chair Cynthia Wright called the meeting to order at 5:30 PM and led the Pledge of Allegiance. Roll was called.

Chair Wright welcomed the public, stated the district's vision statement, and read the public meeting civility standards for Medford School District (MSD) Board meetings.

### **2. Agenda Adjustments and Approval**

**Hearing no objections, the agenda was approved by unanimous consent.**

### **3. Recognitions**

#### **3.a. South Medford High School Girls Basketball State Champions**

Superintendent Bret Champion congratulated the South Medford High School (SMHS) girls basketball team for their state championship season. He turned it over to Coach Tom Cole who introduced the team and Assistant Coach Tiani Bradford. Cole shared highlights of the season, mentioned various college scholarships awarded to seniors, and commended the team for their collective 3.5 GPA.

Champion acknowledged SMHS Principal Jonathon Lyons, who was in attendance.

### **4. Recess Meeting**

The meeting was recessed in order to take pictures with the team.

### **5. Work Session Items**

#### **5.a. Report on Social Emotional Advocate (SEA) Program at Elementary Level**

Deputy Superintendent Jeanne Grazioli provided a brief overview of the program and turned over the presentation to Assistant Director of Student Wellness Amy Muhler-

Herbst and Social Emotional Advocates Kristin Robinson, Kennedy Elementary, Julie Jackson, Lone Pine Elementary, and Kim Lloyd, Wilson Elementary. Muhler-Herbst directed attention to the elementary flashlight data handouts and explained the use of data to inform, evaluate, and design the program at each site. She went on to explain the Medford School District (MSD) Comprehensive School Counseling Plan.

Social Emotional Advocates Robinson, Jackson, and Lloyd shared student success outcomes, positive support strategies addressing behavior and building skills, and improving climate and culture in school communities.

Board Directors thanked staff members for their service in supporting students, and put forth questions and comments regarding the definition of elopement; Oregon Department of Education discipline reporting categories; outside agencies used for support; data collection area for MSD; age of students involved in classroom clears/how often it occurs; number of SEAs at each school; level of staff/administrative support; collaboration/consistency across schools; and greatest need from the Board.

#### **5.b. Reading and Math Data Report 2024**

Grazioli provided a thorough presentation on the spring 2024 reading and math report. She shared the various forms of data used, in addition to standardized assessments, and proceeded with an overview of the fall 2023 to winter 2024 iReady math and reading data, highlighting areas of growth and areas needing improvement. She went on to share the progress of students using the new districtwide English Language Arts (ELA) aligned curriculum and provided unit samples for grades 3 and 5.

Board Directors put forth questions and comments regarding specific school data; rigor of new ELA curriculum; timeline of new math curriculum; consistent pacing of curriculum across district; other districts in Oregon implementing ELA curriculum; timing of the curriculum rollout coinciding with union negotiations; teacher-led curriculum design team; principals and assistant principals leadership training; and appreciated high expectations for students.

#### **5.c. 2024-25 Budget Preview Discussion**

Assistant Superintendent of Operations Brad Earl and Finance Controller John Petach provided an in-depth preview of the 2024-25 budget. Topics of the presentation included the following:

- Current Environment – K-12 Budget Challenges
- K-12 Budget Challenges in Oregon, Washington, and across the U.S.
- Oregon K-12 State Funding Over Time
- Enrollment, Staffing, Births, and Funding
- Special Education Enrollment and Funding
- Preliminary 2025-27 Funding Outlook
- 2024-26 MSD General Fund Deficit Rollforward

Board Directors put forth questions and comments regarding lobbying for legislative funding priorities (i.e., special education funding and inflation); percentage of district administration compared to other districts in the state; use of ESSER funds for FTE; options for Board during the budget process; anticipated increase in federal funding; reduction in staff equals increased class size; supporting staff and families while making difficult reductions to the budget; and largest kicker and reserves in state should equate to more funding.

Additional discussion included information regarding an upcoming superintendent's meeting with the top largest districts in the state to discuss collective legislative priorities; summer school funding (lack of); new poverty weighting that resulted in less funding for the district; and the return on investment of keeping current students while offering innovative choices to attract new students/families.

**5.d. School Board Policies - first reading**

Following a previous Board member question, Champion clarified that club activities such as downhill skiing, would not be affected by the revisions to policy IICA. It was determined the policies would move forward for a second reading and approval at the April 25 Board meeting.

**6. Consent Agenda**

**6.a. Staff Assignment Report**

**6.b. Minutes from previous Board meetings**

**6.c. Foreign Exchange Programs**

**Hearing no objections, the consent agenda was approved by unanimous consent.**

**7. Announcements**

**7.a. April 25 - Board Meeting at Oakdale Middle School**

Chair Wright acknowledged the next Board meeting scheduled for April 25 at Oakdale Middle School.

**8. Announce Executive Session and Recess Public Meeting**

Chair Wright announced the purpose of the executive session pursuant to ORS 192.660(2)(i). The public meeting was recessed at 7:50 PM and the Board moved to Room 261 to conduct the executive session.

**9. Executive Session**

**9.a. ORS 192.660(2)(i) - To review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member, unless the person whose performance is being reviewed and evaluated requests an open hearing.**

The executive session consisted of matters as noted in ORS 192.660(2)(i).

**10. Return to Public Meeting**

The executive session concluded at 10:05 PM and the Board returned to the public meeting (remained in Room 261).

**11. Adjournment**

There being no further business before the Board, the meeting was adjourned at 10:05 PM.

\_\_\_\_\_  
Chair of the District School Board  
Medford School District 549C

ATTEST:

\_\_\_\_\_  
Superintendent-Clerk

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