

Regular Session

Wednesday, February 19, 2020 6:00 PM

Sheridan School District Office, 435 South Bridge St, Sheridan, OR 97378

1. **PLEDGE OF ALLEGIANCE**

2. **ROLL CALL**

3. **APPROVAL OF AGENDA - ACTION ITEMS
CONSENT AGENDA**

3.A. Meeting Minutes

3.A.1. January 15, 2020 - Regular Board Meeting
Minutes

3.B. Letter of Resignation

3.B.1. Megan Sandmann, FCS 1/2 time ELA Teacher,
last day effective March 13, 2020.

3.B.2. Carole Ashworth, SHS IA, last day
effective February 14, 2020.

4. **PRESENTATIONS**

4.A. FFA - Food for All Presentation

4.B. RULER Presentation

5. **PUBLIC INPUT**

6. **ADMINISTRATIVE/PROGRAM REPORTS**

6.A. Faulconer-Chapman School

6.B. Sheridan High School

6.C. Special Programs

6.D. Sheridan Japanese School

6.E. Fiscal

6.F. Superintendent

6.F.1. Graduation Rates

6.F.2. Adding a Student Non-voting Board
Representative

6.F.3. Mid-Willamette Regional Career Technical
Education Center

7. **POLICIES - ACTION ITEMS**

7.A. BBF: Board Member Standards of Conduct

7.B. BDC: Executive Sessions

7.C. BDDG: Minutes of Board Meetings

7.D. ECACB: Unmanned Aircraft System (UAS) a.k.a. Drone

7.E. EEA: Student Transportation Services

7.F. GBA: Equal Employment Opportunity

7.G. GBEDA: Drug and Alcohol Testing and Record Query - Transportation Personnel

7.H. GCAB: Personal Electronic Devices and Social Media - Staff

7.I. IICC: Volunteers

7.J. JEA: Compulsory Attendance**

7.K. JECA: Admission of Resident Students**

7.L. JGAB: Use of Restraint or Seclusion**

7.M. LBE-AR: Public Charter Schools

8. NEW/UNFINISHED BUSINESS - ACTION ITEMS

8.A. Renew/Non-renew Licensed Contracts & Administration/Confidential Contracts

8.B. 2020-2021 District Calendar

8.C. 2019-2020 Budget Calendar

8.D. Classified Employee Week Resolution

8.E. Sheridan AllPrep Academy Application for Charter School Renewal

8.F. Sheridan School District Healthy and Safe Schools Plan

8.G. Resolution 2019-2020-2

8.H. Sheridan High School Stadium Grandstand Quote

9. EXECUTIVE SESSION

9.A. ***ORS192.660 (2) (d)**: To conduct deliberations with persons designated to carry on labor negotiations.

10. NEW/UNFINISHED BUSINESS - ACTION ITEMS

10.A. Certified Bargaining Agreement 2019-2021

11. BOARD COMMENTS

12. UPCOMING EVENTS

12.A. February 19, 2020: School Board Meeting, 6pm

12.B. February 24, 2020: Work Session (School Board and Teaching & Learning Committee), 5pm

12.C. March 3, 2020: Budget Committee Meeting - SIA, 5:00 - 7:00 pm

12.D. March 10, 2020: Budget Committee Meeting
- SIA, 5:00 - 7:00 pm

12.E. March 18, 2020: School Board Meeting,
6pm

12.F. March 23 - 27, 2020: NO SCHOOL - Spring
Break

13. **NEXT REGULAR MEETING DATE: Wednesday, March
18, 2020 at 6:00 P.M.**

14. **ADJOURNMENT**

**MINUTES OF MEETING OF SCHOOL DISTRICT BOARD
OF
SHERIDAN SCHOOL DISTRICT 48J**

January 15, 2020

The Board of Directors of District No. 48J, Yamhill County, State of Oregon, by common consent convened in Regular Session at the Sheridan School District Office in said district at 6:00 p.m. on the 15th day of January 2020.

1. PLEDGE OF ALLEGIANCE

Scott Burke called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

2. ROLL CALL

Board:

<input checked="" type="checkbox"/>	Michael Griffith, Director
<input checked="" type="checkbox"/>	Larry Deibel, Director
<input checked="" type="checkbox"/>	Samantha Bagby - Director
<input checked="" type="checkbox"/>	Judy Breeden, Vice Chair
<input checked="" type="checkbox"/>	Scott Burke, Chairperson

Others Present:

Steve Sugg, Superintendent
Penny Elliott, District Secretary
DeAnn O'Neil, Fiscal Manager
Emilie Molloy, Fiscal Assistant
Marti Hofenbredl, SpEd Director & FCS MS Support
Dean Rech, SHS Principal
April Bell, parent and community member
Jesse Watson, AllPrep Administrator
Rebecca Swindle, AllPrep director of Technology

Press:

<input type="checkbox"/>	Paul Daquilante – News Register
<input type="checkbox"/>	Herb Swett - Bulletin

3. APPROVAL OF AMENDED AGENDA (CONSENT AGENDA) Action Items

- 1. Meeting Minutes
 - A. Regular Board Minutes – December 18, 2019

Motion to accept the consent agenda

Motion: Samantha Bagby Second: Judy Breeden Motion passed unanimous

4. PRESENTATIONS:

- a. **FFA – Food for All Presentation (Matt Ross & FFA students) – CANCELLED**

- a. **Sheridan Allprep Academy application for charter renewal (Public Hearing) (Jesse Watson/Rebecca Swindle)**
 - Read declarations from a parent and student
 - Board will decide next month

5. PUBLIC INPUT: - NONE-

6. ADMINISTRATIVE/PROGRAM REPORTS

- Faulconer-Chapman School – Report Included

**MINUTES OF MEETING OF SCHOOL DISTRICT BOARD
OF
SHERIDAN SCHOOL DISTRICT 48J**

January 15, 2020

- Last 30 days of attendance has dropped because of flu
- The number of referrals are down from last year, they have dropped over the last 4 years
- Sheridan High School – Report Included
 - Thanked the Board for all that they do
 - Students went to the Art Gallery today – Ten Oaks Gallery
 - No Body Like Jamie - Play
- Special Programs
 - Getting ready next week to do SPRI
- Sheridan Japanese School – Report Included
 - See attached
- Fiscal Report - Report Included
- Superintendent– Mr. Sugg reported:

1. Board Appreciation Month – read the proclamation from the Governor

8. NEW/UNFINISHED BUSINESS: Action Items

A. State of Schools Newsletter Mr. Sugg

Done yearly to keep the community up to date on what is going on in the District

Motion to approve the 2019-2020 State of Schools Newsletter

Motion: Judy Breeden Second: Samantha Bagby Motion passed unanimously

B. Division 22 Mr. Sugg

Report year if district is in compliance

Motion to approve the 2018-2019 Division 22

Motion: Samantha Bagby Second: Judy Breeden Motion passed unanimously

Adjourned to Executive Session: 6:32 pm

9. EXECUTIVE SESSION: Action Items

A. ***ORS192.660(2)(d):** To conduct deliberations with persons designated to carry on labor negotiations.

Reconvene:7:10pm

**11. Board Comments:
Larry Deibel:**

**MINUTES OF MEETING OF SCHOOL DISTRICT BOARD
OF
SHERIDAN SCHOOL DISTRICT 48J**

January 15, 2020

**Judy Breeden:
Michael Griffith
Samantha Bagby:
Scott Burke:**

NEXT MEETING AGENDA – Wednesday, February 19, 2020 at 6:00 p.m.

12. UPCOMING EVENTS

- a. January 15, 2020: School Board Meeting, 6pm**
- b. January 20, 2020: NO SCHOOL – MLK, Jr Day**
- c. January 30, 2020: NO SCHOOL – Staff Inservice**
- d. January 31, 2020: NO SCHOOL – Grading Day**
- e. February 17, 2020: NO SCHOOL – Presidents’ Day**
- f. February 19, 2020: School Board Meeting, 6pm**
- g. February 24, 2020: Work Session (School Board and Teaching & Learning Committee), 5pm**
- h. March 18, 2020: School Board Meeting, 6pm**
- i. March 23 – 27, 2020: NO SCHOOL – Spring Break**

13. ADJOURNMENT

Adjourned: 7:11 pm

Respectfully Submitted by:
Penny Elliott

Superintendent/Designee

Board Chair/Designee

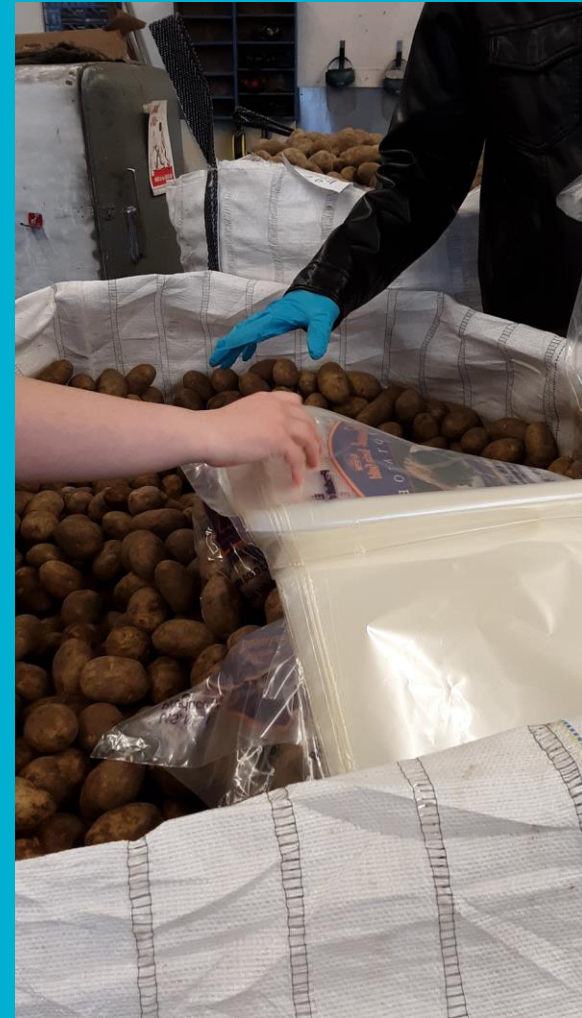
Food For All

School Board Presentation
By: Nacona Littlejohn





we label the food bins with what the produce is and how much of what goes into each bag, just so it's easier when it comes to weighing the produce for a more accurate weight



Collection

We collect donations of food that didn't quite make the commercial cut from local farmers so that it doesn't go to waste



We also ask local businesses for donations for items, such as bags for produce, cardboard boxes to hold the produce after it's packaged and and counted

Collection



Papé Machinery is one of our kindest partners, due to the fact that they donate a forklift to each school participating in Food For All, free of charge



Papé drops one off at each location, free of charge, and picks them up when each school is done with Food For All

Packaging

We take the donated food and package it into portions to be delivered to different locations such as Seaside



Sheridan is the only school that packages enough food to be shipped to other locations as well as making sure we have enough to hand out boxes with the food bank

Food Handout Day



We partner with the Grand Shermina food bank so we are able to hand out boxes of food to less fortunate families during the holidays

This year we were able to give donation boxes to roughly 168 local families over the course of about 4 hours



The food bank brings shopping carts, boxes, assorted canned and dry good, milk, and turkeys to be handed out with the produce collected during Food For All



This year we had a variety of foods such as, broth, frozen sausage, rice, cake mix, and so much more all to be donated to families in need during the holidays





The food bank also brings multiple volunteers to help make the handout process go by faster, and make it easier for everyone involved. Between the volunteers they bring and students, it doesn't take very long to get the families their food boxes



SPDG

State Personnel
Development Grant

Three goals under the SPDG

1. Staff/student morale and school climate. (RULER)
2. Building systems. (MTSS)
3. Research based instructional practices. (PD)

RULER

- **R**ecognizing emotions in oneself and others
- **U**nderstanding the causes and consequences of emotions
- **L**abeling emotions with a nuanced vocabulary
- **E**xpressing emotions in accordance with cultural norms and social context
- **R**egulating emotion with helpful strategies

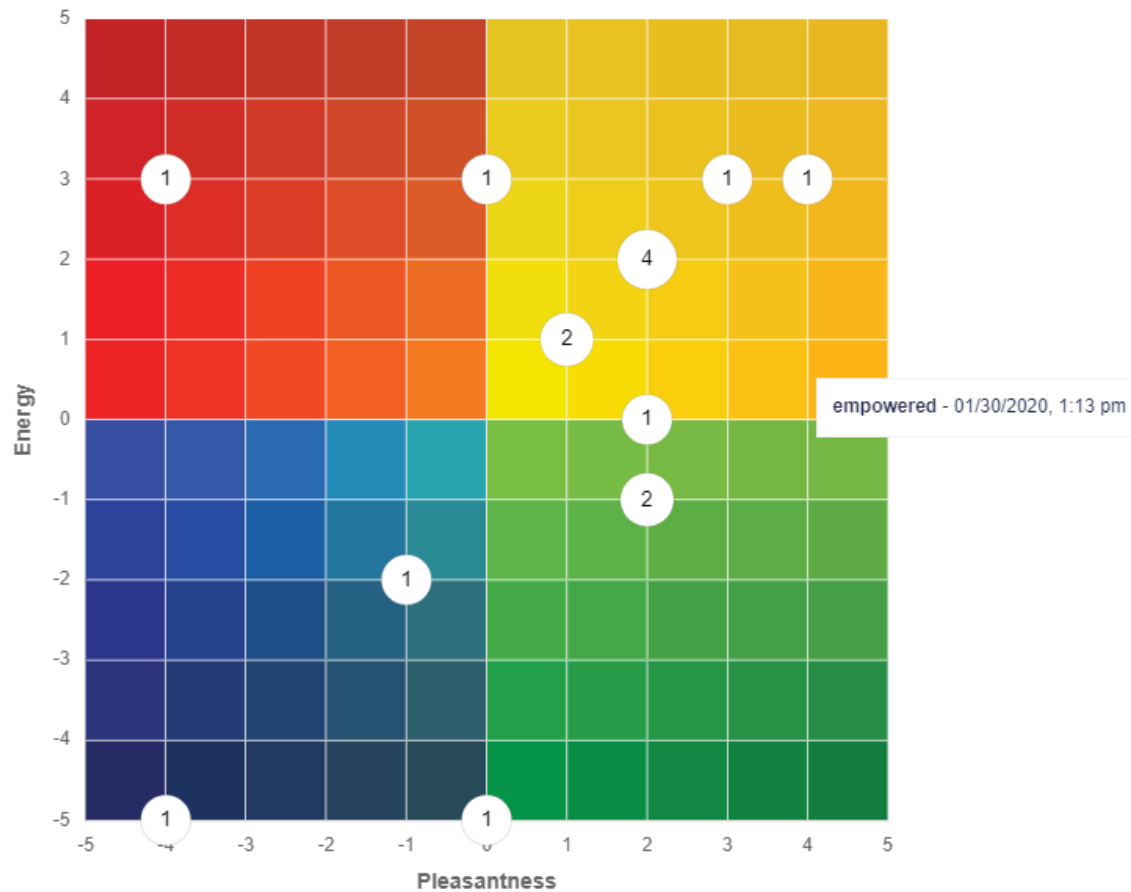
Ruler builds a common language and set of strategies for the entire school community. Beginning with a shift in mindset, leaders, educators, students, and families learn why emotions matter and how the skills of emotional intelligence can be cultivated.

SHS

Jan 30, 2020, 01:06 PM

🕒 Expired

16 people have plotted their mood
This group is closed and cannot be reopened.



“I’ve learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.”

Maya

Angelou

❖ Charter

- Trusted
- Appreciated
- Motivated
- Respected
- Supported
- Happy



BETWEEN STIMULUS AND RESPONSE
THERE IS A SPACE

IN THAT SPACE
IS OUR POWER TO CHOOSE OUR FUTURE
IN THAT SPACE
IS OUR FREEDOM AND OUR RESPONSIBILITY

Viktor

Faulconer Chapman School

Board Report

FEBRUARY 2020: Views from FCS

Attendance

Kindergarten: 92.35%

First Grade: 91.02%

Second Grade: 90.32%

Third Grade: 91.5%

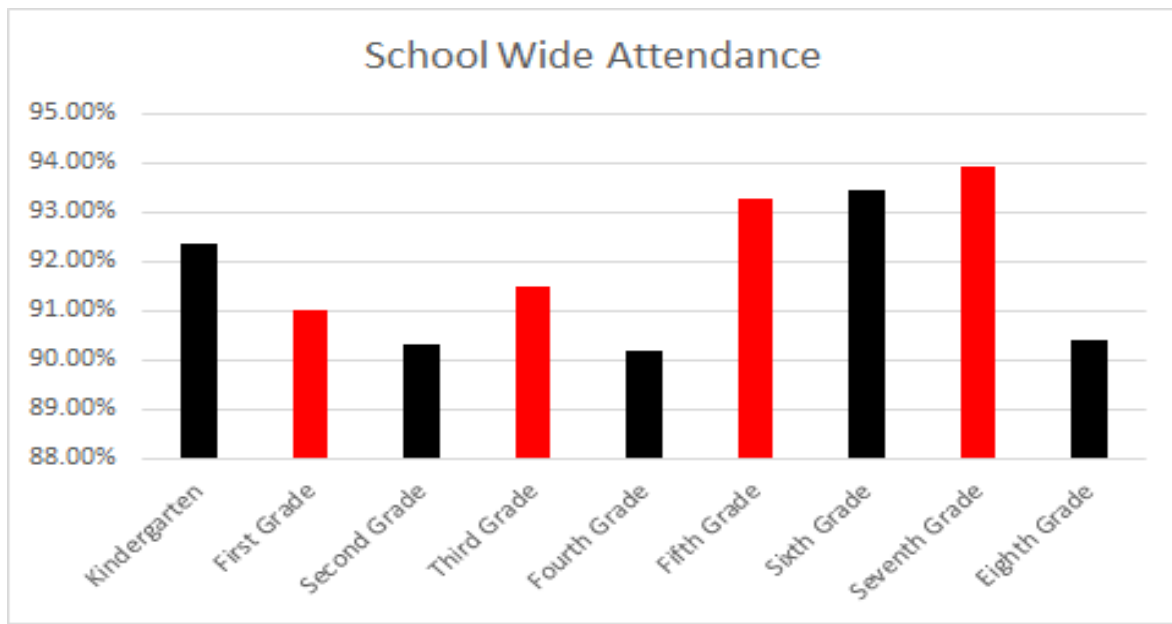
Fourth Grade: 90.21%

Fifth Grade: 93.28%

Sixth Grade: 93.46%

Seventh Grade: 93.95%

Eighth Grade: 90.42%



ARC

The following is a glimpse at the life and progress of an ARC student. This student's data shows frequent ups and downs, some years with high referrals others with less until now when he has started to level out. This student was frequently out of class because he was being disruptive to the learning environment - to the point of throwing pencils, chairs, screaming at his teacher and peers, and flipping desks. He was the top referral earner multiple years in a row. This student had a deep desire to learn, but there was something getting in the way (lagging skills). To address his lagging skills he was placed on a half day ARC schedule - during which we worked on academics as well as social emotional skills. This student doesn't trust easily and it took quite a while for his defences to come down. The turning point was when he realized he was surrounded by people who were willing to listen and that he had a voice. This happened through not only the school coming alongside this student, but partnering with the family as well. This student put in a lot of effort and was slowly able to transition back into the classroom and was successful. This student is extremely funny, bright, and charismatic, but needed a space to work on the skills that were getting in the way of him learning. This student has gone from having close to 100 referrals to having less than 10. This student's story is similar to many others who have spent time in the ARC.

4th/5th Leadership

Leadership is continuing to work on their community service project. We have received generous donations from families, but we are still hoping to collect more small blankets and toiletries. If you think of it please pass along the message - there is a letter attached at the bottom if you know of any businesses that would be interested in helping. Leadership is also working on planning some fundraisers to purchase additional items for the crisis bags.

MS Updates

Referral counts continue to be on pace for a new five year low. We've celebrated the completion of the first semester with very few students earning failing grades. We are starting to explore new tools for our advisory period that would increase school spirit and address issues of bullying. We are also starting to get information to stakeholders about promotion in June and outdoor school in May. Our new leadership elective is creating a list of projects that they can take on to improve the culture and climate at FCS.

RTI / Title 1

As the first semester comes to a conclusion it also means that it's time to complete Winter benchmark testing. This January all FCS students completed assessments in both Reading and Math to measure their progress since the beginning of the year. The next few weeks will be spent analyzing that data. We will meet as grade level teams to see if we met our goals from first semester, and to develop new goals for the second half of the year based off of our new results. We are excited to see how much our students have grown!

PAX

HOW DOES PAX PROMOTE SOCIAL EMOTIONAL LEARNING IN ALL STUDENTS?

Implementation of PAX Kernels and Game develop the skills needed to:

- Help students recognize their own feelings.
- Help students regulate their own emotions and behavior.
- Build awareness for the needs of others.
- Improve peer support by developing positive relationships.
- Help students co-create expectations.
- Develop shared relational language and identity.



How Does PAX Integrate with SEL Initiatives?

PAX helps to create shared relational frames which is the *foundation for Social Emotional Learning*.

Each PAX Kernel and the PAX Game *integrates with Social Emotional Learning* and can be used throughout the school day in various settings.

- **Relationship Skills:** PAX Vision, Tootle Notes, PAX Leader, Wacky Prizes, PAX Stix, PAX Game
- **Responsible Decision Making:** PAX Vision, PAX Hands/Feet, PAX Voices, OK/Not Ok Cards, PAX Game
- **Social Awareness:** Tootle Notes, PAX Leader, PAX Game
- **Self-Management:** PAX Vision, PAX Quiet, PAX Timer, Ok/Not Ok Cards, PAX Hands/Feet, PAX Voices, PAX Game
- **Self-Awareness:** PAX Vision, PAX Leader, Tootle Notes, OK/Not Ok Cards, PAX Game

Winter Sports Updates:

Boys Basketball

UPCOMING EVENTS:

February 5th Boys Basketball @ Willamina 3:45 pm

February 10th Boys Basketball vs. Gaston 3:45 pm

February 12th Boys Basketball vs. Delphi 3:45 pm

February 17th No School - Presidents Day

February 19th Boys Basketball @ Nestucca 3:45 pm

February 20th Boys Basketball vs. Perrydale 3:45 pm

February 24th Boys Basketball vs. Dayton 3:45 pm

February 26th Boys Basketball @ Amity 3:45 pm

February 27th Middle School Dance fundraiser for 8th Grade Promotion 4:00-6:00 PM

ELEMENTARY LEADERSHIP: FUNDRAISING LETTER

Meara Allen

332 Southwest Cornwall St.
Sheridan, Oregon 97338
971-261-6960
meara.allen@sheridan.k12.or.us

December 18th, 2019

To Whom it May Concern,

Hello, I teach 4th and 5th grade Leadership at Faulconer-Chapman School in Sheridan, Oregon. Our Leadership students have been given a unique opportunity to partner with the Sheridan Fire Department to create crisis response bags for the Chaplain to use when they are responding to calls. We are writing to you in hopes of a donation of items that we can include in crisis response bags. The goal is to include items such as: water bottles, toiletries (wipes, toothbrush, toothpaste, deodorant, toilet paper, diapers, etc), and comfort items (stuffed animals, small blanket, children's book) to provide families in crisis with a small token of hope and comfort. The Chaplain serves the entire county and meets people during times of great need and we would like to assist them in bringing comfort to those families.

Leadership students will be packing and delivering the crisis bags to the Chaplain at the end of February and we would greatly appreciate any donations you can make before then. If you are willing to donate please contact us to pick it up or send your donation to:

Meara Allen
332 Southwest Cornwall St.
Sheridan, Oregon 97338

If you are unable to donate any of the above items, but would like to make a financial contribution you can make checks payable to Faulconer-Chapman School and list 4th/5th Leadership project at the bottom.

For questions please contact myself at meara.allen@sheridan.k12.or.us or Tanner Ellis - Sheridan Chaplain at (541) 680-1693. Thank you for your contributions!

Sincerely,

Meara Allen and the Leadership Team

Dean's Office

Sheridan High School Board Report

February 13 2020

The new semester is here!



Starting every morning with Mrs. Deibel welcoming the students.

SHS AVID ventcherd out to Oregon Tech and George Fox University on January 21.



Mr. Ross's Animal Science class is a hands on class. In the Orange Analogue Animal Lab students conduct step by step dissection using tools that grip, move, and cut safely. Mr. Ross selected oranges for the analogue animals for two

reasons; first, oranges are inexpensive and readily available, second, the parts of the orange, are remarkably similar in texture, size, and thickness to animal tissues. Mr. Ross wrote the lab and will be submitting it for possible inclusion in the next version of the CASE Animal Curriculum.



The class also did a exercise called "Just Winging It". The students dissected chicken wings working to identify Epithelial, Tendon, Ligament, Cartilage, and Skeletal Muscle tissue. This dissection continued on for a second day where they removed small sections of skeletal and cardiac muscle tissue. These exercises translate directly to activities in the veterinary science industry.

January 27th was internship presentation night. Kelly Sugg and Debbie Kearns assisted Kaden Eggers, Reilley Dearth, and Michael Baker with finding internships at Chuck Colvin Ford, Precision, and The Sage.





Mrs. Butt's drama class performed two showings of *No Body Like Jaime*. The students worked hard first semester to pull off a fabulous show.



Sheridan High School was in February's Attender Quarterly newsletter: Sheridan High School's awesome educators and MTSS support are seeing a positive trend in their Regular Attender Rate, which is **up 8% compared to this time last year**,

according to the **Oregon Data Suite's** Attender Dashboard. A positive trend has also been noticed in participation in our Second Breakfast program. Students can get breakfast during the passing time before 2nd period and take it to class with them. Breakfast served during the school hours has been proven to drop chronic absenteeism rates.



Winter sports are coming to a close.

Spartan Cheer competed at two competitions on February 8th. They placed 3rd in the 1/2/3A division at Tualatin Last Chance Competition, and Kera Johnson also brought home a 3rd place medal for Individual Performance. February 15th they will be at the Memorial Coliseum for the OSAA State Cheerleading Championships. The squad will be ending their season with a cheer clinic February 24th-27th in the SHS gym with the elementary and middle school students.



Boys' basketball has made the play offs with 17 wins.



Girls' basketball finished their season with a lot of injuries and 7 wins. They had 6 seniors this year.



They will be playing Culver Saturday February 15th at 2pm, here in the Spartan Dome.



Wrestling is competing at districts February 14th & 15th with a chance to make it to the state tournament at the end of the month. February 7th tournament in Neahkahnie had DeAndre Broxterman, Caylib Newman, and Reilley Dearth finishing as 3rd runners up in their weight divisions.



Reports to the School Board

Enrollment as of February 13 2020:

Freshmen- 63

Sophomores- 54

Juniors- 45

Seniors- 50

Total – 212

Extra-Curricular Activities

2/19 Linfield Choir Festival 9am

FFA District Convention

2/21 Field Trip to Chemeketa

3/2 FAFSA Scholarship night 6pm

3/3 Lindfield College Rep visit 1pm

3/6 Red Cross Blood drive 9am

3/19 Welcome to Spring Music Concert 7pm

3/20 SKID Assembly 10:45 am

Athletics:

Spring sports start March 2nd.



SHERIDAN JAPANESE SCHOOL

February 2020 Sheridan School District Board Report

Student Population

Current membership: 84

- 4th: 6
- 5th: 7
- 6th: 14
- 7th: 12
- 8th: 13
- 9th: 7
- 10th: 9 (plus 2 students from Japan that don't count in our ADM)
- 11th: 8
- 12th: 9

Elementary: 13

Middle School: 39

High School: 32 (34 with Japanese students)

We have 7 students on IEPs and one students we are monitoring for evaluation.

SIA

- **Three separate surveys**
 - 287 total responses
- **31 underserved families**
- **22 conversations with underserved families**
 - Student Health & Safety
 - Well Rounded Education
- **Area Identified with greatest need**
 - Mental Health Support
 - Behavior support
 - Social Emotional Learning for staff
 - More Art, Music, PE, & STEM

SIA Plan

1. Contract for Mental Health Counselor
2. Hire part-time 4/5 teacher to offset time for Glavan-sensei to help with behavior management, attendance, and Student Care
3. Staff Training on Trauma Informed Care – continuation of this year's work
4. Money to support electives in Music, Art, and STEM

Trauma Informed Care Training

- January 30th and March 20th
- All staff trained
- School-wide evaluation of 5 Key Factors:
 - Safe
 - Connected
 - Calm
 - Efficacy (self and collective)
 - Hope

Questions or comments

SUNGARD PENTAMATION INC
 DATE: 02/10/2020
 TIME: 10:55:49

SHERIDAN SCHOOL DISTRICT
 CHECK REGISTER - BY FUND

SELECTION CRITERIA: transact.yr='20' and transact.period='7'
 ACCOUNTING PERIOD: 8/20

FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542116000	325	FCS #38610000 12/1	0.00	538.44
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542116000	325	FCS #9949211000 12	0.00	4,564.73
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #7721670000 12	0.00	20.70
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #905290000 12/	0.00	162.94
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #1038610000 12	0.00	165.67
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #6758520000 12	0.00	432.22
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #59211000 12/1	0.00	504.06
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #8847290000	0.00	1,326.51
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542005000	325	DO #742760000 12/1	0.00	102.32
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542618000	325	HH #2649280000 12/	0.00	86.36
A101	42844	01/07/20	02043	PORTLAND GENERAL EL	1002542618000	325	SP #6038221000 12/	0.00	552.54
TOTAL CHECK								0.00	8,456.49
A101	42845	01/08/20	16162	ACCUITY LLC	1002310005000	381	PROGRESS TO 12/30/1	0.00	4,900.00
A101	42846	01/08/20	16836	AMY PETERSEN	1002240005000	319	TUITION REIMBURSEME	0.00	1,975.00
A101	42847	01/08/20	17036	BSN SPORTS LLC	1001122116000	410	COACHES EQUIPMENT	0.00	1,038.05
A101	42849	01/08/20	16441	CENTURY LINK - NC	1002410620000	351	SHS #320155978 12/	0.00	63.24
A101	42850	01/08/20	00489	CITY OF SHERIDAN	1002542116000	327	FCS #4470.1 12/27	0.00	65.45
A101	42850	01/08/20	00489	CITY OF SHERIDAN	1002542116000	327	FCS #4470.0 12/27	0.00	1,203.33
A101	42850	01/08/20	00489	CITY OF SHERIDAN	1002542620000	327	SHS #3495.0 12/27	0.00	950.45
A101	42850	01/08/20	00489	CITY OF SHERIDAN	1002542005000	327	DO #1562.1 12/27	0.00	47.15
A101	42850	01/08/20	00489	CITY OF SHERIDAN	1002542618000	327	HH #1562.0 12/27	0.00	43.67
A101	42850	01/08/20	00489	CITY OF SHERIDAN	1002542618000	327	SP #3495.0 12/27	0.00	84.55
TOTAL CHECK								0.00	2,394.60
A101	42851	01/08/20	15012	DELL MARKETING LP	1002520005000	640	DELL LATITUDE 5401	0.00	273.48
A101	42851	01/08/20	15012	DELL MARKETING LP	1002520005000	460	DELL LATITUDE 5401	0.00	1,055.00
TOTAL CHECK								0.00	1,328.48
A101	42852	01/08/20	17038	HEALTHINVEST HRA	100	L472.033	EMPLOYER SET-UP FEE	0.00	800.00
A101	42853	01/08/20	16062	JEREMY BROWN	1001122116000	389	MILE 8/26/19 -1/7/2	0.00	62.53
A101	42854	01/08/20	12056	LOWE'S/REMIT	1002542005116	410	SUPPLY TO 12/25	0.00	203.16
A101	42854	01/08/20	12056	LOWE'S/REMIT	1002542005620	410	SUPPLY TO 12/25	0.00	135.97
TOTAL CHECK								0.00	339.13
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A101	42856	01/08/20	01794	NORTHWEST NATURAL G	1002542116000	326	FCS #2201-2 12/27	0.00	913.33
A101	42856	01/08/20	01794	NORTHWEST NATURAL G	1002542116000	326	FCS #1407699-6 12/	0.00	1,905.08
A101	42856	01/08/20	01794	NORTHWEST NATURAL G	1002542620000	326	SHS #2247-5 12/26	0.00	3,248.52
A101	42856	01/08/20	01794	NORTHWEST NATURAL G	1002542005000	326	DO #2361-4 12/26	0.00	224.05
TOTAL CHECK								0.00	6,290.98
A101	42857	01/08/20	15834	PTM DOCUMENT SYSTEM	1002520005000	410	#L1095CBLK (B95CPE	0.00	22.40
A101	42857	01/08/20	15834	PTM DOCUMENT SYSTEM	1002520005000	410	#DWN1095ENV (95DWE	0.00	25.60
TOTAL CHECK								0.00	48.00

SUNGARD PENTAMATION INC
 DATE: 02/10/2020
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FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42858	01/08/20	02310	SALEM-KEIZER SCHOOL	1002410620000	355	SHS #I003733 HALL P	0.00	58.84
A101	42858	01/08/20	02310	SALEM-KEIZER SCHOOL	1001111137050	410	FCS 12/20 SUPPLY	0.00	74.20
TOTAL CHECK									133.04
A101	42859	01/08/20	16307	SHELDON OIL COMPANY	1002552005011	410	FUEL DEC '19	0.00	416.88
A101	42859	01/08/20	16307	SHELDON OIL COMPANY	1002558005320	322	SPED FUEL DEC '19	0.00	260.11
TOTAL CHECK									676.99
A101	42860	01/08/20	04563	SHERIDAN BUILDING M	1002542005116	410	SUPPLY TO 12/31	0.00	60.99
A101	42860	01/08/20	04563	SHERIDAN BUILDING M	1002542005620	410	SUPPLY TO 12/31	0.00	50.00
A101	42860	01/08/20	04563	SHERIDAN BUILDING M	1002542005000	460	SUPPLY TO 12/31	0.00	35.00
TOTAL CHECK									145.99
A101	42861	01/08/20	02427	SHERIDAN HIGH SCHOO	1001122116000	410	FCS FOOTBALL FIELD	0.00	100.00
A101	42862	01/08/20	02433	SHERIDAN ROTARY CLU	1002310005000	640	SUGG DUES 3RD Q	0.00	155.00
A101	42863	01/08/20	16759	SIERRA SPRINGS	1002310005000	410	WATER	0.00	39.02
A101	42863	01/08/20	16759	SIERRA SPRINGS	1002190116320	460	SPED WATER TO 12/20	0.00	2.04
TOTAL CHECK									41.06
A101	42864	01/08/20	16470	MARIANNE THOMSON	1002310005000	354	ADS DEC '19	0.00	182.00
A101	42865	01/08/20	16528	US BANK EQUIPMENT F	1001250005320	355	SP KYOCERA #5000574	0.00	270.50
A101	42865	01/08/20	16528	US BANK EQUIPMENT F	1002310005000	355	DO KYOCERA #5000574	0.00	270.50
A101	42865	01/08/20	16528	US BANK EQUIPMENT F	1002410116000	355	FCS 116 KYOCERA #50	0.00	270.50
A101	42865	01/08/20	16528	US BANK EQUIPMENT F	1002410137000	355	FCS 137 KYOCERA #50	0.00	811.50
A101	42865	01/08/20	16528	US BANK EQUIPMENT F	1002410620000	355	SHS KYOCERA #500057	0.00	392.00
TOTAL CHECK									2,015.00
A101	42866	01/08/20	16330	WALTER E NELSON CO	1002542005116	410	ORDER #77022 12/17	0.00	21.77
A101	42866	01/08/20	16330	WALTER E NELSON CO	1002542005116	410	ORDER #75952 12/13	0.00	450.52
A101	42866	01/08/20	16330	WALTER E NELSON CO	1002542005620	410	ORDER #75952 12/13	0.00	225.26
TOTAL CHECK									697.55
A101	42867	01/08/20	11429	RECOLOGY WESTERN OR	1002542116000	328	FCS #1080286062 DEC	0.00	703.63
A101	42868	01/08/20	03702	WILLAMETTE EDUCATIO	1002510005050	389	EDUSTAFF PAY 12/17/	0.00	6,720.88
A101	42869	01/08/20	16315	YAMHILL COUNTY HEAL	1002120005000	310	OCT '19 MENTAL HEAL	0.00	8,676.26
A101	42869	01/08/20	16315	YAMHILL COUNTY HEAL	1002120005000	310	NOV '19 MENTAL HEAL	0.00	8,676.26
A101	42869	01/08/20	16315	YAMHILL COUNTY HEAL	1002120005000	310	DEC '19 MENTAL HEAL	0.00	8,676.26
TOTAL CHECK									26,028.78
A101	42874	01/10/20	02625	SYSCO FOOD SERVICES	1002240137050	410	PBIS 12/17 SYSCO	0.00	57.56
A101	42876	01/14/20	03048	AFLAC	100	L472.006	DED:2066 AFLAC	0.00	87.64
A101	42876	01/14/20	03048	AFLAC	100	L472.006	DED:2066 AFLAC	0.00	173.16
TOTAL CHECK									260.80
A101	42877	01/14/20	10088	AMERICAN FIDELITY A	100	L472.008	DED:2068 AMER PREM	0.00	1,365.84

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42877	01/14/20	10088	AMERICAN FIDELITY A	100	L472.009	DED:2067 AMER FIDEL	0.00	1,883.65
A101	42877	01/14/20	10088	AMERICAN FIDELITY A	100	L472.009	DED:2065 AMER FID #	0.00	565.32
A101	42877	01/14/20	10088	AMERICAN FIDELITY A	100	L472.009	DED:2067 AMER FIDEL	0.00	1,641.43
A101	42877	01/14/20	10088	AMERICAN FIDELITY A	100	L472.008	DED:2068 AMER PREM	0.00	2,090.10
TOTAL CHECK									7,546.34
A101	42878	01/14/20	10094	AMERICAN FIDELITY A	100	L472.003	DED:2069 AMER DEPEN	0.00	100.00
A101	42878	01/14/20	10094	AMERICAN FIDELITY A	100	L472.002	DED:2070 MEDICAL	0.00	225.00
TOTAL CHECK									325.00
A101	42879	01/14/20	10097	AMERICAN FIDELITY A	100	L472.033	DED:4004 TSA	0.00	2,455.00
A101	42879	01/14/20	10097	AMERICAN FIDELITY A	100	L472.033	DED:4004 TSA	0.00	1,350.00
A101	42879	01/14/20	10097	AMERICAN FIDELITY A	100	L472.038	DED:4003 DEF COMP	0.00	2,600.00
A101	42879	01/14/20	10097	AMERICAN FIDELITY A	100	L472.038	DED:4003 DEF COMP	0.00	1,250.00
TOTAL CHECK									7,655.00
A101	42880	01/14/20	16055	AMERICAN FIDELITY H	100	L472.011	DED:2035 HSA EMPEE	0.00	475.00
A101	42880	01/14/20	16055	AMERICAN FIDELITY H	100	L472.011	DED:2033 HSA	0.00	5,589.23
A101	42880	01/14/20	16055	AMERICAN FIDELITY H	100	L472.011	DED:2033 HSA	0.00	158.63
A101	42880	01/14/20	16055	AMERICAN FIDELITY H	100	L472.011	DED:2035 HSA EMPEE	0.00	1,250.00
TOTAL CHECK									7,472.86
A101	42881	01/14/20	16905	AXA-EQUITABLE	100	L472.035	DED:4009 TSA	0.00	2,666.00
A101	42881	01/14/20	16905	AXA-EQUITABLE	100	L472.035	DED:4009 TSA	0.00	425.00
TOTAL CHECK									3,091.00
A101	42882	01/14/20	16688	FORESTRES FINANCIAL	100	L472.030	DED:4002 TSA	0.00	100.00
A101	42883	01/14/20	16768	HRA VEBA TRUST CONT	100	L472.012	DED:2034 HRA	0.00	8,606.25
A101	42883	01/14/20	16768	HRA VEBA TRUST CONT	100	L472.012	DED:2034 HRA	0.00	4,730.94
TOTAL CHECK									13,337.19
A101	42884	01/14/20	03084	OEA-NEA/OREGON EDUC	100	L472.300	DED:5000 OEA DUES	0.00	2,740.57
A101	42885	01/14/20	03099	OREGON DEPT OF REVE	100	L472.965	DED:6003 ORE REV	0.00	777.56
A101	42886	01/14/20	03087	OSEA	100	L472.302	DED:5001 OSEA DUES	0.00	1,240.64
A101	42887	01/14/20	11984	TEXAS LIFE INSURANC	100	L472.051	DED:3000 LIFE INS	0.00	1,042.53
A101	42887	01/14/20	11984	TEXAS LIFE INSURANC	100	L472.051	DED:3000 LIFE INS	0.00	631.28
TOTAL CHECK									1,673.81
A101	42888	01/14/20	16960	US DEPARTMENT OF ED	100	L472.955	DED:6009 GARNISHMEN	0.00	274.10
A101	42889	01/14/20	17040	DUSTIN JAMES ARTHUR	100	L473.000		0.00	84.74
A101	42890	01/15/20	11984	TEXAS LIFE INSURANC	100	L472.033		0.00	84.00
A101	42891	01/15/20	12626	A&E SECURITY & ELEC	1002546005000	389	MONITORING 19/20	0.00	2,352.40
A101	42892	01/15/20	16764	CHEMEKETA BOOKSTORE	1001131620050	371	BOOKS HERMENS 1/7/2	0.00	36.50
A101	42892	01/15/20	16764	CHEMEKETA BOOKSTORE	1001131620050	371	BOOKS DEARTH 1/7/20	0.00	108.50

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42892	01/15/20	16764	CHEMEKETA BOOKSTORE	1001131620050	371	BOOKS FREEMAN 1/7/2	0.00	124.50
A101	42892	01/15/20	16764	CHEMEKETA BOOKSTORE	1001131620050	371	BOOKS HINES 1/07/2	0.00	124.50
A101	42892	01/15/20	16764	CHEMEKETA BOOKSTORE	1001131620050	371	AYALA BOOKS 1/7/2	0.00	124.50
TOTAL CHECK									518.50
A101	42893	01/15/20	03402	MARTA L HOFENBREDL	1002190116320	340	SPED MILE TO 12/18/	0.00	227.36
A101	42894	01/15/20	01395	JEFFREY WRAY LAWREN	1002310005000	389	UNEMPLOY JAN-MAR '2	0.00	125.00
A101	42895	01/15/20	16681	OETC	1002520005000	410	DELL LATITUDE 5401	0.00	1,550.45
A101	42896	01/15/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #5731231000 1/	0.00	192.26
A101	42897	01/15/20	15705	SALEM BASKETBALL OF	1001122116000	389	FCS MS-B1 JAN/FEB	0.00	1,470.00
A101	42898	01/15/20	15303	TOLEDO HIGH SCHOOL	1001132620000	389	TOLEDO/SILETZ INVIT	0.00	150.00
A101	42899	01/15/20	15896	US BANK/4	1002520005000	353	POSTAGE	0.00	19.30
A101	42899	01/15/20	15896	US BANK/4	1002240137050	410	PBIS TO 1/6	0.00	254.44
TOTAL CHECK									273.74
A101	42900	01/15/20	15897	US BANK/5	1002190116320	353	POSTAGE TO 1/6	0.00	89.60
A101	42901	01/15/20	16284	US BANK/7	1002240005000	340	EDUCATOR FAIR	0.00	260.00
A101	42901	01/15/20	16284	US BANK/7	1002310005000	389	FINGERPRINTING	0.00	12.50
A101	42901	01/15/20	16284	US BANK/7	1002410116000	340	FOOD OR LAW & FINA	0.00	32.16
A101	42901	01/15/20	16284	US BANK/7	1002542005000	460	ELKAY WATER FILTER	0.00	171.92
A101	42901	01/15/20	16284	US BANK/7	1002542005000	460	SOIL SAMPLER PROBE	0.00	53.41
A101	42901	01/15/20	16284	US BANK/7	1002542005000	460	CARBURETOR	0.00	19.46
A101	42901	01/15/20	16284	US BANK/7	1002542005000	460	LCN MAGNET TRIVOLT	0.00	195.17
A101	42901	01/15/20	16284	US BANK/7	1002542005000	460	DOOR CLOSER	0.00	194.03
TOTAL CHECK									938.65
A101	42902	01/15/20	16560	US BANK/9	1002410116000	340	LODGING OREGON LAW	0.00	293.84
A101	42902	01/15/20	16560	US BANK/9	1002660005000	640	QUICKBOOKS MONTHLY	0.00	105.00
TOTAL CHECK									398.84
A101	42903	01/15/20	11429	RECOLOGY WESTERN OR	1002542620000	328	SHS #1080224303 DEC	0.00	548.25
A101	42903	01/15/20	11429	RECOLOGY WESTERN OR	1002542005000	328	DO #1080224303 DEC	0.00	50.00
A101	42903	01/15/20	11429	RECOLOGY WESTERN OR	1002542618000	328	SP/HH #1080224303 D	0.00	83.33
TOTAL CHECK									681.58
A101	42904	01/15/20	03702	WILLAMETTE EDUCATIO	1001250005050	371	OASIS DEC '19	0.00	6,992.00
A101	42907	01/17/20	17041	BON APPETIT	1001111005000	340	AVID LUNCH 1/21/20	0.00	122.90
A101	42907	01/17/20	17041	BON APPETIT	1001111005000	340	AVID LUNCH 1/21/20	0.00	12.30
A101	42907	01/17/20	17041	BON APPETIT	1001111005000	340	AVID LUNCH 1/21/20	0.00	-122.90
A101	42907	01/17/20	17041	BON APPETIT	1001111005000	340	AVID LUNCH 1/21/20	0.00	-12.30
TOTAL CHECK									0.00
A101	42911	01/22/20	00702	MYNA L DECK	1001250005320	319	SERVICE TO 1/21/20	0.00	1,320.00

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42912	01/22/20	15507	MID COLUMBIA BUS CO	1002552005000	331	HOME/SCHOOL DEC '19	0.00	18,301.24
A101	42912	01/22/20	15507	MID COLUMBIA BUS CO	1002558005320	331	SPED TRANS DEC '19	0.00	17,055.00
A101	42912	01/22/20	15507	MID COLUMBIA BUS CO	1002552137137	331	K-5 FIELD DEC '19	0.00	355.35
A101	42912	01/22/20	15507	MID COLUMBIA BUS CO	1002552005000	332	DIST NON-RE DEC '19	0.00	125.82
A101	42912	01/22/20	15507	MID COLUMBIA BUS CO	1002552116116	332	7-8 CO-CURR DEC '19	0.00	882.49
A101	42912	01/22/20	15507	MID COLUMBIA BUS CO	1002552620620	332	SHS CO-CURR DEC '19	0.00	2,290.27
A101	42912	01/22/20	15507	MID COLUMBIA BUS CO	1002552620620	331	SHS FIELD DEC '19	0.00	221.21
TOTAL CHECK								0.00	39,231.38
A101	42913	01/22/20	16681	OETC	1002410137000	460	CROSSWDISEDU GOOG	0.00	24.50
A101	42914	01/22/20	01962	OREGON SCHOOL BOARD	1002310005000	389	OSBA NOV '19 SHERID	0.00	2,455.00
A101	42915	01/22/20	17037	RIGHT CHOICE SEPTIC	1002542005000	389	FCS PUMP 1/17/20	0.00	1,150.00
A101	42917	01/22/20	02310	SALEM-KEIZER SCHOOL	1002310005000	410	SUPPLY 1/13/20	0.00	14.61
A101	42918	01/22/20	15899	SHERIDAN ALL PREP	1001288005350	360	SAP JAN '20 SSF	0.00	82,517.24
A101	42919	01/22/20	11207	SHERIDAN JAPANESE S	1001288005350	360	SHS JAN '20 SSF	0.00	51,669.79
A101	42920	01/22/20	03702	WILLAMETTE EDUCATIO	1002510005050	389	EDUSTAFF TO 12/31	0.00	15,155.66
A101	42923	01/29/20	15927	CENTURY LINK/AZ	1002410116000	351	FCS #314225840 1/1	0.00	46.72
A101	42923	01/29/20	15927	CENTURY LINK/AZ	1002410116000	351	FCS #446533202 1/1	0.00	212.86
A101	42923	01/29/20	15927	CENTURY LINK/AZ	1002410620000	351	SHS #313747293 1/1	0.00	128.55
A101	42923	01/29/20	15927	CENTURY LINK/AZ	1002321005000	351	DO #446533202 1/11	0.00	285.12
TOTAL CHECK								0.00	673.25
A101	42924	01/29/20	00681	DAVISON AUTO PARTS	1002542005116	460	SUPPLY TO 1/25	0.00	14.54
A101	42924	01/29/20	00681	DAVISON AUTO PARTS	1002542005620	410	SUPPLY TO 1/25	0.00	33.85
TOTAL CHECK								0.00	48.39
A101	42928	01/29/20	01962	OREGON SCHOOL BOARD	1001288005350	389	S ALL PREP NOV CONF	0.00	85.00
A101	42929	01/29/20	01962	OREGON SCHOOL BOARD	1001288005350	389	S JAPANESE NOV CONF	0.00	575.00
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542116000	325	FCS #38610000 1/20	0.00	487.07
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542116000	325	FCS #9949211000 1/	0.00	4,331.73
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #7721670000 1/	0.00	20.60
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #1038610000 1/	0.00	144.74
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #905290000 1/2	0.00	155.44
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #59211000 1/11	0.00	502.85
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #6758520000 1/	0.00	677.35
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542620000	325	SHS #8847290000 1/	0.00	2,248.19
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542005000	325	DO #742760000 1/20	0.00	100.86
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542618000	325	HH #2649280000 1/1	0.00	88.76
A101	42930	01/29/20	02043	PORTLAND GENERAL EL	1002542618000	325	SP #6038221000 1/2	0.00	597.93
TOTAL CHECK								0.00	9,355.52
A101	42931	01/29/20	02310	SALEM-KEIZER SCHOOL	1001131620050	410	SHS SUPPLY ORDER 1/	0.00	212.62
A101	42931	01/29/20	02310	SALEM-KEIZER SCHOOL	1001111137050	410	FCS MISC OFFICE SUP	0.00	87.64

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FUND - 100 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
TOTAL CHECK								0.00	300.26
A101	42933	01/29/20	16759	SIERRA SPRINGS	1002310005000	410	WATER	0.00	39.02
A101	42933	01/29/20	16759	SIERRA SPRINGS	1002190116320	460	WATER 1/17/20	0.00	24.53
TOTAL CHECK								0.00	63.55
A101	42934	01/29/20	16517	SOLUTIONS YES	1002410116000	355	FCS UP B/W 12/12-1/	0.00	337.59
A101	42934	01/29/20	16517	SOLUTIONS YES	1002410137000	355	FCS LOW B/W12/12-1/	0.00	1,171.14
A101	42934	01/29/20	16517	SOLUTIONS YES	1002410137000	355	FCS LOW COLOR	0.00	79.08
A101	42934	01/29/20	16517	SOLUTIONS YES	1002410620000	355	SHS B/W 10/12-1/11/	0.00	629.63
A101	42934	01/29/20	16517	SOLUTIONS YES	1001250005320	355	SP B/W 10/12-1/11/2	0.00	44.58
A101	42934	01/29/20	16517	SOLUTIONS YES	1002310005000	355	DO B/W 10/12-1/11/2	0.00	502.05
TOTAL CHECK								0.00	2,764.07
A101	42935	01/29/20	16528	US BANK EQUIPMENT F	1001250005320	355	SP KYOCERA #5000574	0.00	270.50
A101	42935	01/29/20	16528	US BANK EQUIPMENT F	1002310005000	355	DO KYOCERA #5000574	0.00	270.50
A101	42935	01/29/20	16528	US BANK EQUIPMENT F	1002410116000	355	FCS 116 KYOCERA #50	0.00	270.50
A101	42935	01/29/20	16528	US BANK EQUIPMENT F	1002410137000	355	FCS 137 KYOCERA #50	0.00	811.50
A101	42935	01/29/20	16528	US BANK EQUIPMENT F	1002410620000	355	SHS KYOCERA #500057	0.00	392.00
TOTAL CHECK								0.00	2,015.00
A101	42936	01/29/20	16165	USA MECHANICAL INC	1002542005000	389	SHS BOILER MAINT 1/	0.00	1,000.00
A101	42938	01/29/20	03702	WILLAMETTE EDUCATIO	1002310005000	389	BACKGRD CKS TO 1/23	0.00	72.25
TOTAL CASH ACCOUNT								0.00	338,652.89
TOTAL FUND								0.00	338,652.89

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FUND - 204 - HIGH SCHOOL SUCCESS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42905	01/15/20	00588	COSA	2041299620050	389	INNOVATE HOLSTI	0.00	159.00
A101	42905	01/15/20	00588	COSA	2041299620050	389	INNOVATE HOHNBAUM	0.00	159.00
A101	42905	01/15/20	00588	COSA	2041299620050	389	INNOVATE ROSS	0.00	159.00
TOTAL CHECK								0.00	477.00
A101	42921	01/22/20	00588	COSA	2041299620050	389	INNOVATE 2020 RECH	0.00	159.00
A101	42939	01/29/20	16924	KELLEY L SUGG	2041299620050	389	JOBS 3 STUDENTS	0.00	1,500.00
TOTAL CASH ACCOUNT								0.00	2,136.00
TOTAL FUND								0.00	2,136.00

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ACCOUNTING PERIOD: 8/20

FUND - 207 - ESD

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42899	01/15/20	15896	US BANK/4	2072240005050	340	AIRFARE OASBO	0.00	1,106.67
A101	42899	01/15/20	15896	US BANK/4	2072240005050	410	SUPPLY TO 1/6	0.00	1,425.60
A101	42899	01/15/20	15896	US BANK/4	2072240005050	410	SUPPLY TO 1/6	0.00	37.48
TOTAL CHECK								0.00	2,569.75
TOTAL CASH ACCOUNT								0.00	2,569.75
TOTAL FUND								0.00	2,569.75

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ACCOUNTING PERIOD: 8/20

FUND - 210 - SFSF

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42916	01/22/20	12137	SAGE PUBLICATIONS I	2101299005050	410	CULTURALLY RESPONSI	0.00	3,547.20
A101	42916	01/22/20	12137	SAGE PUBLICATIONS I	2101299005050	410	SHIPPING	0.00	124.95
TOTAL CHECK								0.00	3,672.15
A101	42937	01/29/20	17043	VAPEEDUCATE LLC	2101299005050	410	VAPEEDUCATE LICENSE	0.00	400.00
TOTAL CASH ACCOUNT								0.00	4,072.15
TOTAL FUND								0.00	4,072.15

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ACCOUNTING PERIOD: 8/20

FUND - 211 - ESSA GRANT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42922	01/29/20	17042	BLACKBOARD INC	2111272005000	319	BLACKBOARD WCM ESSE	0.00	1,872.00
A101	42922	01/29/20	17042	BLACKBOARD INC	2111272005000	319	CREATIVE: MYWAY PR	0.00	840.00
A101	42922	01/29/20	17042	BLACKBOARD INC	2111272005000	319	ONLINE TRAINING:	0.00	400.00
A101	42922	01/29/20	17042	BLACKBOARD INC	2111272005000	319	ONLINE TRAINING:	0.00	400.00
A101	42922	01/29/20	17042	BLACKBOARD INC	2111272005000	319	ACTIVATION: WCM ES	0.00	50.00
TOTAL CHECK								0.00	3,562.00
TOTAL CASH ACCOUNT								0.00	3,562.00
TOTAL FUND								0.00	3,562.00

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ACCOUNTING PERIOD: 8/20

FUND - 226 - SIG GRANT

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	-----DESCRIPTION-----	SALES TAX	AMOUNT
A101	42906	01/15/20	17034	LAURA MONROE	2262240005050	340	MILE 1/14 WESD	0.00	33.35
TOTAL CASH ACCOUNT								0.00	33.35
TOTAL FUND								0.00	33.35

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FUND - 230 - TITLE IIA

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42848	01/08/20	17035	CHRISTINE A MOSES	2302240005000	389	SERVICE DEC '19	0.00	675.00
TOTAL CASH ACCOUNT								0.00	675.00
TOTAL FUND								0.00	675.00

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FUND - 270 - FRUIT & VEGETABLE PROGRAM

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42871	01/08/20	15995	DUCK DELIVERY	PRODU 2703100116000	450	FCS 12/12 FFVP	0.00	21.95
A101	42871	01/08/20	15995	DUCK DELIVERY	PRODU 2703100116000	450	FCS 12/5 FFVP	0.00	43.75
A101	42871	01/08/20	15995	DUCK DELIVERY	PRODU 2703100116000	450	FCS 12/10 FFVP	0.00	52.30
A101	42871	01/08/20	15995	DUCK DELIVERY	PRODU 2703100116000	450	FCS 12/12 FFVP	0.00	208.35
A101	42871	01/08/20	15995	DUCK DELIVERY	PRODU 2703100116000	450	FCS 12/5 FFVP	0.00	352.00
TOTAL CHECK								0.00	678.35
TOTAL CASH ACCOUNT								0.00	678.35
TOTAL FUND								0.00	678.35

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 ACCOUNTING PERIOD: 8/20

FUND - 271 - FOOD SERVICE

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT	
A101	42870	01/08/20	16851	AUTO-CHLOR SYSTEM	2713100116000	324	FCS 12/19	0.00	320.55	
A101	42870	01/08/20	16851	AUTO-CHLOR SYSTEM	2713100620000	324	SHS 12/19	0.00	216.95	
TOTAL CHECK									0.00	537.50
A101	42871	01/08/20	15995	DUCK DELIVERY PRODU	2713100116000	450	FCS 12/5 NSLP	0.00	33.00	
A101	42871	01/08/20	15995	DUCK DELIVERY PRODU	2713100116000	450	FCS 12/3 NSLP	0.00	78.60	
A101	42871	01/08/20	15995	DUCK DELIVERY PRODU	2713100116000	450	FCS 12/12 NSLP	0.00	130.15	
A101	42871	01/08/20	15995	DUCK DELIVERY PRODU	2713100116000	450	FCS 12/17 NSLP	0.00	163.20	
A101	42871	01/08/20	15995	DUCK DELIVERY PRODU	2713100116000	450	FCS 12/5 NSLP	0.00	194.20	
A101	42871	01/08/20	15995	DUCK DELIVERY PRODU	2713100116000	450	FCS 12/10 NSLP	0.00	265.15	
A101	42871	01/08/20	15995	DUCK DELIVERY PRODU	2713100116000	450	FCS 12/3 NSLP	0.00	525.35	
TOTAL CHECK									0.00	1,389.65
A101	42872	01/08/20	09878	FRANZ FAMILY BAKERI	2713100116000	450	FCS 12/16	0.00	189.44	
A101	42872	01/08/20	09878	FRANZ FAMILY BAKERI	2713100620000	450	SHS 12/16	0.00	40.54	
TOTAL CHECK									0.00	229.98
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100116000	450	FCS 12/9	0.00	147.42	
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100116000	450	FCS 12/2	0.00	384.90	
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100116000	450	FCS 12/16	0.00	396.41	
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100116000	450	FCS 12/5	0.00	407.92	
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100116000	450	FCS 12/12	0.00	407.92	
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100620000	450	SHS 12/16	0.00	127.91	
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100620000	450	SHS 12/12	0.00	145.06	
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100620000	450	SHS 12/9	0.00	182.06	
A101	42873	01/08/20	16522	MEADOWSWEET FARMS O	2713100620000	450	SHS 12/5	0.00	195.99	
TOTAL CHECK									0.00	2,395.59
A101	42874	01/10/20	02625	SYSCO FOOD SERVICES	2713100116000	450	FCS 12/18 CREDIT	0.00	-139.01	
A101	42874	01/10/20	02625	SYSCO FOOD SERVICES	2713100116000	450	FCS 12/31	0.00	559.09	
A101	42874	01/10/20	02625	SYSCO FOOD SERVICES	2713100116000	450	FCS 12/17	0.00	1,019.33	
TOTAL CHECK									0.00	1,439.41
A101	42875	01/10/20	02625	SYSCO FOOD SERVICES	2713100620000	450	SHS 11/27 CREDIT	0.00	-5.00	
A101	42875	01/10/20	02625	SYSCO FOOD SERVICES	2713100620000	450	SHS 12/17	0.00	1,554.19	
TOTAL CHECK									0.00	1,549.19
A101	42909	01/22/20	16851	AUTO-CHLOR SYSTEM	2713100116000	324	FCS 1/17	0.00	211.95	
A101	42909	01/22/20	16851	AUTO-CHLOR SYSTEM	2713100620000	324	SHS 1/17	0.00	216.95	
TOTAL CHECK									0.00	428.90
A101	42925	01/29/20	09878	FRANZ FAMILY BAKERI	2713100116000	450	FCS 1/20	0.00	65.40	
A101	42925	01/29/20	09878	FRANZ FAMILY BAKERI	2713100116000	450	FCS 1/6	0.00	66.68	
A101	42925	01/29/20	09878	FRANZ FAMILY BAKERI	2713100116000	450	FCS 1/13	0.00	88.15	
A101	42925	01/29/20	09878	FRANZ FAMILY BAKERI	2713100620000	450	SHS 1/13	0.00	27.00	
A101	42925	01/29/20	09878	FRANZ FAMILY BAKERI	2713100620000	450	SHS 1/18	0.00	45.86	
A101	42925	01/29/20	09878	FRANZ FAMILY BAKERI	2713100620000	450	SHS 1/6	0.00	79.15	
TOTAL CHECK									0.00	372.24
A101	42927	01/29/20	15060	OREGON SCHOOL NUTRI	2713100620000	340	ANDERSON	0.00	130.00	
A101	42927	01/29/20	15060	OREGON SCHOOL NUTRI	2713100116000	340	MIRABITO SHENK MALO	0.00	390.00	
TOTAL CHECK									0.00	520.00

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FUND - 271 - FOOD SERVICE

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42932	01/29/20	12950	SCHOOL NUTRITION AS	2713100116000	640	MIARBITO, N FCS	0.00	45.50
TOTAL CASH ACCOUNT								0.00	8,907.96
TOTAL FUND								0.00	8,907.96

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FUND - 281 - PERS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42868	01/08/20	03702	WILLAMETTE EDUCATIO	2812130005050	389	NURSING OCT-DEC '19	0.00	13,720.68
TOTAL CASH ACCOUNT								0.00	13,720.68
TOTAL FUND								0.00	13,720.68

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FUND - 403 - CAPITAL PROJECTS

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET CODE	ACCNT	----DESCRIPTION----	SALES TAX	AMOUNT
A101	42899	01/15/20	15896	US BANK/4	4032542005000	410	BUILDING PERMITS FO	0.00	637.45
A101	42908	01/22/20	15168	ADAM DELATTE	4032542005000	410	MILE 1/14/20 NIKE F	0.00	56.35
A101	42910	01/22/20	16143	RUBEN CRUZ	4032542005000	389	FCS 12/23/19 1/3/2	0.00	500.00
A101	42926	01/29/20	17024	NORTHWEST LOGGING S	4032542005000	460	EXMARK LAZER Z E-SE	0.00	8,399.00
A101	42926	01/29/20	17024	NORTHWEST LOGGING S	4032542005000	460	EXMARK 3 BAG COLLEC	0.00	2,559.00
A101	42926	01/29/20	17024	NORTHWEST LOGGING S	4032542005000	460	ULTRA VAC FINISHING	0.00	279.00
A101	42926	01/29/20	17024	NORTHWEST LOGGING S	4032542005000	460	SHIPPING	0.00	40.00
TOTAL CHECK								0.00	11,277.00
TOTAL CASH ACCOUNT								0.00	12,470.80
TOTAL FUND								0.00	12,470.80
TOTAL REPORT								0.00	387,478.93

GRADUATION RATES 18-19

Sheridan School Board February 2020

► Sheridan School District 4-Year Cohort Graduation Rates

School	15-16	16-17	17-18	18-19
Allprep	30	40.63	45.24	61.11
SHS	80.65	80	76.92	87.5
SJS	100	100	100	100
District	60.17	66.67	64.65	78.85

GRADUATION RATES

► Area 4-Year Cohort Graduation Rates

School	2018-2019 4- Year Graduation Rate
Amity High School	98.18
Dayton High School	93.94
Eola Hills Charter School	30.00
McMinnville High School	91.14
Newberg High School	85.26
Perrydale School	86.36
Sheridan Allprep Academy	61.11
Sheridan High School	87.50
Sheridan Japanese School	100.00
Willamina High School	85.33
Yamhill-Carlton High School	74.24

GRADUATION RATES

THANK YOU



NON-VOTING STUDENT MEMBER

Sheridan School Board February 2020

A series of several parallel white lines of varying thicknesses, slanted diagonally from the bottom-left towards the top-right, located in the right half of the slide.

- ▶ Many districts have student members.
- ▶ How can students be selected
 - ▶ Students can apply and the board select the student.
 - ▶ Let the SHS Leadership Class select the representative.
- ▶ OSBA recommends letting the student body select the representative.

STUDENT MEMBER

THANK YOU



NON-VOTING STUDENT MEMBER

Sheridan School Board February 2020

- ▶ Many districts have student members.
- ▶ How can students be selected
 - ▶ Students can apply and the board select the student.
 - ▶ Let the SHS Leadership Class select the representative.
- ▶ OSBA recommends letting the student body select the representative.

STUDENT MEMBER

THANK YOU





MID-WILLAMETTE REGIONAL CAREER TECHNICAL EDUCATION CENTER **Marion, Polk & Yamhill - PHASE 2 EXPANSION**

The Salem-Keizer Career & Technical Education Center provides outstanding service to the students of the Salem-Keizer School District. The current 150,000 square foot facility houses 10 program tracks, serves over 1,000 students in the Salem-Keizer School District, and has leveraged over \$9 million in private investment (matched with \$8 million in public investment).

The CTEC program is now on track to expand into a Phase 2 – the Mid-Willamette Regional CTEC – which will serve all students in Marion, Polk and Yamhill Counties. Mid-Willamette Regional CTEC is a public-private partnership with Willamette Education Service District (WESD), representing 21 school districts, and serving over 84,000 students. Mountain West Investment (MWIC) has partnered with Willamette ESD to secure a facility and provide access to high wage, high demand career and technical education (CTE) programs.

Regional Impact

District superintendents and school boards are committed to the program and have pledged support and financial resources. This state-of-the-art program will prepare students for high paying jobs in the local and regional workforce, and provide access to further education and training in high wage and high demand career pathways. Local and regional economies will benefit greatly from access to highly skilled workers, and businesses will be attracted to investing in the region as a result.

Project Costs

Anticipated first year project costs:

- **Facility: 47,000 sqft site (purchase in process) - \$4 million**
- **Facility renovation and modifications - \$5.2 million**
- **Program equipment and supplies - \$2 million**

MWIC has committed a donation to cover the \$4 million cost of facility purchase.

Willamette ESD and partner districts have committed to \$1 million in initial funding.

Annual operating cost will be borne by participating school districts.

We are seeking matching bond funds for facility renovation and program equipment. These funds will be required to complete the project and open the Center by fall 2021.

Matching funds:

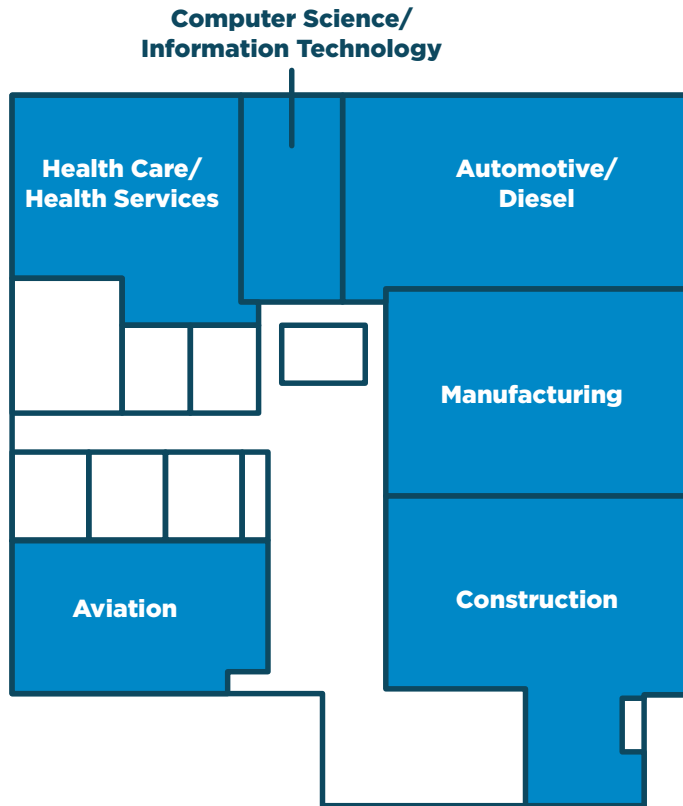
REQUEST: \$5,000,000



Marion, Polk & Yamhill - PHASE 2 EXPANSION

Floor Plan & Programs

All 6 programs of study in the following areas will be implemented during the 2021-22 school year.



Program Design

Course offerings were identified based on local, regional, and state labor market information, and considered industry needs and projections. Program design included the following considerations:

- Program location, schedule and model will afford access to school districts in Marion, Polk and Yamhill counties.
- Course offerings will enhance and complement existing CTE programs in school districts.
- Participating students will retain their school identity in their home district.
- Program design incorporates innovation, direct input from industry partners, and access to industry certifications.

Location

1200 Lancaster DR NE
Salem, OR

(Former site of Toys-Я-U's)

Participating School Districts

Marion County

Cascade School District
Gervais Schools
Jefferson School District
Mt. Angel School District
North Marion School District
North Santiam School District
Salem-Keizer Public Schools
Silver Falls School District
St. Paul School District
Woodburn School District

Polk County

Central School District
Dallas School District
Falls City School District
Perrydale School District

Yamhill County

Amity School District
Dayton School District
Newberg School District
Sheridan School District
Willamina School District
Yamhill-Carlton School District





Success, Achievement, Together ... for All Students

CTEC Phase 2 Expansion

Mid-Willamette Regional Career Technical Education Center

The Salem-Keizer CTEC program is the leading Career & Technical Education Center serving the students of the Salem-Keizer School District. The current 150,000 square foot facility houses 10 program tracks, serves over 1,000 students in the Salem-Keizer School District, and has leveraged over \$9 million in private investment (matched with \$8 million in public investment).

The CTEC program is now on track to expand into a Phase 2 – the Mid-Willamette Regional CTEC – which will serve all students in Marion, Polk and Yamhill Counties. Mid-Willamette CTEC is a public-private partnership with Willamette Education Service District (WESD), representing 21 school districts, and serving over 84,000 students. Mountain West Investment (MWIC) has partnered with WESD to secure a facility and provide access to high wage, high demand career and technical education (CTE) programs.

MWIC is in the process of purchasing the vacant Toys R Us facility (47,000 sq. ft.) located on Lancaster Dr. in Northeast Salem. This CTEC facility would house 6 regional programs and serve up to 500 students.

District superintendents and school boards have been engaged in this process and have pledged support and financial resources for this tremendous opportunity to provide access to state-of-the-art programs for students in the region. This project will prepare students for high paying jobs in the local and regional workforce, and access to further education and training in high wage and high demand career pathways. Local and regional economies will benefit greatly from having access to high skilled workers, and businesses will be attracted to investing in the region as a result. This will be a major source for high skilled workers for current and future employers.

All 6 programs of study in the following areas will be implemented during the 2021-22 school year.

- Construction
- Manufacturing
- Automotive/ Diesel
- Health Care/Health Services
- Computer Science/Information Technology
- Aviation

Programs were identified based on local, regional, and state labor market information and employment needs and projections. Programs are designed to provide:

- Access: location, schedule and model will afford access to school districts in Marion, Polk and Yamhill counties.

- Enhance CTE opportunities for students: programs will enhance and complement existing CTE programs in districts.
- Maintain Student Identity: participating students will retain their school identity in their home district.
- Program Design: involves innovation, direct input from industry partners, and access to industry certifications.

Anticipated project costs are estimated up to \$10 Million and include:

- Facility -- up to 47,000 SF – in process of purchasing
- Facility renovation and modifications
- Program design and development
- Program equipment and supplies
- Operating capital

MWIC and WESD districts have committed to funding nearly \$5 million of the project – including the purchase of the facility and operating capital.

We are seeking matching funds for facility renovation and program equipment. These funds will be required to complete the project and open the Center by fall 2021.

Sheridan School District 48J

Code: BBF
Adopted: 10/21/09
Readopted: 12/14/11
Orig. Code: BBF

Board Member Standards of Conduct

A Board member should:

1. Comply with the ethic laws for public officials;
2. Understand that the Board sets the standards for the district through Board policy. Board members do not manage the district on a day-to-day basis;
3. Understand that the Board makes decisions ~~as a team~~ by a quorum vote of the Board. Individual Board members may not commit the Board to any action;
4. Respect the right of other Board members to have opinions and ideas which differ;
5. Recognize that decisions ~~are~~ made by a majority quorum vote ~~and should be supported by all Board members~~ are the final decisions of the Board. Such decisions should be supported by all Board members;
6. Make decisions only after the facts are presented and discussed;
7. Understand the chain of command and refer problems or complaints to the proper administrative office;
8. Recognize that the Board must comply with the Public Meetings Law and only has authority to make decisions at ~~official~~ properly noticed Board meetings;
9. Insist that all Board and district business is ethical and honest;
10. Be open, fair and honest - no hidden agendas;
11. Understand that you will receive information that is confidential and cannot be shared;
12. Recognize that the superintendent is the Board's ~~advisor~~ employee and designated as the chief executive officer of the district;
13. Take action only after hearing the superintendent's recommendations;
14. Refuse to bring personal or family problems into Board considerations;
15. Give ~~the~~ district staff the respect and consideration due to skilled, professional employees;
16. Present personal criticism of district operations to the superintendent, when appropriate, not to district staff;

17. Respect the right of the public to attend and observe Board meetings;
18. Respect the right of the public to be informed about district decisions and school operations as allowed by law;
19. Remember that content discussed in executive session is confidential.;
20. Use social media, websites, or other electronic communication judiciously, respectfully, and in a manner that does not violate Oregon’s Public Meetings Laws;
21. When using posting online or to social media websites, Board members will treat and refer to other Board members, staff, students and the public with respect, and will not post confidential information about students, staff, or district business;
22. ~~Never post confidential information about students, staff or district business on any websites.~~ A Board member is a mandatory reporter of child abuse. A Board member having reasonable cause to believe that any child with whom the Board member comes in contact with has suffered abuse or that any person with whom the Board member comes in contact with has abused a child shall immediately make an oral report by telephone or otherwise to the local Department of Human Services (DHS), to the designee of the department or to a local law enforcement within the county where the person making the report is located at the time of contact.

END OF POLICY

Legal Reference(s):

[ORS 162.015 - 162.035](#)
[ORS 162.405 - 162.425](#)
[ORS 192.610 - 192.710](#)
[ORS 244.040](#)

[ORS Chapter 244](#)
[ORS 332.055](#)
[ORS 419B.005](#)
[ORS 419B.010](#)

[ORS 419B.015](#)
[Senate Bill 415 \(2019\)](#)

Sheridan School District 48J

Code: BDC
Adopted: 12/18/00
Revised/Readopted: 12/14/11; 8/17/16
Orig. Code: BDC

Executive Sessions

The Board may meet in executive session to discuss subjects allowed by statute but may not take final action except for the expulsion of a student and matters pertaining to or examination of the confidential ~~medical~~ records of a ~~the~~ student, ~~including that student's educational program.~~

An executive session may be convened by the Board chair upon request of three Board members or by common consent of the Board for a purpose authorized under Oregon Revised Statute (ORS) 192.660, during a regular, special or emergency meeting. The presiding officer will announce the executive session by identifying the authorization under ORS 192.660 for holding such session and by noting the subject of the executive session.

The Board may hold an executive session:

1. To consider the employment of a public officer, employee, staff member or individual agent. (ORS 192.660(2)(a))
2. To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing. (ORS 192.660(2)(b))
3. To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))
4. To conduct deliberations with persons designated by the governing body to negotiate real property transactions. (ORS 192.660(2)(e))
5. To consider information or records that are exempt by law from public inspection. (ORS 192.660(2)(f))
6. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))
7. 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. (ORS 192.660(2)(i))
8. To consider matters relating to school safety or a plan that responds to safety threats made toward a school. (ORS 192.660(k))
9. To review the expulsion of a minor student from a public elementary or secondary school. (ORS 332.061(1)(a))

[Date] [Initials]

Executive Sessions – BDC

10. To discuss matters pertaining to or examination of the confidential ~~medical~~-records of a student, ~~including that student's educational program~~. (ORS 332.061(1)(b))

Members of the press may attend executive sessions except those pertaining to:

1. Deliberations with persons designated by the Board to carry on labor negotiations;
2. Hearings on the expulsion of a minor students, or examination of the confidential ~~medical~~-records of a student, ~~including that student's educational program~~; and
3. Current litigation or litigation likely to be filed if the member of the news media is a party to the litigation or is an employee, agent or contractor of a news media organization that is a party to the litigation.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public:

1. The name of the minor student;
2. The issue, including the student's confidential ~~medical~~-records ~~and educational program~~;
3. The discussion; and
4. Each school Board member's vote on the issue.

Minutes shall be kept for all executive sessions.

Content discussed in executive sessions is confidential.

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)
[ORS 332.045](#)

[ORS 332.061](#)

House Bill 2514 (2019)

Cross Reference(s):

BD/BDA - Board Meetings
CBG - Evaluation of the Superintendent

Sheridan School District 48J

Code: BDDG
Adopted: 12/18/00
Revised/Readopted: 12/14/11; 3/15/17
Orig. Code: BDDG/BDDK

Minutes of Board Meetings

The Board secretary or designee will take written minutes of all Board meetings. The written minutes will be a true reflection of the matters discussed at the meeting and the views of the participants. The minutes will include, but not be limited to, the following information:

1. All members of the Board who were present;
2. All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;
3. The results of all votes and the vote of each member by name;
4. The substance of any discussion on any matter;
5. Any other information required by law.

All minutes shall be available to the public within a reasonable time. The public and patrons of the district may receive, upon request, copies minutes from the district office. However, minutes need not be approved by the Board prior to being available to the public. A copy of the minutes of each regular and special Board meeting as they are drafted for approval will be distributed after such meeting to each Board member and administrator.

The district will maintain a hard copy of meeting minutes and make them available to staff and other interested patrons.

Minutes of executive sessions will be kept in accordance with the requirements of Oregon Revised Statute (ORS) 192.650. Meetings Law with essentially the same level of detail as for public sessions. If disclosure of material in the executive session minutes would be inconsistent with the purpose for which executive session was held under ORS 192.660, the material may be withheld from disclosure.

If an executive session is held pursuant to ORS 332.061, the following shall not be made public: the name of the minor student; the issue, including a student's confidential ~~medical records and education program if related to a medical condition~~; the discussion; and each Board member's vote on the issue.

END OF POLICY

Legal Reference(s):

[ORS 192.610 - 192.710](#)

[ORS 332.061](#)

House Bill 2514 (2019)

Letter Opinion, Office of the OR Attorney General (Nov. 20, 1970).

Sheridan School District 48J

Code: ECACB
Adopted: 12/19/18
Revised/Readopted: 10/16/19

Unmanned Aircraft System (UAS) a.k.a. Drone

Any employee, volunteer, or representative of the district operating an unmanned aircraft system (UAS) shall do so in accordance with this policy, ~~and~~ all applicable Federal Aviation Administration (FAA) and Oregon Department of Aviation (ODA) regulations and local laws.

~~An “unmanned aircraft system” (UAS) means an unmanned flying machine, commonly known as a drone, and its associated elements, including communication links and the components that control the machine.~~
A small unmanned aircraft, as defined by law, may be operated by the district. A small unmanned aircraft must weigh less than 55 pounds, including the weight of anything attached to or carried by the aircraft and must be registered through the FAA and ODA. The district will register as a user of such with ODA.

Publicly supported kindergarten through grade 12 school programs and publicly-supported entities that support K-12 schools or after school K-12 programs are exempt from the requirement to pay the ODA registration fee.

[The district recognizes the academic value of student operation of a UAS as one component of curricula pertaining to principles of flight, aerodynamics, and airplane design and construction, ~~which~~ and can also serve as an academic tool in other areas such as television, film production, or the arts in general.]
~~Therefore, in compliance with the Federal Aviation Administration Modernization and Reform Act of 2012, Section 336, students may operate a UAS as part of a course requirement, as long as that student does not receive compensation directly or incidentally from such operation. District staff teaching a class that allows use of a UAS may provide limited assistance to a student operating a UAS, provided the student maintains operational control of the model aircraft such that the staff member’s manipulation of the model aircraft’s controls is incidental and secondary to the students. The staff member’s de minimis participation must be limited to the student’s operation of the UAS as part of the course.~~

Prior to operating a UAS, the district will review all airspace, certification, registration, and other requirements. When operating in the National Airspace System (NAS), the supervisor (instructor/teacher) of the educational UAS shall hold a current pilot certification described in 14 C.F.R. Part 107 or have a Certificate of Authorization as described in 49 U.S.C. § 44801, so any student(s) can fly under their direct supervision, and to be in compliance with current FAA¹ regulations. District staff will not operate more than one UAS at the same time.

District employees shall work with administrators to ensure that proper insurance, registration ~~with both~~ as required by FAA and ODA, reporting to ~~ODA~~ FAA, and authorization from district administration are in place prior to ~~adoption of curriculum that allows operation of a UAS~~ use as a part of the district’s curriculum.

¹ https://www.faa.gov/uas/educational_users/

A UAS shall be operated in accordance with the policies of the Oregon School Activities Association (OSAA)² at OSAA-sanctioned events.

A student in violation of this policy may be subject to disciplinary action, up to and including suspension and/or expulsion.

A staff member in violation of this policy may be subject to disciplinary action, up to and including dismissal.

All data gathered by the district as part of a UAS operation will belong to the district. The data gathering by the district will follow appropriate state and federal laws. Retention of such data will follow state and federal laws.

The superintendent shall develop procedures³ for the implementation of this policy.

The district shall post a copy of this policy, associated procedures, and a copy of Oregon Revised Statute (ORS) 192.345 on the district's website.

The district will report accidents involving a UAS to FAA no later than 10 calendar days after the accident when it involves:

1. Serious injury to any person or any loss of consciousness; or
2. Damage to any property, other than the small UAS, unless the cost of repair (including materials and labor) does not exceed \$500, or the fair market value of the property does not exceed \$500 in the event of total loss.

Third Party Use

Third party use of a UAS on district property or at district-sponsored events or activities on district property for any purpose is prohibited, unless granted permission from the superintendent or designee.

If permission is granted by the superintendent or designee, the third party operating a UAS will comply with all FAA and ODA registration and use regulations and shall provide the following to the district:

1. Proof of insurance that meets the liability limits established by the district;

² <http://www.osaa.org/governance/handbooks/osaa #87>

³ Procedures must include: the length of time data will be retained by the district; specifications for third party storage of data, including handling, security and access to the data by the third party; a policy on disclosure of data through intergovernmental agreements.

2. ~~Appropriate~~ Proof of UAS registration and authorization (including a certificate identified in 14 C.F.R. Part 107 or a Certificate of Authorization described in 49 U.S.C. § 44801) issued by ~~the~~ FAA and proof of user registration with ODA when required⁴; and
3. A signed agreement holding the district harmless from any claims of harm to individuals or damage to property.

END OF POLICY

Legal Reference(s):

[ORS 164.885](#)

[ORS 174.109](#)

[ORS 192.345](#)

[ORS 837.300 - 837.390](#)

[ORS 837.995](#)

[OAR 738-080-0015 - 080-0045](#)

Senate Bill 581 (2019)

Federal Aviation Administration Reauthorization Act of 2018, 49 U.S.C. §§ 44801-44810 (2012).

Small Unmanned Aircraft Systems, 14 C.F.R. Part 107 (2018).

Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018).

OREGON SCHOOL ACTIVITIES ASSOCIATION HANDBOOK.

⁴ A public body, as defined in ORS 174.109, operating an unmanned aircraft system must register as a user with ODA. (ORS 837.360)

Sheridan School District 48J

Code: EEA
Adopted: 10/15/08
Revised/Readopted: 3/21/12; 10/17/12; 12/17/14;
12/13/17
Orig. Code: EEA

Student Transportation Services

School transportation services will be provided for students to and from school and for transporting students to and from curricular and extracurricular activities sponsored by the district and school-sponsored field trips that are extensions of classroom learning experiences. Transportation will be provided for homeless students to and from the student's school of origin¹ as required by the Every Student Succeeds Act of 2015 (ESSA). ~~These s~~Services shall be provided throughout the regularly scheduled year and during the regular school day as determined by the Board.

Elementary students in grades K-8, who live more than one mile from school will be transported. Secondary students in grades 9-12, who live more than one and one-half miles from school will be transported. Mileage exceptions for health, safety or disability will be made in accordance with the district's approved supplemental plan.

Miles from school will be determined by the transportation supervisor in accordance with Oregon Administrative Rule (OAR) 581-023-0040 (1)(c).

The district may use Type 10 School Activity Vehicles to transport students from home to school, school to home and from district-sponsored activities.

The district may also provide transportation using federal funds^{FN:2} or through cooperative agreements with local victims assistance units for a student to attend a safe district school^{FN:3} out of the student's attendance area for any student who is a victim of a violent criminal offense occurring in or on the grounds of the school the student attends or the student attends a school identified as persistently dangerous.

If there are no other schools within the district a student may transfer to, the district may establish a cooperative agreement with other districts in the area for a transfer. Transportation for students who transfer for such purposes will be provided in accordance with the agreement.

Students attending any private, parochial or public charter school under the compulsory school attendance laws will, where the private, parochial or public charter school is along or near the bus route, be provided equally the riding privileges given to public school students.

Transportation will be provided for students whose parent or guardian voluntarily placed the child outside the child's home with a public or private agency and who is living in a licensed, certified or approved substitute care program, and whose residency is established pursuant to Oregon Revised Statute (ORS) 339.134.

¹ "School of origin" means the school that a student attended when permanently housed or the school in which the student was last enrolled.

Preschool students with disabilities who have transportation as a related service and children from birth to age three who are enrolled in an eligible program shall be provided home to school transportation.

A seat that fully supports each person and meets the minimum standards and specifications of law will be provided at all times. A person who weighs 40 pounds or less must be properly secured with a child safety system that meets the minimum standards and specifications established by the Department of Transportation under Oregon Revised Statute (ORS) 815.055. A person over 40 pounds or who has reached the upper weight limit for the forward-facing car seat must use a booster seat until he or she is four feet nine inches tall or age eight and the adult belt properly fits.^{FN:4} A person who is taller than four feet nine inches or eight years of age or older must be properly secured with a safety belt or harness that meets the requirements under ORS 815.055. In accordance with ORS 811.210 and 811.215 vehicles in excess of 10,000 pounds used for student transportation are exempt from statutory requirements unless they have been equipped with lap belts. Vehicles in excess of 10,000 pounds that have been equipped with lap belts must meet child car seat requirements as set forth in law.

School buses carrying students will be considered extensions of the school experience. All students using school transportation will abide by the code of conduct posted in each school bus or school activity vehicle. Violations of such code, as well as other conduct which is improper or which jeopardizes the safety of self or others, will be reported by the school bus/vehicle driver to the supervisor. The transportation supervisor will, as soon as possible, inform the appropriate building principal of such occurrence. Violators may be denied use of transportation for a period of time as deemed proper by the building principal and/or transportation supervisor.

The building principal or designee shall ensure transportation officials and drivers receive notification of students having special medical or behavioral protocols identified in student records.

Appropriate training related to specific protocols, including confidentiality requirements, will be provided to drivers.

Aides or assistants that ride a school bus shall receive training on emergency procedures and their role in the safe transportation of all students on the bus.

The school bus/vehicle driver will be responsible for the school bus/vehicle at all times from departure until return. The driver will not participate in any activities that might impair his/her/their driving abilities.

The district will comply with all state and federal laws and regulations pertaining to school bus transportation.

END OF POLICY

Legal Reference(s):

[ORS 327.006](#)
[ORS 327.033](#)
[ORS 327.043](#)
[ORS 332.405](#)
[ORS 332.415](#)
[ORS 339.240 - 339.250](#)
[ORS 343.155 - 343.246](#)
[ORS 343.533](#)

[ORS 811.210](#)
[ORS 811.215](#)
[ORS 815.055](#)
[ORS 815.080](#)
[ORS 820.100 - 820.190](#)

[OAR 581-021-0050 - 0075](#)
[OAR 581-022-2345](#)

[OAR 581-023-0040](#)
[OAR 581-053-0002](#)
[OAR 581-053-0003](#)
[OAR 581-053-0004](#)
[OAR 581-053-0010](#)
[OAR 581-053-0031](#)
[OAR 581-053-0040](#)
[OAR 581-053-0053](#)

[Date]: [Initials]

Student Transportation Services – EEA

[OAR 581-053-0060](#)
[OAR 581-053-0070](#)
[OAR 581-053-0210](#)

[OAR 581-053-0220](#)
[OAR 581-053-0230](#)
[OAR 581-053-0240](#)

[OAR 735-102-0010](#)

Senate Bill 905 (2019)

Every Student Succeeds Act of 2015, 20 U.S.C. §§ 6315, 7912 (2018).
McKinney-Vento Homeless Assistance Act, 42 U.S.C. §§ 11431-11435 (2012).

Cross Reference(s):

ECAC - Video Surveillance
EEAB - School Bus Scheduling and Routing
EEAC - School Bus Safety Program
EEACC - Student Conduct on School Buses

Sheridan School District 48J

Code: GBA
Adopted: 10/20/10
Revised/Readopted: 3/21/12; 4/19/17
Orig. Code: GBA

Equal Employment Opportunity

Equal employment opportunity and treatment shall be practiced by the district regardless of race, color, religion, sex, sexual orientation¹, national origin, marital status, pregnancy, childbirth or a related medical condition², familial status, age, veterans' status³, service in uniformed services, genetic information, an individual's juvenile record that has been expunged, and disability⁴ if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.

The superintendent will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act of 1990, the Americans with Disabilities Act Amendments Act of 2008 (ADA), and Section 504 of the Rehabilitation Act of 1973. The superintendent will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments of 1972. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number of the Title IX coordinator will be provided to all students and employees.

The superintendent will develop other specific recruiting, interviewing and evaluation procedures as are necessary to implement this policy.

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 652.210 - 652.220	ORS 659A.030
ORS 326.051	ORS 659.850	ORS 659A.040
ORS 332.505	ORS 659.870	ORS 659A.082
ORS 342.934	ORS 659A.003	ORS 659A.109
ORS 408.225	ORS 659A.006	ORS 659A.112
ORS 408.230	ORS 659A.009	ORS 659A.233
ORS 408.235	ORS 659A.029	ORS 659A.236

¹ "Sexual orientation" means an individual's actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual's gender identity, appearance, expression or behavior differs from that traditionally associated within the individual's sex at birth.

² This unlawful employment practice related to pregnancy, childbirth or a related medical condition as described in House Bill 2341 (2019) (added to ORS 659A) applies to employers who employ six or more persons.

³ The district grants a preference in hiring and promotion to veterans and disabled veterans. A veteran is eligible to use the preference any time when applying for a position at any time after discharge or release from service in the Armed Forces of the United States.

⁴ This unlawful employment practice related to disability as described in ORS 659A.112 applies to employers who employ six or more persons (ORS 659A.106).

[Date]: [Initials]

Equal Employment Opportunity – GBA

[ORS 659A.309](#)
[ORS 659A.321](#)
[ORS 659A.409](#)
[ORS 659A.820](#)

[OAR 581-021-0045](#)

[OAR 581-022-2405](#)
[OAR 839-003-0000](#)
[OAR 839-006-0435](#)
[OAR 839-006-0440](#)
[OAR 839-006-0450](#)
[OAR 839-006-0455](#)

[OAR 839-006-0460](#)
[OAR 839-006-0465](#)

House Bill 2341 (2019)
Senate Bill 479 (2019)

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2012).
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et. seq. (2012).
Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-634 (2018); 29 C.F.R Part 1626 (2019).
Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2012).
Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).
Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 794 (2012); 34 C.F.R. Part 104 (2019).
Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2019).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).
Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2012).
The Vietnam Era Veterans' Readjustment Assistance Act of 1974, 38 U.S.C. § 4212 (2018).
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. § 2000ff-1 (2012).
Chevron USA Inc. v. Echazabal, 536 U.S. 736 (2002).
Uniformed Services Employment and Reemployment Rights Act of 1994, 38 U.S.C. §§ 4301-4303 (2018).

Cross Reference(s):

AC - Nondiscrimination
ACA - Americans with Disabilities Act

Sheridan School District 48J

Code: GBEDA
Adopted: 6/20/12
Revised/Readopted: 12/18/13

Drug and Alcohol Testing and Record Query - Transportation Personnel

The district is committed to the establishment of a drug use and alcohol misuse prevention program that meets all applicable requirements of the Omnibus Transportation Employee Testing Act of 1991 (OTETA). The district or its transportation provider shall have an in-house drug and alcohol testing program or be a member of a consortium that provides testing that meets the federal regulations, and shall annually certify this information to the Oregon Department of Education (ODE). The district or its transportation provider shall comply with the reporting and pre-employment and annual query requirements of the Federal Motor Carrier Safety Administration (FMCSA).

Accordingly, all employees subject to commercial driver's license (CDL) requirements shall be prohibited from:

1. The use of drugs, unless a written prescription from a licensed doctor or osteopath is provided, including a statement advising that the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle;
2. The use of alcohol including:
 - a. While on duty;
 - b. Eight hours before driving, in accordance with Oregon Administrative Rules;
 - c. Eight hours following an accident;
 - d. Consumption resulting in prohibited levels of alcohol in the system.

"Drugs" as used in this policy refer to controlled substances covered by OTETA, including marijuana, cocaine, opiates, amphetamines and phencyclidine (PCP).

All covered individuals offered employment with the district and district employees transferring to positions subject to OTETA shall be required to submit to preemployment drug testing and a pre-employment query with FMCSA. Additionally, covered employees will be subject to reasonable suspicion, random and post-accident alcohol and drug testing. Return-to-duty and follow-up testing may also be required.

Preemployment drug testing costs will be paid for by the employee. All drug and alcohol testing of district employees, including reasonable suspicion, random, post-accident, return-to-duty and follow-up testing costs, as applicable, will be paid for by the district. A fee associated with a pre-employment query requested by the district from FMCSA will be paid by the district ~~and reimbursement sought from the individual~~. The district will comply with collective bargaining agreement provisions.

All offers of employment or transfer to covered positions with the district will be made contingent upon testing results and information obtained from a query with FMCSA. An individual who tests positive for drugs will not be hired or transferred¹. The offer of employment or transfer will be immediately withdrawn.

An offer of employment or transfer will also be immediately withdrawn from any individual who refuses drug testing and/or refuses to give consent for a query with FMCSA.

Covered employees who, under the district’s reasonable suspicion, random, postaccident, return-to-duty or follow-up testing program, test positive for drugs or test with a breath alcohol content level of 0.02 or higher, will be subject to immediate disciplinary action up to and including dismissal in accordance with Board policy. Employees who refuse to comply with testing requirements will also be regarded as testing positive for drugs or testing with a breath alcohol content level of 0.02 or higher. Notification of available resources for evaluation and treatment will be made as required by law. Additionally, employees may be subject to CDL prohibitions and penalties under the OTETA and applicable Federal Motor Carrier Safety Administration (FMCSA) regulations. Covered employees who refuse consent for a query with FMCSA when required will be removed from safety-sensitive functions.

END OF POLICY

Legal Reference(s):

[ORS 657.176](#)
[ORS 825.415](#)
[ORS 825.418](#)

[OAR 581-053-0220\(3\)\(h\)](#)
[OAR 581-053-0230\(9\)\(t\)](#)
[OAR 581-053-0420\(4\)\(b\)\(B\)\(ii\)](#)
[OAR 581-053-0430\(13\),\(14\)](#)

[OAR 581-053-0531\(12\),\(13\)](#)
[OAR 581-053-0615\(2\)\(c\)\(D\)\(ii\)](#)
[OAR 581-053-0620\(1\)\(d\)](#)

Omnibus Transportation Employee Testing Act of 1991, 49 U.S.C. §§ 31301-31317 (2012); 49 C.F.R. Parts 40, 382, 391-395 (2019).

¹ The district may elect to allow an individual who tests positive for drugs to reapply for district employment or transfer to a covered position at a later date. At that time, the individual will again be tested for the presence of drugs. A district employee considered for transfer to an OTETA-covered position who tests positive for drugs will be subject to all district policies and regulations including the district’s Drug-Free Workplace policy.

Sheridan School District 48J

Code: GCAB
Adopted: 12/16/09
Revised/Readopted: 6/20/12; 7/16/14
Orig. Code: GCAB

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 (PED)” is a device, not issued by the district, 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 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.

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 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~~s during work hours is prohibited, unless the staff member has prior written approval by the

¹ Nothing in this policy is intended in any form to limit the right of the employees to engage in protected labor activities via the use of social media.

building administrator to text students for educational purposes. Texting a student 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 disciplinary action up to and including dismissal. A “disruption” 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.

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](#)
[ORS 163.689](#)

[ORS 163.693](#)
[ORS 163.700](#)
[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).

Cross Reference(s):

JHFF - Reporting Requirements Regarding Sexual Conduct with Students

Sheridan School District 48J

Code: IICC
Adopted: 7/21/04
Revised/Readopted: 6/20/12; 1/17/18; 12/19/18;
11/20/19
Orig. Code: IICC

Volunteers

Community patrons who voluntarily contribute their time and talents to the improvement and enrichment of the public schools' instructional and other programs are valuable assets. The Board encourages constructive participation of groups and individuals in the school to perform appropriate tasks during and after school hours under the direction and supervision of professional personnel.

¹ A volunteer authorized by the district for service into a position that allows direct, unsupervised contact with students shall undergo an in-state criminal records check. A volunteer allowed to have direct, unsupervised contact with students, in a position identified by the district as requiring a fingerprint-based criminal records check, shall undergo a state and national criminal records check and based on fingerprints. (See Board policy GCDA/GDDA - Criminal Records Checks and Fingerprinting and its accompanying administrative regulation.) A volunteer that will not likely have direct, unsupervised contact with students will be required to undergo an in-state criminal records check.

Any volunteer who knowingly makes a false statement, as determined by the district, on a district volunteer application form may be denied the ability to volunteer in the district.

[Any electronic communications with students by a volunteer for the district will be appropriate and only when directed by district administration. When communicating with students electronically regarding school-related matters, volunteers shall use district e-mail using mailing lists and/or other internet messaging 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 volunteer for the district is ~~strongly discouraged~~ ~~prohibited~~.]

Nonexempt employees² may be permitted to volunteer to perform services for the district provided the volunteer activities do not involve the same or similar type of services³ as the employee's regularly assigned duties. In the event a nonexempt employee volunteers to perform services for the district that are the same or similar as the employee's regularly assigned duties, the Board recognizes that under the Fair Labor Standards Act (FLSA), overtime or compensatory time must be provided.⁴

¹The district must make a determination on whether volunteers positions will or will not be allowed direct, unsupervised contact with students, and also decide if any of these volunteer positions will be identified by the district to require a nationwide criminal records check through fingerprinting. If the district allows volunteers direct, unsupervised contact with students, this language is required. Choose the appropriate bracketed options and align with bracketed language selections made in GCDA/GDDA and GCDA/GDDA-AR.

² There are three types of FLSA exemptions: those for executive, administrative and professional employees. Generally, employees who are exempt under the executive, administrative or professional exceptions must primarily perform executive, administrative or professional duties at least 50 percent of the employee's time.

³ Instructional assistant duties are generally viewed to be the same type of service, supervising and instructing students, as coaching.

⁴ Districts should review with legal counsel the use of non-exempt employees in extracurricular activity positions such as coaching and as advisors for cheerleading and other district-sponsored activities for FLSA district impact.

The administration is responsible for the recruitment, use, coordination and training of volunteers. These assignments will be carried out as directed or delegated by the superintendent. Every effort should be made to use volunteer resources in a manner which will ensure maximum contribution to the welfare and educational growth of students.

END OF POLICY

Legal Reference(s):

[ORS Chapter 243](#)
[ORS 326.607](#)
[ORS 332.107](#)

[ORS 339.372](#)

[OAR 581-021-0510 – 021-0512](#)

[OAR 839-020-0005](#)

Senate Bill 155 (2019)

Fair Labor Standards Act of 1938, 29 U.S.C. §§ 206-207 (2012).

Cross Reference(s):

GCDA/GDDA - Criminal Records Checks and Fingerprinting

Sheridan School District 48J

Code: JEA
Adopted: 12/19/07
Revised/Readopted: 6/20/12; 3/20/13; 3/16/16;
8/16/17; 1/17/18
Orig. Code: JEA

Compulsory Attendance**

Except when exempt by Oregon law, all students between ages 6 and 18 who have not completed the 12th grade are required to regularly attend a public, full-time school during the entire school term.

All students five years of age who have been enrolled in a public school are required to attend regularly while enrolled in the public school.

Persons having legal control of a student between ages 6 and 18 who has not completed the 12th grade are required to have the student attend and maintain the child in regular attendance during the entire school term. Persons having legal control of a student, who is five years of age and has enrolled the child in a public school, are required to have the student attend and maintain the child in regular attendance during the school term.

Attendance supervisors shall monitor and report any violation of the compulsory attendance law to the superintendent or designee. Failure to send a student and to maintain a student in regular attendance is a Class C violation.

The district will develop procedures for issuing a citation.

A parent who is not supervising ~~his/her~~ their student by requiring school attendance may also be in violation of Oregon Revised Statute (ORS) 163.577 (1)(c). Failing to supervise a child is a Class A violation.

~~In addition, under Board policy JHFDA—Suspension of Driving Privileges, the district may report students with 10 consecutive days of unexcused absences or 15 cumulative days unexcused absences in a single semester to the Oregon Department of Transportation.~~

Exemptions From Compulsory School Attendance

In the following cases, students shall not be required to attend public, full-time schools:

1. Students being taught in a private or parochial school in courses of study usually taught in kindergarten through grade 12 in the public schools, and in attendance for a period equivalent to that required of students attending public schools.
2. Students proving to the Board's satisfaction that they have acquired equivalent knowledge to that acquired in the courses of study taught in kindergarten through grade 12 in the public schools.
3. Students who have received a high school diploma or a modified diploma.

4. Students being taught, by a private teacher, the courses of study usually taught in kindergarten through grade 12 in the public school for a period equivalent to that required of students attending public schools.
5. Students being educated in the home by a parent or guardian.
 - a. When a student is taught or is withdrawn from a public school to be taught by a parent or private teacher, the parent or teacher must notify the Willamette Education Service District (WESD) in writing within 10 days of such occurrence. In addition, when a home-schooled student moves to a new ESD, the parent shall notify the new ESD in writing, within 10 days, of the intent to continue home schooling. The ESD superintendent shall acknowledge receipt of any notification in writing within 90 days of receipt of the notification. The ESD is to notify, at least annually, school districts of home-schooled students who reside in their district;
 - b. Each student being taught by a parent, guardian or private teacher shall be examined no later than August 15, following grades 3, 5, 8 and 10:
 - (1) If the student was withdrawn from public school, the first examination shall be administered at least 18 months after the date the student withdrew;
 - (2) If the student never attended public or private school, the first examination shall be administered prior to the end of grade 3;
 - (3) Procedures for home-schooled students with disabilities are set out in Oregon Administrative Rule (OAR) 581-021-0029.
 - c. Examinations testing each student shall be from the list of approved examinations from the State Board of Education;
 - d. The examination must be administered by a neutral individual qualified to administer tests on the approved list provided by the Oregon Department of Education;
 - e. The person administering the examination shall score the examination and report the results to the parent. Upon request of the ESD superintendent, the parent shall submit the results of the examination to the ESD;
 - f. All costs for the test instrument, administration and scoring are the responsibility of the parent;
 - g. In the event the ESD superintendent finds that the student is not showing satisfactory educational progress, the ESD superintendent shall provide the parent with a written statement of the reasons for the finding, based on the test results and shall follow the guidelines in Oregon Revised Statutes and Oregon Administrative Rules.
6. Children whose sixth birthday occurred on or before September 1 immediately preceding the beginning of the current school year, if the parent or guardian notified the child's resident district in writing that the parent or guardian is delaying the enrollment of their child for one school year to better meet the child's needs for cognitive, social or physical development, as determined by the parent or guardian.
7. Children who are present in the United States on a nonimmigrant visa and who are attending a private, accredited English language learner program in preparation for attending a private high school or college.
8. Students excluded from attendance as provided by law.

9. Students who are eligible military children¹ are exempt up to 10 days after the date of military transfer or pending transfer indicated in the official military order.
10. An exemption may be granted to the parent or guardian of any student 16 or 17 years of age who is lawfully employed full-time, or who is lawfully employed part-time and enrolled in school, enrolled in a community college, or another state-registered alternative education program, or Sheridan High School Opportunity House.
11. An exemption may be granted to any child who is an emancipated minor or who has initiated the procedure for emancipation under ORS 419B.550 to 419B.558

END OF POLICY

Legal Reference(s):

ORS 153.018	ORS 339.990	OAR 581-021-0071
ORS 163.577	ORS 419B.550 - 419B.558	OAR 581-021-0077
ORS 336.615 - 336.665	ORS 807.065	
ORS 339.010 - 339.090	ORS 807.066	Senate Bill 802 (2019)
ORS 339.095	OAR 581-021-0026	
ORS 339.257	OAR 581-021-0029	

Cross Reference(s):

IGBHC - Alternative Education Notification

¹ “Military child” means a child who is in a military family covered by the Interstate Compact on Educational Opportunity for Military Children, as determined under rules adopted by the State Board of Education.

Sheridan School District 48J

Code: JECA
Adopted: 1/16/08
Revised/Readopted: 6/20/12; 6/19/13; 1/17/18;
11/14/18
Orig. Code: JECA

Admission of Resident Students**

Resident students may be admitted under the following conditions:

1. School age students who live within the district attendance area between the ages of 5 - 19 shall attend school without paying tuition.
2. Students who turn 19 years of age during the school year shall continue to be eligible for a free and appropriate public education for the remainder of the school year.
3. The Board may admit otherwise eligible students who are not receiving special education and who have not yet attained 21 years of age prior to the beginning of the current school year if they are shown to be in need of additional education in order to receive a diploma or a modified diploma. These students may attend school without paying tuition.
4. The Board shall admit otherwise eligible students who have not yet attained age 21 prior to the beginning of the current school year if the student is receiving special education services, and:
 - a. Has not yet received a regular high school diploma; or
 - b. Has received a modified diploma, an extended diploma or an alternative certificate.

~~5. A student with disabilities shall be considered a resident in which the child's parent or guardian resides under criteria identified in Oregon Revised Statute (ORS) 339.134.~~

~~6. Students with disabilities voluntarily placed outside the home by their parent or guardian may continue to attend the school the student was attending prior to the placement as a district resident when the student's parent or guardian and school staff can demonstrate it is in the student's best interest.~~

7.5. Students whose parent or guardian voluntarily placed the child outside the child's home with a public or private agency and who is living in a licensed, certified or approved substitute care program, and whose residency is established pursuant to Oregon Revised Statute (ORS) 339.134.

8.6. Students who are military children¹ are considered resident of the district, if the district is the district of military residence² for the military child. Parents of military students must provide proof of

¹ "Military child" means a child who is in a military family covered by the Interstate Compact on Educational Opportunity for Military Children, as determined under rules adopted by the State Board of Education.

² "School district of military residence" means the school district in which 1) the family of a military child intends to reside as the result of a military transfer; or 2) if the school district in which the family intends to reside is unknown, the school district in which the military installation identified in the official military order is located.

residency within 10 days after the date of military transfer or pending transfer indicated on the official military order.

- ~~9.7.~~ The Board may, based on district criteria, deny regular school admission to students who have become residents and who are under expulsion from another school district for reasons other than a weapons policy violation.
- ~~10.8.~~ The Board shall deny for at least one calendar year from the date of the expulsion regular school admission to students who have become residents and who are under expulsion from another school district for a weapons policy violation.
- ~~11.9.~~ The Board may, based on district criteria, provide alternate programs of instruction to students expelled for a weapons policy violation.
- ~~12.10.~~ The Board may, based on district criteria, provide alternative programs of instruction to students expelled for a weapons policy violation.

END OF POLICY

Legal Reference(s):

[ORS 109.056](#)
[ORS 327.006](#)
[ORS 339.115](#)

[ORS 339.133](#)
[ORS 339.134](#)
[ORS 433.267](#)

[Senate Bill 802 \(2019\)](#)
[Senate Bill 905 \(2019\)](#)

Sheridan School District 48J

Code: JGAB
Adopted: 6/20/12
Revised/Readopted: 12/18/13; 4/16/14; 7/16/14;
1/17/18; 11/20/19

Use of Restraint or Seclusion**

The Board is dedicated to the development and application of best practices within the district's public educational/behavioral programs. The Board establishes this policy and its administrative regulation to define the circumstances that must exist and the requirements that must be met prior to, during and after the use of restraint or seclusion as an intervention with district students.

The use of the following types of restraint on a student in the district is prohibited:

1. Chemical restraint.
2. Mechanical restraint.
3. Prone restraint.
4. Supine restraint.
5. Any restraint that involves the intentional and nonincidental use of a solid object¹, including a wall or the floor, to impede a student's movement, unless the restraint is necessary to prevent an imminent life-threatening injury or to gain control of a weapon.
6. Any restraint that places, or creates a risk of placing, pressure on a student's **mouth**, neck or throat.
7. Any restraint that places, or creates a risk of placing, pressure on a student's mouth, unless the restraint is necessary for the purpose of extracting a body part from a bite.
8. Any restraint that impedes, or creates a risk of impeding, breathing.
9. Any restraint that involves the intentional placement of the hands, feet, elbow, knee or any object on a student's neck, throat, genitals or other intimate parts.
10. Any restraint that causes pressure to be placed, or creates a risk of causing pressure to be placed, on the stomach or back by a knee, foot or elbow bone.
11. Any action designed for the primary purpose of inflicting pain.

Restraint or seclusion may not be used for discipline, punishment, retaliation or convenience of staff, contractors or volunteers of the district.

¹ The use of a solid object, including furniture, a wall, or the floor, by district staff performing a restraint is not prohibited if the object is used for the staff's own stability or support while performing the restraint and not as a mechanism to apply pressure directly to the student's body.

Restraint may be imposed on a student in the district only under the following circumstances:

1. The student’s behavior imposes a reasonable risk of imminent and substantial physical or bodily injury to the student or others; and
2. Less restrictive interventions would not be effective.

Seclusion may be used on a student in the district only under the following circumstances:

1. The student’s behavior imposes a reasonable risk of imminent and serious bodily injury to the student or others; and
2. Less restrictive interventions would not be effective.

If restraint or seclusion is used on a student, by trained staff or other staff available in the case of an emergency when trained staff are not immediately available due to the unforeseeable nature of the emergency, e.g., teacher, administrator[, or volunteer], it will be used only for as long as the student’s behavior poses a reasonable risk of imminent and substantial physical or bodily injury to the student or others and less restrictive interventions would not be effective. Students will be continuously monitored by staff for the duration of the restraint or seclusion.

Definitions

1. “Restraint” means the restriction of a student’s actions or movements by holding the student or using pressure or other means.

“Restraint” does not include:

- a. Holding a student’s hand or arm to escort the student safely and without the use of force from one area to another;
- b. Assisting a student to complete a task if the student does not resist the physical contact; or
- c. Providing reasonable intervention with the minimal exertion of force necessary if the intervention does not include a restraint prohibited under Oregon Revised Statute (ORS) 339.288 and the intervention is necessary to:
 - (1) Break up a physical fight;
 - (2) Interrupt a student’s impulsive behavior that threatens the student’s immediate safety, including running in front of a vehicle or climbing on unsafe structures or objects; or
 - (3) Effectively protect oneself or another from an assault, injury or sexual contact with the minimum physical contact necessary for protection.

2. “Seclusion” means the involuntary confinement of a student alone in a room from which the student is physically prevented from leaving. Seclusion includes, but is not limited to, the involuntary confinement of a student alone in a room with a closed door, whether the door is locked or unlocked.

“Seclusion” does not include the removal of a student for a short period of time to provide the student with an opportunity to regain self-control if the student is in a setting from which the student is not physically prevented from leaving, or a student being left alone in a room with a closed door for a brief period of time if the student is left alone for a purpose that is unrelated to the student’s behavior.

3. “Serious bodily injury” means any significant impairment of the physical condition of a person, as determined by qualified medical personnel, whether self-inflicted or inflicted by someone else.

4. “Substantial physical or bodily injury” means any impairment of the physical condition of a person that requires some form of medical treatment.
5. “Mechanical restraint” means a device used to restrict the movement of a student or the movement or normal function of a portion of the body of a student.

“Mechanical restraint” does not include:
 - a. A protective or stabilizing device ordered by a licensed physician; or
 - b. A vehicle safety restraint when used as intended during the transport of a student in a moving vehicle.
6. “Chemical restraint” means a drug or medication that is used on a student to control behavior or restrict freedom of movement that is not prescribed by a licensed physician or other qualified health professional acting under the professional’s scope of practice for standard treatment of the student’s medical or psychiatric condition; and administered as prescribed by a licensed physician or other qualified health professional acting under the professional’s scope of practice.
7. “Prone restraint” means a restraint in which a student is held face down on the floor.
8. “Supine restraint” means a restraint in which a student is held face up on the floor.

Any student being restrained or secluded within the district whether in an emergency or as a part of a plan shall be constantly monitored by staff for the duration of the intervention. Any room used for seclusion of a student must meet the standards as outlined in OAR 581-021-0568.

The district shall utilize the Mandt[®] training program of restraints and seclusion for use in the district. As required by state regulation, the selected program shall be on approved by the Oregon Department of Education (ODE) and include, but not limited to, positive behavior support, conflict prevention, de-escalation and crisis response techniques. Any program selected by the district must be in compliance with state and federal law with respect to the use of restraint or seclusion.

An annual review of the use of restraint or seclusion during the preceding school year shall be completed and submitted to ODE to ensure compliance with district policies and procedures.

The results of the review and annual report shall be documented and shall include at a minimum:

1. The total number of incidents involving restraint;
2. The total number of incidents involving seclusion;
3. The total number of seclusions in a locked room;
4. The total number of students placed in restraint;
5. The total number of students placed in seclusion;
6. The total number of incidents that resulted in injuries or death to students or staff as a result of the use of restraint or seclusion;
7. The total number of students placed in restraint or seclusion more than 10 times in a school year and an explanation of what steps have been taken by the district to decrease the use of restraint and seclusion for each student;
8. The total number of restraint or seclusion incidents carried out by untrained individuals;

9. The demographic characteristics² of all students upon whom restraint or seclusion was imposed;
10. The total number of rooms available for use by the district for seclusion of a student and a description of the dimensions and design of the rooms.

This annual report shall be made available to the public at the district’s main office and on the district’s website and to the Board.

At least once each school year the parents and guardians of students of the district shall be notified about how to access the report.

The district shall investigate all complaints regarding the use of restraint and/or seclusion practices according to the procedures outlined in Board policy KL - Public Complaints and KL-AR - Public Complaint Procedure. The complaint procedure is available at the district’s administrative office and is available on the home page of the district’s website.

The complainant, ~~who is a student, a parent or guardian of a student attending school in the district or a person who resides in the district,~~ whether an organization or an individual, may appeal the district’s final decision to the ~~Deputy Superintendent of Public Instruction~~ Oregon Department of Education pursuant to OAR ~~581-002-2370~~ 581-002-0001 – 581-002-0023. [This appeal process is identified in administrative regulation KL-AR(2) - Appeal to the Deputy Superintendent of Public Instruction.]

The superintendent shall develop administrative regulations to carry out the requirements set forth in this policy and to meet any additional requirements established by law related to the use, reporting and written documentation of the use of restraint or seclusion by district staff.

END OF POLICY

Legal Reference(s):

ORS 161.205	ORS 339.300	OAR 581-021-0563
ORS 339.250	ORS 339.303	OAR 581-021-0566
ORS 339.285		OAR 581-021-0568
ORS 339.288	OAR 581-021-0061	OAR 581-021-0569
ORS 339.291	OAR 581-021-0550	OAR 581-021-0570
ORS 339.294	OAR 581-021-0553	OAR 581-022-2267
ORS 339.297	OAR 581-021-0556	OAR 581-022-2370

JGDA/JGEA - Discipline of Students with Disabilities

² Including race, ethnicity, gender, disability status, migrant status, English proficiency and status as economically disadvantaged, unless the demographic information would reveal personally identifiable information about an individual student.

Sheridan School District 48J

Code: LBE-AR
Revised/Reviewed: 11/17/10; 4/18/12; 12/18/13;
7/16/14; 12/17/14; 8/19/15;
3/16/16; 12/13/17
Orig. Code: LBE-AR

Public Charter Schools

1. Definitions

- a. “Applicant” means any person or group that develops and submits a written proposal for a public charter school to the district.
- b. “Public charter school” means an elementary or secondary school offering a comprehensive instructional program operating under a written agreement entered into between the district and an applicant.
- c. “Virtual Public Charter School” means a public charter school that provides online courses, but does not primarily serve students in a physical location.
 - (1) For the purpose of this definition, an “online course” is a course in which instruction and content are delivered on a computer using the internet, other electronic network or other technology such as CDs or DVDs; the student and teacher are in different physical locations for the majority of instructional time; the student is not required to be in a physical location of a school while participating in the course; and the online instruction is integral to the academic program of the charter school.
 - (2) For the purpose of this definition, “primarily serving students in a physical location” means that more than 50 percent of the core courses offered are not online courses; more than 50 percent of the total number of students attending the school are not receiving instructional services in an online course; and more than 50 percent of the school’s required instructional hours are not through an online course.
- d. “Remote and necessary school district” means a school district that offers kindergarten through grade 12 and has: (a) an average daily membership (ADM), as defined in ORS 327.006, in the prior fiscal year of less than 110; and (b) a school that is located, by the nearest traveled road, more than 20 miles from the nearest school or from a city with a population of more than 5,000.
- e. “Sponsor” means the district Board.

2. Proposal Process

- a. The public charter school applicant shall submit the proposal to the district no later than 180 days prior to the proposed starting date¹
- b. To be considered complete, the proposal for a public charter school shall include the following:
 - (1) The identification of the applicant;
 - (2) The name of the proposed public charter school;
 - (3) A description of the philosophy and mission of the public charter school and how it differs from the district's current program and philosophy;
 - (4) A description of any distinctive learning or teaching techniques to be used;
 - (5) A description of the curriculum of the public charter school;
 - (6) A description of the expected results of the curriculum and the verified methods of measuring and reporting results that will allow comparisons with district schools;
 - (7) The governance structure public charter school board membership, selection, duties and responsibilities;
 - (8) The projected enrollment including the ages or grades to be served;
 - (9) The target population of students the public charter school is designed to serve;
 - (10) The legal address, facilities and physical location of the public charter school and applicable occupancy permits and health and safety approvals;
 - (11) A description of admission policies and application procedures;
 - (12) The statutes and rules that shall apply to the public charter school;
 - (13) The proposed budget and financial plan including evidence that the proposed budget and financial plan are financially sound;
 - (14) A financial management system that includes:
 - (a) A description of a financial management system for the public charter school. The financial management system must include a budget and accounting system that:
 - (i) Is compatible with the budget and accounting system of the sponsor of the school; and
 - (ii) Complies with the requirements of the uniform budget and accounting system adopted by the State Board of Education under Oregon Administrative Rule (OAR) 581-023-0035.
 - (b) A plan for having the financial management system in place at the time the school begins operating.
 - (15) The standards for behavior and the procedures for the discipline, suspension or expulsion of students;
 - (16) The proposed school calendar, including the length of the school day and length of the school year;
 - (17) A description of the proposed school staff and required qualifications of teachers including a breakdown of professional staff who hold a valid teaching license issued by

¹ The date shall be at least 180 days prior to the date the public charter school would begin operating and give a reasonable period of time for the school district board to complete the approval process and the public charter school to begin operating by the beginning of the school year.

- the Teacher Standards and Practices Commission (TSPC) and those who do not hold a license but are registered with the TSPC (At least one-half of the full-time equivalent teaching and administrative staff of the public charter school shall be licensed.);
- (18) The date upon which the public charter school would begin operating;
 - (19) The arrangements for any necessary special education and related services for students with disabilities who qualify under the Individuals with Disabilities Education Act (IDEA) and special education or regular education and related services for students who qualify under Section 504 of the Rehabilitation Act of 1973 who may attend the public charter school;
 - (20) Information on the manner in which community groups may be involved in the planning and development process of the public charter school;
 - (21) The term of the charter;
 - (22) The plan for performance bonding or insuring the public charter school, including buildings and liabilities;
 - (23) A proposed plan for the placement of public charter school teachers, other employees and students upon termination or nonrenewal of a charter;
 - (24) The manner in which the public charter school program review and fiscal audit will be conducted;
 - (25) In the case of a district school's conversion to charter status, the following additional criteria must be addressed:
 - (a) The alternate arrangements for students who choose not to attend the public charter school and for teachers and other school employees who choose not to participate in the public charter school;
 - (b) The relationship that will exist between the public charter school and its employees including terms and conditions of employment.
 - (26) The district will not complete the review required under Oregon Revised Statute (ORS) 338.055 of an application that does not contain the required components listed in ORS 338.045 (2)(a)-(y). A good faith determination of incompleteness is not a denial for purposes of requesting state board review under ORS 338.075;
 - (27) In addition to the minimum requirements enumerated in ORS 338.045 (2)(a)-(y), the district, under ORS 338.045 (3), may require the applicant to submit any of the following information as necessary to add detail or clarity to the minimum requirements or that the Board considers relevant to the formation or operation of the public charter school:
 - (a) Curriculum, Instruction and Assessment
 - (i) Description of a curriculum for each grade of students, which demonstrates in detail alignment with Oregon's academic content standards;
 - (ii) Description of instructional goals in relationship to Oregon's academic content standards and benchmarks;
 - (iii) A planned course statement for courses taught in the program, including related content standards, course criteria, assessment practices and state required work samples that will be collected;
 - (iv) Documentation that reflects consideration of credits for public charter school course work a student may perform at any other public school;

- (v) Explanation of grading practices for all classes and how student performance is documented;
 - (vi) Explanation of how the proposed academic program will be aligned with that of the district. (If an applicant is proposing an elementary level public charter school, please describe how the curriculum is aligned at each grade level with the district's curriculum, including an explanation of how a student in the public charter school will be adequately prepared to re-enter the district's public school system after completing the charter school's program.);
 - (vii) Description of the student assessment system, including how student academic progress will be measured at each grade level and any specific assessment instruments that will be used;
 - (viii) Description of the plan for reporting student progress to parents, students and the community;
 - (ix) Description of policies and procedures regarding diplomas and graduation;
 - (x) Description of policies and practices for meeting the needs of students who are not successful in the regular program;
 - (xi) Identification of primary instructional materials by publisher, copyright date, version and edition for each academic content area in each grade;
 - (xii) Identification of major supplementary material in core academic content areas and the criteria for use with students;
 - (xiii) Description of how the public charter school will meet the unique learning needs of students working above and below grade level, including but not limited to, talented and gifted students;
 - (xiv) Description of how the public charter school staff will identify and address students' rates and levels of learning;
 - (xv) Description of strategies the public charter school staff will use to create a climate conducive to learning and positive student engagement;
 - (xvi) Documentation that demonstrates improvements in student academic performance over time (both individual and program/grade level) from any private alternative school operated by the public charter school applicant, if applicable;
 - (xvii) Description of how teachers will utilize current student knowledge and skills to assist in the design of appropriate instruction;
 - (xviii) Identification of how the public charter school will provide access to national assessments such as PSAT, SAT and ACT, if applicable;
 - (xix) Description of parental involvement, content of planned meetings and how the school will adjust any meeting to meet the needs of working parents;
 - (xx) Description of distance learning options available to students, including the grade levels and amount of instruction offered to students, if applicable.
- (b) State and Federal Mandates/Special Education
- (i) Description of how the public charter school will meet any and all requirements of Every Student Succeeds Act of 2015 (ESSA), which also specifically addresses adequate yearly progress (AYP) and the safe schools aspects of the law;
 - (ii) Description of how the public charter school will collect AYP information on all subgroup populations in the school;

- (iii) Description of specific program information regarding curriculum and how specially designed instruction is delivered for special education students. (Include methodologies, data collection systems and service delivery models used.);
 - (iv) Description of how the public charter school will serve the needs of talented and gifted students, including screening, identification and services;
 - (v) Description of how the public charter school will deliver services and instruction to English Language Learners (ELL), including descriptions of curriculum, methodology and program accommodations;
 - (vi) Description of how the public charter school will work with the district to comply with Section 504 accessibility requirements and nondiscrimination requirements in admissions and staff hiring;
 - (vii) Explanation of how the public charter school will work with the district to implement Child Find requirements;
 - (viii) Explanation of how the public charter school will work with the district to manage IDEA 2004 mandates regarding eligibility, individual education program (IEP) and placement meetings;
 - (ix) Explanation of how the public charter school will work with the district in which the public charter school is located to implement accommodations and modifications contained in the IEP or Section 504 plan;
 - (x) Explanation of how the public charter school will work with the district to include parents in implementing IEPs;
 - (xi) Explanation of how the public charter school intends to work with the district in which the public charter school is located to provide special education services for eligible students.
- (c) Teacher Certification
- (i) Identification regarding the training and/or certification of staff, including areas of industry training, endorsements and the TSPC licensure;
 - (ii) Explanation of how the public charter school will comply with the TSPC requirements for all staff, including all TSPC Oregon Administrative Rules pertaining to its staff.
- (d) Professional Development
- (i) Provide the public charter school's plan for comprehensive professional development for all staff;
 - (ii) Identification of how the public charter school's licensed staff will obtain their required Continuing Professional Development units for licensure renewal.
- (e) Budget
- (i) Explanation of projected budget item for the Public Employees Retirement System (PERS) contributions that would be required of the public charter school;
 - (ii) Description of planned computer and technology support;
 - (iii) Description of planned transportation costs, if applicable;

- (iv) Explanation of projected budget items for teaching salaries and other personnel contracts;
- (v) Explanation on facilities costs, including utilities, repairs, and rent;
- (vi) Copies of municipal audits for any other public charter school operated by the public charter school applicant, if applicable.

(f) Policy

Copies of any policy that the public charter school intends to adopt:

- (i) Which address expectations of academic standards for students and transcribing of credits;
- (ii) On student behavior, classroom management, suspensions and expulsions, which must contain an explanation of how the charter school will handle a student expelled from another district for reasons other than a weapons violation;
- (iii) Regarding corporal punishment including descriptions;
- (iv) Regarding dispensing of medication to students who are in need of regular medication during school hours;
- (v) Regarding reviewing and selecting instructional materials;
- (vi) Regarding solicitation/advertising/fundraising by nonschool groups;
- (vii) Regarding field trips;
- (viii) Regarding student promotion and retention;
- (ix) Regarding student publications;
- (x) Regarding staff/student vehicle parking and use;
- (xi) Regarding diplomas and graduation, and also participation in graduation exercises;
- (xii) Regarding student/parent/public complaints;
- (xiii) Regarding visitors;
- (xiv) Regarding staff discipline, suspension or dismissal.

(g) Other Information

- (i) Plans for use of any unique district facilities including, but not limited to, gymnasiums, auditoriums, athletic fields, libraries, cafeterias, computer labs and music facilities;
- (ii) Plans for child nutrition program(s);
- (iii) Plans for student participation in extracurricular activities pursuant to Oregon School Activities Association and Board policy, regulations and rules;
- (iv) Plans for counseling services;
- (v) Explanation of contingency plans for the hiring of substitute professional and classified staff;
- (vi) Description of how the public charter school will address the rights and responsibilities of students;
- (vii) Description of how the public charter school will handle situations involving student, possession, use or distribution of illegal drugs, weapons, flammable devices and other items that may be used to injure others;

- (viii) Description of procedures on how the public charter school will handle disciplinary referrals and how they will impact student promotion and advancement;
- (ix) Copies of program reviews conducted by other school districts that may have referred students to another public charter school operated by the public charter school applicant, if applicable;
- (x) Description of the typical school day for a student, including a master schedule, related activities, breaks and extracurricular options;
- (xi) Description of how student membership will be calculated, including a description of the type of instruction and location of instruction that contributes to ADM;
- (xii) Documentation and description of how long most students remain in the program, and documentation of student improvement in academic performance, disciplinary referrals, juvenile interventions, or any other disciplinary action while in the program;
- (xiii) Explanation of the legal relationship between the public charter school and any other public charter school, if applicable. (Please provide any contracts or legal documents that will create the basis of the relationship between the entities. Please also provide all financial audits and auditor's reports.);
- (xiv) If a public charter school applicant is operating any other public charter school, documentation that the public charter school applicant has established a separate Oregon nonprofit corporation, legally independent of any other public charter school in operation;
- (xv) If a public charter school applicant has not secured a facility at the time of submitting a public charter school proposal, a written and signed declaration of intent that states:

If given any type of approval (conditional or unconditional), the public charter school applicant promises to provide to the school district liaison, at least sixty (60) days before the intended date to begin operation of the public charter school, proof that it will be able to secure, at least thirty (30) days before the intended date to begin operation of the public charter school, a suitable facility, occupancy and safety permits and insurance policies with minimum coverages required by the school district in school board policy and administrative regulation LBE that sets forth the requirements and process for the school board in reviewing, evaluating and approving a public charter school.

If the public charter school applicant fails to provide proof of an ability to secure a facility and all necessary occupancy and safety permits and insurance that is required by the school district as a condition of approval by the due date, it will withdraw its application to begin operation of a public charter school for the upcoming school year.

By signing this document, I affirm that I am authorized to make the promises stated above on behalf of the public charter school applicant. I understand that failure to fulfill the conditions listed above will result in an approval becoming void, and will automatically revoke any type of approval that the school board previously granted to the public charter school applicant.

Name Date

On behalf of the [ADD APPLICANT'S NAME]

The public charter school applicant will organize and label all information required in section 27 to correspond to the requested numbers.

- (28) Each member of the proposed public charter school's governing body must provide an acknowledgment of understanding of the standards of conduct and the liabilities of a director of a nonprofit organization in ORS 65.

3. Proposal Review Process

- a. The superintendent may appoint an advisory committee to review public charter school proposals and submit a recommendation to the Board. The committee will consist of district representatives, community members and others as deemed appropriate.
- b. Within 30 business days of receipt of a proposal, the district will notify the applicant as to the completeness of the proposal and identify the specific elements of the proposal that are not complete. The district shall provide the applicant with a reasonable opportunity to complete the proposal.
- c. Within 60 days after the receipt of a completed proposal that meets the requirements of law and the district, the Board shall hold a public hearing on the provisions of the public charter school proposal.
- d. The Board must evaluate a proposal in good faith using the following criteria:
 - (1) The demonstrated sustainable support for the proposal by teachers, parents, students and other community members, including comments received at the public hearing;
 - (2) The demonstrated financial stability of the proposed public charter school including the demonstrated ability of the school to have a sound financial management system that:
 - (a) Is in place at the time the school begins operating;
 - (b) Is compatible with the budget and accounting system of the sponsor of the school; and
 - (c) Complies with the requirements of the uniform budget and accounting system adopted by the State Board of Education under OAR 581-023-0035.
 - (3) The capability of the applicant in terms of support and planning to provide comprehensive instructional programs;
 - (4) The capability of the applicant in terms of support and planning to provide comprehensive instructional programs to students identified by the applicant as academically low achieving;
 - (5) The adequacy of the information provided as required in the proposal criteria;

[Date] [Initials]

- (6) Whether the value of the public charter school is outweighed by any directly identifiable, significant and adverse impact on the quality of the public education of students residing in the district.

A “directly identifiable, significant and adverse impact” is defined as an adverse loss or reduction in staff, student, program or funds that may reduce the quality of existing district educational programs. This may include, but not be limited to, the following current data as compared to similar data from preceding years:

- (a) Student enrollment;
 - (b) Student teacher ratio;
 - (c) Staffing with appropriately licensed or endorsed personnel;
 - (d) Student learning and performance;
 - (e) Specialty programs or activities such as music, physical education, foreign language, talented and gifted and English as a second language;
 - (f) Revenue;
 - (g) Expenditure for maintenance and upkeep of district facilities.
- (7) Whether there are arrangements for any necessary special education and related services;
 - (8) Whether there are alternative arrangements for students, teachers and other school employees who choose not to attend or be employed by the public charter school if the public charter school is converting an existing district school;
 - (9) The prior history, if any, of the applicant in operating a public charter school or in providing educational services.
- e. The Board must either approve or deny the proposal within 30 days of the public hearing.
 - f. Written notice of the Board’s action shall be sent to the applicant. If denied, the notice must include the reasons for the denial with suggested remedial measures. The applicant may then resubmit the proposal. The Board must either approve or deny the resubmitted proposal within 30 days. The Board may, with good cause, request an extension in the approval process timelines from the State Board of Education.

4. Terms of the Charter Agreement

- a. Upon Board approval of the proposal, the Board will become the sponsor of the public charter school. The district and the applicant must develop a written charter agreement, subject to Board approval, which shall act as the legal authorization for the establishment of the public charter school.
- b. The charter agreement shall be legally binding and must be in effect for a period of not more than five years but may be renewed by the district.
- c. The district and the public charter school may amend a charter agreement through joint agreement.
- d. It is the intent of the Board that the charter agreement be detailed and specific to protect the mutual interests of the public charter school and the district. The agreement shall incorporate the elements of the approved proposal and will address additional matters, statutes and rules not fully covered by law or the proposal that shall apply to the public charter school including, but not limited to, the following:
 - (1) Sexual harassment (ORS 342.700, 342.704);
 - (2) Pregnant and parenting students (ORS 336.640);
 - (3) ~~Special English classes for certain children~~ English language learners (ORS 336.079);

[Date]: [Initials]

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- (4) Student conduct (ORS 339.250);
- (5) Alcohol and drug abuse ~~program~~ policy or plan (ORS 336.222);
- (6) Student records (ORS 326.565);
- (7) Oregon Report Card (ORS 329.115);
- (8) Recovery of costs associated with property damage (ORS 339.270);
- (9) Use of school facilities (ORS 332.172);
- (10) Employment status of public charter school employees:

(a) Public charter school law requires the following:

- (i) Employee assignment to a public charter school shall be voluntary;
- (ii) A public charter school or the sponsor of the public charter school may be considered the employer of any employees of the public charter school;
- (iii) If the Board is not the sponsor of the public charter school, it shall not be the employer and shall not collectively bargain with the employees;
- (iv) A public charter school employee may be a member of a labor organization or organize with other employees to bargain collectively. The bargaining unit may be separate from other bargaining units of the district;
- (v) The public charter school governing body shall control the selection of employees at the public charter school;
- (vi) The Board shall grant a leave of absence to any employee who chooses to work in the public charter school. The length and terms of the leave of absence shall be set by collective bargaining agreement or by Board policy; however, the length of leave of absence may not be less than two years unless:
 - 1) The charter of the public school is terminated or the public charter school is dissolved or closed during the leave of absence; or
 - 2) The employee and the Board have mutually agreed to a different length of time.
- (vii) An employee of a public charter school operating within the district who is granted a leave of absence and returns to employment with the district shall retain seniority and benefits as an employee, pursuant to the terms of the leave of absence.

(b) The terms and conditions of employment addressed in the agreement may include, but not limited to, the following provisions:

- (i) A proposed plan for the placement of teachers and other school employees upon termination or nonrenewal of the charter;
- (ii) Arrangements for employees who choose not to be employed or participate in the public charter school, if a district school has been converted to a public charter school;
- (iii) Salary for professional staff or wages for classified staff;
- (iv) Health benefits;
- (v) Leaves, including timing, commencement and duration of leave; voluntary and involuntary termination and return to work; whether the leave is paid or unpaid; and a description of benefits upon termination of leave (i.e., same, similar or available position and salary schedule placement);

- (vi) Work year;
- (vii) Working hours;
- (viii) Discipline and dismissal procedures;
- (ix) Arrangements to secure substitutes;
- (x) Arrangements to ensure that 50 percent of the total full-time equivalent teaching and administrative staff are licensed;
- (xi) Hiring practices;
- (xii) Evaluation procedures.

(11) Student enrollment, application procedures and whether the public charter school will admit nonresident students and on what basis:

(a) Public charter school law requires the following:

(i) Student enrollment shall be voluntary. If the number of applicants exceeds the capacity, students shall be selected through a lottery process. An equitable lottery may incorporate a weighted lottery for historically underserved students. All resident applicants will have their names written on a uniform-sized card to be placed in a covered container. Names will be drawn individually until all available slots are filled. If slots remain after resident applicants are placed, the remaining slots may be filled by nonresident applicants using an identical process. The drawing shall be made in the presence of at least two employees of the public charter school and two employees of the district. If the public charter school has been in operation one or more years, priority enrollment will be given to those students who:

- 1) Were enrolled in the public charter school the prior year;
- 2) Have siblings who are presently enrolled in the public charter school and who were enrolled the prior year;

3) Reside in the public charter school's sponsoring district or a district which is a party to a cooperative agreement with the sponsoring district.

(ii) A public charter school may not limit student admission based on ethnicity, national origin, race, religion, disability, sex, sexual orientation, income level, proficiency in the English language or athletic ability but may limit admission within a given age group or grade level, and may implement a weighted lottery for historically underserved students. Historically underserved students are at risk because of any combination of two or more factors including their race, ethnicity, English language proficiency, socioeconomic status, gender, sexual orientation, disability and geographic location.

(12) Transportation of students:

(a) Public charter school law requires the following:

- (i) The public charter school shall be responsible for providing transportation for its students and may negotiate with the district for the provision of transportation services;
 - (ii) The district shall provide transportation for public charter school students pursuant to ORS 327.043. Resident public charter school students will be transported under the same conditions as students attending private or parochial schools located along or near established district bus routes. The district shall not be required to add or extend existing bus routes;
 - (iii) Public charter school students who reside outside the district may use existing bus routes and transportation services of the district in which the public charter school is located;
 - (iv) Any transportation costs incurred by the district shall be considered approved transportation costs.
- (13) The plan for performance bonding or insuring the public charter school sufficient to protect the district. Documentation shall be submitted prior to agreement approval.
- (a) Insurance²:
 - (i) Commercial General Liability Insurance in an amount of not less than \$1,000,000 combined single limit per occurrence/\$3,000,000 annual aggregate covering the public charter school, the governing board, employees and volunteers against liability for damages because of personal injury, bodily injury, death or damage to property including the loss of use thereof. Coverage to include, but not limited to, contractual liability, advertisers' liability, employee benefits liability, professional liability and teachers' liability;
 - (ii) Liability Insurance for Directors and Officers in an amount not less than \$1,000,000 each loss/\$3,000,000 annual aggregate covering the public charter school, the governing board, employees and volunteers against liability arising out of wrongful acts and employment practices. Continuous "claims made" coverage will be acceptable, provided the retroactive date is on the effective date of the charter;
 - (iii) Automobile Liability Insurance in an amount not less than \$1,000,000 combined single limit covering the public charter school, the governing board, employees and volunteers against liability for damages because of bodily injury, death or damage to property, including the loss of use thereof arising out of the ownership, operation, maintenance or use of any automobile. The policy will include underinsured and uninsured motorist vehicle coverage at the limits equal to bodily injury limits;
 - (iv) Workers' Compensation Insurance shall also be maintained pursuant to Oregon laws (ORS Chapter 656). Employers' liability insurance with limits of \$100,000 each accident, \$100,000 disease each employee and \$500,000 each policy limit;

² Insurance requirements for individual public charter schools may vary and should be reviewed by legal counsel and an insurance representative.

- (v) Honesty Bond to cover all employees and volunteers. Limits to be determined by the governing board, but no less than \$25,000. Coverage shall include faithful performance and loss of moneys and securities;
 - (vi) Property Insurance shall be required on all owned or leased buildings or equipment. The insurance shall be written to cover the full replacement cost of the building and/or equipment on an “all risk of direct physical loss basis,” including earthquake and flood perils.
- (b) Additional requirements:
- (i) The district shall be an additional insured on commercial general and automobile liability insurance. The policies shall provide for a 90-day written notice of cancellation or material change. A certificate evidencing all of the above insurance shall be furnished to the district;
 - (ii) The public charter school shall also hold harmless and defend the district from any and all liability, injury, damages, fees or claims arising out of the operations of the public charter school operations or activities;
 - (iii) The district shall be loss payee on the property insurance if the public charter school leases any real or personal district property;
 - (iv) The coverage provided and the insurance carriers must be acceptable to the district.
- e. If the district and the public charter school enter a cooperative agreement with other school districts for the purpose of forming a partnership to provide educational services, then the agreement must be incorporated into the charter of the public charter school.
- f. In addition to any other terms required to be in the charter agreement, a virtual public charter school must have in the charter of the school, a requirement that the school:
- (1) Monitor and track student progress and attendance; and
 - (2) Provide student assessments in a manner that ensures that an individual student is being assessed and that the assessment is valid.

5. Public Charter School Operation

- a. The public charter school shall operate at all times in accordance with the public charter school law, the terms of the approved proposal and the charter agreement.
- b. Statutes and rules that apply to the district shall not apply to the public charter school except the following, as required by law, shall apply:
 - (1) Federal law, including applicable provisions of the ESSA;
 - (2) Public records law (ORS 192.410~~311~~ to 192.505~~478~~);
 - (3) Public meetings law (ORS 192.610 to 192.690);
 - (4) ORS Chapters 279A, 279B and 279C (Public Contracting Code);
 - (5) ORS 326.565, 326.575 and 326.580 (student records);
 - (6) Municipal audit law (ORS 297.405 to 297.555 and 297.990);
 - (7) Criminal records check (ORS 181.534, 326.603, 326.607 and 342.223);
 - (8) Textbooks (ORS 337.150);
 - (9) ORS 339.119 (considerations for educational services);
 - (10) ORS 336.840 (personal electronic devices);
 - (11) Tuition and fees (ORS 339.141, 339.147 and 339.155);

- (12) Core teaching standards (ORS 342.856);
 - (13) Discrimination (ORS 659.850, 659.855 ~~and~~ to 659.860);
 - (14) Tort claims (ORS 30.260 to 30.300);
 - (15) ORS Chapter 657 (Employment Department law);
 - (16) Health and safety statutes and rules;
 - (17) Any statute or rule listed in the charter;
 - (18) The statewide assessment system developed by the Oregon Department of Education (ODE) for Mathematics, Science and English under ORS 329.485 (2);
 - (19) The academic content standards and instruction (ORS 329.045);
 - (20) Physical education (ORS 329.496);
 - (21) Any statute or rule that establishes requirements for instructional time;
 - (22) Prohibition of infliction of corporal punishment (ORS 339.250 (~~129~~));
 - (23) Notice concerning a student subject to juvenile court petitions (ORS 339.326);
 - (24) Reporting of suspected abuse of a child and sexual conduct, and training on prevention and identification of abuse and ~~suspected~~ sexual conduct (ORS 339.370, 339.372, 339.388 and 339.400);
 - (25) Diploma, modified diploma, extended diploma and alternative certificate standards (ORS 329.451);
 - (26) Statutes and rules that expressly apply to public charter schools;
 - (27) Statutes and rules that apply to special government body ORS 174.117, or public body ORS 174.109; and
 - (28) ORS Chapter 338.
- c. The public charter school may employ as a teacher or administrator a person who is not licensed by the TSPC; however, at least one-half of the total full-time equivalent teaching and administrative staff at the public charter school shall be licensed by the commission, pursuant to ORS 342.135, 342.136 or 342.138
 - d. A board member of the school district in which the public charter school is located may not serve as a voting member of the public charter school's board, yet may serve in an advisory capacity.
 - e. The public charter school shall participate in the PERS.
 - f. The public charter school shall not violate the Establishment Clause of the First Amendment to the United States Constitution or Section 5, Article I of the Oregon Constitution, or be religion based.
 - g. The public charter school shall maintain an active enrollment of at least 25 students, unless the public charter school is providing educational services under a cooperative agreement entered into for the purpose of forming a partnership to provide educational services.
 - h. The public charter school may sue or be sued as a separate legal entity.
 - i. The public charter school may enter into contracts and may lease facilities and services from the district, education service district, state institution of higher education, other governmental unit or any person or legal entity.
 - j. The public charter school may not levy taxes or issue bonds under which the public incurs liability.
 - k. The public charter school may receive and accept gifts, grants and donations from any source for expenditure to carry out the lawful functions of the school.
 - l. The district shall offer a high school diploma, modified diploma, extended diploma, alternative certificate to any public charter school student located in the district who meets the district's and state's standards for a high school diploma, modified diploma, extended diploma, alternative certificate.

- m. A high school diploma, modified diploma, extended diploma, alternative certificate issued by a public charter school shall grant to the holder the same rights and privileges as a high school diploma, modified diploma, extended diploma, alternative certificate issued by a nonchartered public school.
- n. Upon application by the public charter school, the State Board of Education may grant a waiver of certain public charter school law provisions if the waiver promotes the development of programs by providers, enhances the equitable access by underserved families to the public education of their choice, extends the equitable access to public support by all students or permits high quality programs of unusual cost. This waiver request must specify the reasons the public charter school is seeking the waiver and further requires the public charter school to notify the sponsor if a waiver is being considered.

6. Virtual Public Charter School Operation

- a. In addition to the other requirements for a public charter school, a virtual public charter school must have:
 - (1) A plan for academic achievement that addresses how the school will improve student learning and meet academic content standards required by ORS 329.045;
 - (2) Performance criteria the school will use to measure the progress of the school in meeting the academic performance goals set by the school for its first five years of operation;
 - (3) A plan for implementing the proposed education program of the school by directly and significantly involving parents and guardians of students enrolled in the school and involving the professional employees of the school;
 - (4) A budget, business plan and governance plan for the operation of the school;
 - (5) An agreement that the school will operate using an interactive, Internet-based technology platform that monitors and tracks student progress and attendance in conjunction with performing other student assessment functions;
 - (6) A plan that ensures:
 - (a) All superintendents, assistant superintendents and principals of the schools are licensed by the TSPC to administrate; and
 - (b) Teachers who are licensed to teach by the TSPC, teach at least 95 percent of the school's instructional hours.
 - (7) A plan for maintaining student records and school records, including financial records, at a designated central office of operations;
 - (8) A plan to provide equitable access to the education program of the school by ensuring that each student enrolled in the school:
 - (a) Has access to and use of a computer and printer equipment as needed;
 - (b) Is offered an Internet service cost reimbursement arrangement under which the school reimburses the parent or guardian of the student, at a rate set by the school, for the costs of obtaining Internet service at the minimum connection speed required to effectively access the education program provided by the school; or
 - (c) Has access to and use of computer and printer equipment and is offered Internet service cost reimbursement.

- (9) A plan to provide access to a computer and printer equipment and the Internet service cost reimbursement as described in (8) above by students enrolled in the school who are from families that qualify as low-income under Title I of the ESSA;
 - (10) A plan to conduct school-sponsored optional educational events at least six times each school year at locations selected to provide convenient access to all students in the school who want to participate;
 - (11) A plan to conduct biweekly meetings between teachers and students enrolled in the school, either in person or through the use of conference calls or other technology;
 - (12) A plan to provide opportunities for face-to-face meetings between teachers and students enrolled in the school at least six times each school year;
 - (13) A plan to provide written notice to both the sponsoring district and the district in which the student resides upon enrollment or withdrawal for a reason other than graduation from high school:
 - (a) If notice is provided due to enrollment, then the notice must include the student's name, age, address and school at which the student was formerly enrolled;
 - (b) If notice is provided due to withdrawal for a reason other than graduation from high school, then notice must include the student's name, age, address, reason for withdrawal (if applicable) and the name of the school in which the student intends to enroll (if known).
 - (14) An agreement to provide a student's education records to the student's resident school district or to the sponsor upon request of the resident school district or sponsor.
- b. The sponsor of a virtual public charter school or a member of the public may request access to any of the documents described in a. above.
 - c. If a virtual public charter school or the sponsor of a virtual public charter school contracts with a for-profit entity to provide educational services through the virtual public charter school, the for-profit entity may not be the employer of any employees of the virtual public charter school.
 - d. The following limitations apply:
 - (1) School board members of the virtual public charter school's sponsoring district may not be:
 - (a) An employee of the virtual public charter school;
 - (b) A member of the governing body of the virtual public charter school;
 - (c) An employee or other representative of any third-party entity with which the virtual public charter school has entered into a contract to provide educational services.
 - (2) Members of the governing body of the virtual public charter school may not be an employee of a third-party entity with which the virtual public charter school intends to enter or has entered into a contract to provide educational services;
 - (3) If a third-party entity contracts with a virtual public charter school to provide educational services to the school, then:
 - (a) No third-party entity's employee or governing board member may attend an executive session of the sponsoring district's school board;
 - (b) No virtual public charter school employee may promote the sale or benefits of private supplemental services or classes offered by the third-party entity;

- (c) The educational services must be consistent with state standards and requirements;
- (d) The virtual public charter school must have on file the third-party entity's budget for the provision of educational services, including itemization of:
 - (i) The salaries of supervisory and management personnel and consultants who are providing educational or related services for a virtual public charter school in this state; and
 - (ii) The annual operating expenses and profit margin of the third-party entity for providing educational services to a virtual public charter school in this state.

7. Charter Agreement Review

- a. The public charter school shall report at least annually on the performance of the school and its students to the State Board of Education and the district.
- b. The Board or designee shall visit the public charter school at least annually to assure compliance with the terms and provisions of the charter.
- c. The public charter school shall be audited annually in accordance with the Municipal Audit Law. After the audit, the public charter school shall forward a copy of the audit to ODE and the following to the sponsoring district:
 - (1) A copy of the annual audit;
 - (2) Any statements from the public charter school that show the results of operations and transactions affecting the financial status of the charter school during the preceding annual audit period for the school; and
 - (3) Any balance sheet containing a summary of the assets and liabilities of the public charter school and related operating budget documents as of the closing date of the preceding annual audit period for the school.
- d. The sponsoring district may request at any time an acknowledgment from each member of the public charter school governing body that the member understands the standards of conduct and liabilities of a director of a nonprofit organization.
- e. The public charter school shall submit to the Board quarterly financial statements that reflect the school's financial operations. The report shall include, but not be limited to, revenues, expenditures, loans and investments.

8. Charter School Renewal

- a. The first renewal of a charter shall be for the same time period as the initial charter. Subsequent renewals of a charter shall be for a minimum of five years but may not exceed 10 years.
- b. The Board and the public charter school shall follow the timeline listed below, unless a different timeline has been agreed upon by the Board and the public charter school:
 - (1) The public charter school shall submit a written renewal request to the Board for consideration at least 180 days prior to the expiration of the charter;
 - (2) Within 45 days after receiving a written renewal request from a public charter school, the Board shall hold a public hearing regarding the renewal request;
 - (3) Within 30 days after the public hearing, the Board shall approve the charter renewal or state in writing the reasons for denying charter renewal;

- (4) If the Board approves the charter renewal, the Board and the public charter school shall negotiate a new charter within 90 days unless the Board and the public charter school agree to an extension of the time period. Notwithstanding the time period specified in the charter, an expiring charter shall remain in effect until a new charter is negotiated;
- (5) If the Board does not renew the charter, the public charter school may address the reasons stated for denial of the renewal and any remedial measures suggested by the Board and submit a revised request for renewal to the Board;
- (6) If the Board does not renew the charter based on the revised request for renewal or the parties do not negotiate a charter contract within the timeline established in this policy, the public charter school may appeal the Board’s decision to the State Board of Education for a review of whether the Board used the process required by Oregon law in denying the charter renewal.
 - (a) If the State Board of Education finds that the Board used the appropriate process in denying the request for renewal, it shall affirm the decision of the Board. A public charter may seek judicial review of this order.
 - (b) If the State Board of Education finds that the Board did not use the appropriate process in denying the request for renewal, it shall order the Board to reconsider the request for renewal. If after reconsideration the Board does not renew the charter, the public charter school may seek judicial review of the Board’s decision.
- (7) The Board shall base the charter renewal decision on a good faith evaluation of whether the public charter school:
 - (a) Is in compliance with all applicable state and federal laws;
 - (b) Is in compliance with the charter of the public charter school;
 - (c) Is meeting or working toward meeting the student performance goals and agreements specified in the charter or any other written agreements between the Board and the public charter school;
 - (d) Is fiscally stable and used the sound financial management system described in the proposal submitted under ORS 338.045 and incorporated into the written charter agreement; and
 - (e) Is in compliance with any renewal criteria specified in the charter of the public charter school.
- (8) The Board shall base the renewal evaluation described above primarily on a review of the public charter school’s annual performance reports, annual audit of accounts and annual site visit and review and any other information mutually agreed upon by the public charter school and the Board;
- (9) For purposes of this section, the phrase “good faith evaluation” means an evaluation of all criteria required by this section resulting in a conclusion that a reasonable person would come to who is informed of the law and the facts before that person.

9. Charter School Termination

- a. The public charter school may be terminated by the Board for any of the following reasons:
 - (1) Failure to meet the terms of an approved charter agreement or any requirement of ORS Chapter 338 unless waived by the State Board of Education;

- (2) Failure to meet the requirements for student performance as outlined in the charter agreement;
 - (3) Failure to correct a violation of federal or state law;
 - (4) Failure to maintain insurance;
 - (5) Failure to maintain financial stability;
 - (6) Failure to maintain, for two or more consecutive years, a sound financial management system described in the proposal submitted under ORS 338.045 and incorporated into the written charter under ORS 338.065;
 - (7) Failure to maintain the health and safety of the students.
- b. If a charter school is terminated by the Board for any reason listed in sections a. (1) through a. (7) above, the following shall occur:
- (1) The district shall give the public charter school a 60-day written notification of its decision;
 - (2) If the grounds for termination include failure to maintain financial stability or failure to maintain a sound financial management system, the sponsor and the public charter school may agree to develop a plan to correct deficiencies. The plan to correct deficiencies will follow the process as per ORS 338.105;
 - (3) The district shall state the grounds for termination and deliver notification to the business office of the public charter school;
 - (4) The public charter school may request a hearing by the district. The request must be made in writing and delivered to the business address of the sponsor;
 - (5) Within 30 days of receiving the request for a hearing, the sponsor must provide the public charter school with the opportunity for a hearing on the proposed termination;
 - (6) The public charter school may appeal the decision to terminate to the State Board of Education;
 - (7) If the public charter school appeals the decision to terminate to the State Board of Education, the public charter school will remain open until the State Board issues its final order;
 - (8) If the State Board's final order upholds the decision to terminate and at least 60 days have passed since the notice of intent to terminate was received by the public charter school, the district's sponsorship of the public charter school will terminate;
 - (9) The final order of the State Board may be appealed under the provision of ORS 183.484;
 - (10) Throughout the ORS 183.484 judicial appeals process the public charter school shall remain closed;
 - (11) If terminated or dissolved, assets of the public charter school purchased by the public charter school with public funds, shall be given to the State Board of Education.
- c. If the public charter school is terminated by the Board for any reason related to student health or safety as provided in section a. (7) above, the following shall occur:
- (1) If the district reasonably believes that a public charter school is endangering the health or safety of the students enrolled in the public charter school, the district may act to immediately terminate the approved charter and close the public charter school without providing the notice required in section b. (1) above;
 - (2) A public charter school closed due to health or safety concerns may request a hearing by the sponsor. Such a request must be made in writing and delivered to the business address of the district;

- (3) Within 10 days of receiving the request for a hearing, the district must provide the public charter school with the opportunity for a hearing on the termination;
 - (4) If the district acts to terminate the charter following the hearing, the public charter school may appeal the decision to the State Board of Education;
 - (5) The State Board will hold a hearing on the appeal within 10 days of receiving the request;
 - (6) The public charter school will remain closed during the appeal process unless the State Board orders the district not to terminate and to re-open the public charter school; and
 - (7) The final order of the State Board may be appealed under the provisions of ORS 183.484.
- d. If the public charter school is terminated, closed or dissolved by the governing body of the public charter school, it shall be done only at the end of a semester and with 180 days' notice to the district, unless the health and safety of the students are in jeopardy. Such notice must be made in writing and be delivered to the business address of the sponsor.
- (1) Assets of a terminated, closed or dissolved public charter school that were obtained with grant funds will be dispersed according to the terms of the grant. If the grant is absent any reference to ownership or distribution of assets of a terminated, closed or dissolved public charter school, all assets will be given to the State Board of Education for disposal.

10. District Immunity

The district, members of the Board and employees of the district are immune from civil liability with respect to the public charter school's activities.

February 19, 2020

BE IT RESOLVED by the Board of Directors of Sheridan School District 48J, that the following employees shall be issued individual employment contracts, pursuant to ORS 342.895:

2nd year Probationary Administrator’s contract recommended for another one-year (year 2) [2020-2021] probationary contract renewal

Jason Hohnbaum

3rd year of a three-year contract for 2018-2019, 2019-2020, and 2020-2021

David Kline

1st year of a three-year contract for 2020-2021, 2021-2022, and 2022-2023

Marta Hofenbredl
Dean Rech

2nd year of a three-year confidential contracts for three-year period [2019-2022]

DeAnn O’Neil
Emilie Molloy
Penny Elliott
Bill Rasar

Board Chairman

Date

February 19, 2020

BE IT RESOLVED by the Board of Directors of Sheridan School District 48J, that the following teachers shall be issued individual employment contracts, pursuant to ORS 342.895:

1st year Probationary teachers recommended for another one-year (2020-2021) probationary contract renewal:

Vincent Cimino
Trevor Freitas
Ryan King
Carrie Lawson-LeDuc
Laura Monroe
Madison Shryock

2nd Year Probationary teachers recommended for another one-year (2020-2021) probationary contract renewal:

Lucy Bertolo
Hansen Odessa
Wendy Heston
Leann Hoopingarner
Magen Rauscher
Matthew Ross
Lynley Shaw
William Worley

3rd Year Probationary teachers recommended for an initial two-year (2020 - 2022) “contract” teacher contract renewal:

Meara Allen
Amy Petersen
William Rorrer
McKenzie Sargent

“Contract” status teachers recommended for a replacement two-year (2020 - 2022) contract extension:

Mindy Arthur
Glenna Berry
Jeremy Brown
Kim Bushbaum
Kim Butt
Mitch Chadwick
Lyndsay Cornwell
Bryan Coyle
Adam DeLatte
Lee Duval
Michelle Evans

Michael Goetz
Tim Hart
Aaron Henderson
Julia Holsti
Karley Jones
Sydney Lang
Kristen Monroe
Carrie Nielsen
Casey Ojua
Amber Pickard
Psiropoulos, Leah
Beth Staats
Jeff Swinehart
Karen Swinkels
Maureen Walter
Jessica Walters
Ryan Winship
Suzan Young

Temporary contract status for teacher ending (2019-2020):

Jill Gribskov

Non-renew contract for teacher ending (2019-2020):

Board Chairman

Date

DISTRICT CALENDARS

Sheridan School Board February 2020



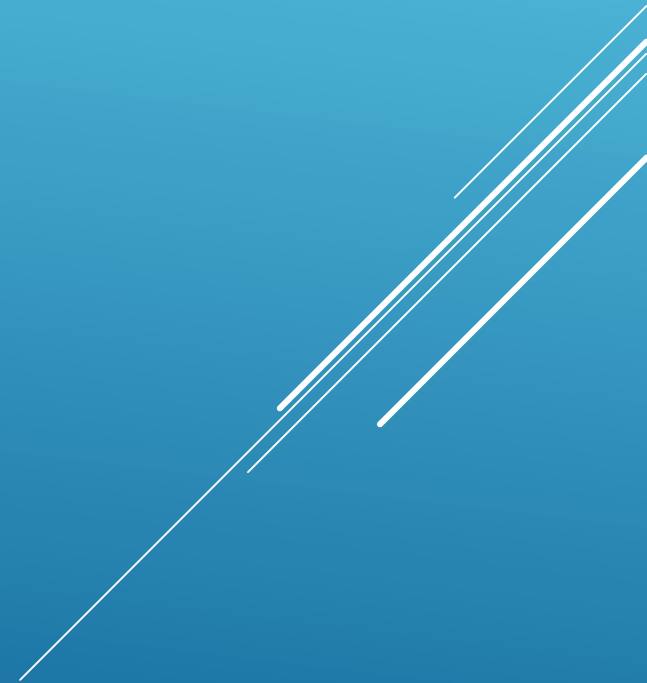
- ▶ Choice 1 – First Day 9/8/20 – Last Day 6/18/21
- ▶ Choice 2 – First Day 8/31/20 – Last Day 6/11/21

- ▶ Staff Votes Choice 1 FCS 4 SHS 14 - 18
Choice 2 FCS 17 SHS 14 - 31

Work Thanksgiving Week 10

DISTRICT CALENDARS

THANK YOU



4th: Independence Day

JULY 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1st: New Year's Day - No School

18st: MLK, Jr Day - No School

JANUARY 2021						
S	M	T	W	T	F	S
					NC	2
3	ER	5	6	7	8	9
10	ER	12	13	14	15	16
17	H	19	20	21	22	23
24	ER	26	27	28	29	30
31						

26th & 27th: New Staff Report

AUGUST 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	*1	*1	28	29
30	I					

4th: Staff Inservice - No School

5th: Grading Day - No School

15th: Presidents' Day - No School

FEBRUARY 2021						
S	M	T	W	T	F	S
	ER	2	3	I	GR	6
7	ER	9	10	11	12	13
14	NC	16	17	18	19	20
21	ER	23	24	25	26	27
28						

1st-3rd: Staff Inservice

4th: Non-Contract

7th: Labor Day - No School

8th: 1st day of School for students

25th: Staff Inservice - No School

SEPTEMBER 2020						
S	M	T	W	T	F	S
		I	I	I	NC	5
6	H	*8	9	10	11	12
13	ER	15	16	17	18	19
20	ER	22	23	24	I	26
27	ER	29	30			

22nd- 26th: Spring Break - No School

MARCH 2021						
S	M	T	W	T	F	S
	ER	2	3	4	5	6
7	ER	9	10	11	12	13
14	ER	16	17	18	19	20
21	NC	NC	NC	NC	NC	27
28	ER	30	31			

9th: Statewide Inservice - No School

21 & 22nd: PT Confs

23rd: No School

30th: Staff Inservice - No School

OCTOBER 2020						
S	M	T	W	T	F	S
				1	2	3
4	ER	6	7	8	NC	10
11	ER	13	14	15	16	17
18	ER	20	21	HD	NS	24
25	ER	27	28	29	I	31

7th & 8th: PT Confs

9th: No School

APRIL 2021						
S	M	T	W	T	F	S
				1	2	3
4	ER	6	7	HD	NS	10
11	ER	13	14	15	16	17
18	ER	20	21	22	23	24
25	ER	27	28	29	30	

11th: Veterans Day - No School

23rd-27th: Thanksgiving Holiday - No School

NOVEMBER 2020						
S	M	T	W	T	F	S
1	ER	3	4	5	6	7
8	ER	10	H	12	13	14
15	ER	17	18	19	20	21
22	NC	NC	NC	H	NC	28
29	ER					

31st: Memorial Day- No School

MAY 2021						
S	M	T	W	T	F	S
						1
2	ER	4	5	6	7	8
9	ER	11	12	13	14	15
16	ER	18	19	20	21	22
23	ER	25	26	27	28	29
30	H					

21st-31st: Winter Break - No School

DECEMBER 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	ER	8	9	10	11	12
13	ER	15	16	17	18	19
20	NC	NC	NC	NC	NC	26
27	NC	NC	NC	NC		

12th: SHS Graduation

17th: Last day of school - Half Day

18th: Grading Day

21st: Staff Inservice

JUNE 2021						
S	M	T	W	T	F	S
		1	2	3	4	5
6	ER	8	9	10	11	G
13	ER	18	16	17	*HD	19
20	GR	I	23	24	25	26
27		28	29	30		

School Starts: 9/8/20	Student Contact Days: 173	1 st Semester Ends: 2/3/21 (86)
*Last Day of School: 6/18/21	Inservice Days: 8 (*new 10)	2 nd Semester Ends: 6/18/21 (87)
Spring Break: 3/22-26/21	Grading Days: 2	SHS Graduation: 6/12/21
	Holidays: 5	
	No School (P/T Comp): 2	

Parent Teacher Conferences will be held: 10/21 & 22/2020 and 4/7 & 8/2021

4th: Independence Day

JULY 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1st: New Year's Day - No School

18th: MLK, Jr Day - No School

28th: Staff Inservice - No School

29th: Grading Day - No School

JANUARY 2021						
S	M	T	W	T	F	S
					NC	2
3	ER	5	6	7	8	9
10	ER	12	13	14	15	16
17	H	19	20	21	22	23
24	ER	26	27	I	GR	30
31						

19th & 20th: New Staff Report

24th-27th: Staff Inservice

28th: Non-Contract

31st: 1st day of School for students

AUGUST 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	*I	*I	21	22
23	I	I	I	I	NC	29
30	*ER					

15th: Presidents' Day - No School

FEBRUARY 2021						
S	M	T	W	T	F	S
	ER	2	3	4	5	6
7	ER	9	10	11	12	13
14	NC	16	17	18	19	20
21	ER	23	24	25	26	27
28						

7th: Labor Day - No School

25th: Staff Inservice - No School

SEPTEMBER 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	H	*8	9	10	11	12
13	ER	15	16	17	18	19
20	ER	22	23	24	I	26
27	ER	29	30			

22nd- 26th: Spring Break - No School

MARCH 2021						
S	M	T	W	T	F	S
	ER	2	3	4	5	6
7	ER	9	10	11	12	13
14	ER	16	17	18	19	20
21	NC	NC	NC	NC	NC	27
28	ER	30	31			

9th: Statewide Inservice - No School

21 & 22nd: PT Confs

23rd: No School

30th: Staff Inservice - No School

OCTOBER 2020						
S	M	T	W	T	F	S
				1	2	3
4	ER	6	7	8	NC	10
11	ER	13	14	15	16	17
18	ER	20	21	HD	NS	24
25	ER	27	28	29	I	31

7th & 8th: PT Confs

9th: No School

APRIL 2021						
S	M	T	W	T	F	S
				1	2	3
4	ER	6	7	HD	NS	10
11	ER	13	14	15	16	17
18	ER	20	21	22	23	24
25	ER	27	28	29	30	

11th: Veterans Day - No School

23rd-27th: Thanksgiving Holiday - No School

NOVEMBER 2020						
S	M	T	W	T	F	S
1	ER	3	4	5	6	7
8	ER	10	H	12	13	14
15	ER	17	18	19	20	21
22	NC	NC	NC	H	NC	28
29	ER					

31st: Memorial Day- No School

MAY 2021						
S	M	T	W	T	F	S
						1
2	ER	4	5	6	7	8
9	ER	11	12	13	14	15
16	ER	18	19	20	21	22
23	ER	25	26	27	28	29
30	H					

21st-31st: Winter Break - No School

DECEMBER 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	ER	8	9	10	11	12
13	ER	15	16	17	18	19
20	NC	NC	NC	NC	NC	26
27	NC	NC	NC	NC		

5th: SHS Graduation

11th: Last day of school - Half Day

14th: Grading Day

15th: Staff Inservice

JUNE 2021						
S	M	T	W	T	F	S
		1	2	3	4	G
6	ER	8	9	10	*HD	12
13	GR	I	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

School Starts: 8/31/20	Student Contact Days: 173	1 st Semester Ends: 1/27/21 (86)
*Last Day of School: 6/11/21	Inservice Days: 8 (*new 10)	2 nd Semester Ends: 6/11/21 (87)
Spring Break: 3/22-26/21	Grading Days: 2	SHS Graduation: 6/5/21
	Holidays: 5	
	No School (P/T Comp): 2	

Parent Teacher Conferences will be held: 10/21 & 22/2020 and 4/7 & 8/2021

SHERIDAN SCHOOL DISTRICT 48J 2020-2021 BUDGET CALENDAR

April 14, 2020 Publish First Notice of Budget Committee Meeting

April 28, 2020 Publish Second Notice of Budget Committee Meeting

May 5, 2020 First Meeting of the Budget Committee
Present Proposed Budget and Budget Message
5:30 P.M.

May 12, 2020 Second Meeting of the Budget Committee
5:30 P.M.

June 2, 2020 Publication of Notice of Hearing & Financial Summaries

June 17, 2020 Public Hearing on the Budget 6:00 p.m.
Enact Resolutions and & Adoption of Budget

July 15, 2020 Submit tax certification documents to the assessor

Classified Employee Appreciation Week resolution

Classified Employee Appreciation Week is celebrated every year during the first full week of March. In 2017, it will be observed March 2-6 in Oregon.

WHEREAS, the education of youth is essential to the future of our community, state, country and world; and

WHEREAS, classified employees are the backbone of our public education system; and

WHEREAS, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

WHEREAS, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

WHEREAS, our community depends upon and trusts classified employees to serve students; and

WHEREAS, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

NOW, THEREFORE, BE IT RESOLVED that the Sheridan School Board of Directors proclaims March 2-6, 2020, to be **CLASSIFIED EMPLOYEE APPRECIATION WEEK**; and

BE IT FURTHER RESOLVED that the Sheridan School Board of Directors strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Adopted this 19 day of February , 2020.

Signed:

Chair, Scott Burke, School District Board of Directors

Attest:

Superintendent, Steven Sugg

Sheridan AllPrep Academy Charter Renewal Application

School: Sheridan AllPrep Academy

Mailing address: P.O. Box 583, Sheridan, OR 97378

School Board President: Russ Renda

rrenda@sheridanallprep.org; 503-434-0376

Executive Director: Jesse Watson

jwatson@sheridanallprep.org; 503-890-8938

Alternate Contact: Rebecca Swindle

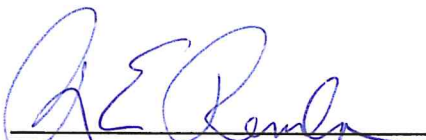
rswindle@sheridanallprep.org; 503-757-5495

School's Initial Opening Date: 9/1/2009

Current Grades Enrolled: K-12

Grade Levels to be Served at Full Enrollment: K-12

Maximum Projected Enrollment (Currently): 150



Signature of Board President

12-19-19

Date



Signature of Executive Director

12/19/2019

Date

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Executive Summary

Mission Statement:

The mission of Sheridan AllPrep Academy is to empower families by creating an online learning community that offers academic and social support while preparing students for a successful transition to post-secondary education and the world of work.

Vision Statement:

The vision of Sheridan AllPrep Academy is to provide a learning environment in which students are empowered to direct their education, take responsibility for their own learning, and take pride in their work. Our staff is committed to developing lifelong learners and teaching students to think critically about their education, their lives, and the world around them.

Description of the School:

Sheridan AllPrep Academy is an online K-12 charter school serving students anywhere in Oregon. The overall school population for the 2019-2020 school year is 135 students to date; 92 of those students are in high school. The school opened in 2009 as one of the first K-12 online charter schools in the state. The majority of students who attend Sheridan AllPrep Academy live within 150 miles of Sheridan, Oregon. However, the communities in which each student resides vary greatly. Sheridan AllPrep Academy is accredited by the Northwest Accreditation Commission (NWAC).

Community and Local Connections:

Sheridan AllPrep Academy works with Youth Opportunity Program (YOOP) in McMinnville and Newberg to help local students achieve high school graduation. The school offers students at the Sheridan Japanese School the opportunity to earn high school credits by using our online courses. The school has partnered with students at Delphian School for math tutoring. We partner with Chemeketa Community College for our Career & Technical Education program. In addition, we partner with Portland Community College, Clackamas Community College, Oregon Institute of Technology, and Chemeketa Community College through our Early College program.

Leadership and Governance:

Sheridan AllPrep Academy is governed by an independent school board which currently consists of six members. New board members are appointed by the existing board. The primary duties of the school board are fiduciary responsibility, determining school policy, and evaluating the work of the director. The leadership team includes the executive director and the director of technology. Rather than a top-down approach, the leadership team has adopted a collaborative work environment in which all employees are encouraged to participate. Once a month, the entire staff participates in a full-day staff meeting to focus on our school improvement efforts.

Current Year Enrollment and Demographic Data	
Total number of students 2019-2020	137
Number of students enrolled	137
Number of students on the waiting list	0
Gender	
Male	63
Female	73
Nonbinary/nonconforming	1
Ethnicity/Race	
American Indian or Alaskan Native	13
Asian	5
Black or African American	3
Hispanic or Latino	15
Native Hawaiian or Other Pacific Islander	1
White	93
Multi-Racial	7
Student Populations	
Students with Disabilities	12
English Language Learners	0
Homeless Students	5
Low Income Students	69
Pregnant or Parenting Students	4

Record of Performance

The Renewal Performance Report provides data about Sheridan School District and Sheridan AllPrep Academy. Examining these same data points broken down by grade level will prove illustrative.

Academic Performance

Sheridan AllPrep Academy has focused on several academic goals over the past five years. The goals were in the areas of Freshmen on Track, Overall Graduation Rates, and Academic Achievement in Reading and Math. The overall academic performance at SHAPA is following an upward trend.

- **ELA Performance:** SHAPA students in K-8 perform lower than FC students on the state ELA assessments. Over the past 4 years, SHAPA has trended steadily upward in K-8 ELA performance. SHAPA students in 9-12 have outperformed SHS students in ELA for the past 2 years. (See Appendix A for ELA data.)
- **Math Performance:** SHAPA students in K-8 perform lower than FC students on the state Math assessments. Over the past 3 years, SHAPA has trended steadily upward in K-8 Math performance. SHAPA students in 9-12 have outperformed SHS students in Math for the past 3 years. (See Appendix B for Math data.)
 - **Performance Compliance:** SHAPA High School state scores outperformed Sheridan School District scores in Math and ELA. However, when combined with SHAPA K-8 scores and averaged, the scores did not meet the requirement of surpassing Sheridan District scores. Therefore, SHAPA followed the contractual requirement to hire a School Improvement Leadership Coach for the 2019-2020 school year.
- **9th Grade on Track:** This measure has steadily increased over the past five years. We expect this success to influence other academic data points as these on track students continue in our program. (See Appendix C for High School data.)
- **4-Year Cohort Graduation Rate:** This measure has increased steadily over the past several years. While SHAPA's rate is below the district level, SHAPA's consistent improvement represents an upward trajectory. (See Appendix C for High School data.)
- **5-Year Cohort Graduation Rate:** SHAPA's 5-Year Graduation Rate is low. (See Appendix C for High School data.) In the 2019-2020 school year, SHAPA started an Adult Education Program to target this group of credit-deficient students.

- **Performance Compliance:** SHAPA meets the requirements for 9th Grade on Track. SHAPA did not meet the requirements for 4-Year Cohort and 5-Year Cohort Graduation Rates. Therefore, we addressed this target in our School Improvement Plan. In addition, we are addressing this target through our school-wide goal of retention.

The following information is not reflected on the school or district report card, or it is only partially reflected. However, this information is very significant to our students and staff. We have five students (ages 20-21) who graduated beyond the 5-Year Cohort. While the state does not include this information in any official reports, we feel it is important to track this data as well.

Students not included in the 4-Year Cohort 2018-2019	Total	Graduated in 2019	Did Not Graduate and Dropped Out	Did Not Graduate, but Continued Enrollment
21 years old by June 30, 2019	4	3	1	0
20 years old by June 30, 2019	4	2	1	1
19 years old by June 30, 2019	9	4	4	1

Financial Performance

Sheridan AllPrep Academy is financially stable and well managed. Underspensing in areas like employee benefits and travel expenses, along with increased ODE per student amounts have resulted in a surplus for the last 5 years. While the school had not intended to end each school year with a surplus, given the current student cap of 150, and the impending threat of excessive PERS increases, the SHAPA school board has had to be cautious in planning for the future. Nevertheless, the board has made several key decisions to spend down the surplus to support the academic growth of the school .

- SHAPA keeps a balance of approximately \$200,000 in encumbered funds to cover unforeseen substitute costs, employee health insurance costs, and PERS costs
- In November 2019, an additional \$300,000 was dedicated to spend down the PERS unfunded liability
- For the past two years, SHAPA has offered tuition free summer school to high school students who are credit deficient
- For the past two years, an additional \$30,000 each year was dedicated to early college

- Approximately \$80,000 was dedicated for the 2019-2020 school year to hire additional teachers in English, math, science, and social studies
- One-quarter of the counselor costs is from Measure 98 funds, while the other three-quarters is funded by the by the surplus
- The SHAPA school board set aside approximately \$24,000 to pay half the costs of a SpEd teacher
- An additional \$1,800 was spent on computers
- An IT assistant was hired
- The salary for the Director of Technology is supplemented with the surplus
- \$10,000 was set aside for a School Improvement Coach for the 2019-2020 school year

Organizational Performance

In the Spring of 2018, Sheridan AllPrep Academy completed reaccreditation through the Northwest Accreditation Commission (NWAC). The accreditation process resulted in several recommendations and commendations from the accrediting team. The primary recommendation from the NWAC was to address concerns about serving special education students. We continue to work with Sheridan School District to address this area. The second recommendation was to hire a director of technology. SHAPA complied with that recommendation the following school year.

Sheridan AllPrep Academy received commendations in the following areas:

- Learners have equitable opportunities to develop skills and achieve the content and learning priorities established by the institution.
- The learning culture develops learners' attitudes, beliefs and skills needed for success.
- Instruction is monitored and adjusted to meet individual learners' needs and the institution's learning expectations.

The focus of our commendations was on the individual opportunities we provide students to meet their unique learning needs.

- **Academics:** Sheridan AllPrep Academy uses approved curriculum. Our Executive Director and Highly Qualified employees verify all that curriculum meets Oregon State Standards. Our students use both digital and book materials, and all are subject to educator evaluation for content standards. Educators vet, test, and adopt grade-level appropriate and standards-based curriculum to challenge, encourage discussion, and promote deep learning amongst our students.
- **Students:** Typically, the students who enroll at Sheridan AllPrep Academy have encountered difficulties in traditional brick and mortar schools. Many of the high school students are credit deficient and not on track to graduate when they join us. Additionally, some families seek avoidance of compulsory attendance laws. Organizationally, we put several measures in place to ensure compliance by students and parents who are school-hopping to avoid attendance accountability. Specifically, we have strong attendance and accountability measures that go above and beyond the minimum state

requirements for attendance. Students are required to meet three standards to be marked present:

- Each student must have two, two-way contacts with a teacher each week (this is the minimum state law)
- Each student must complete a minimum amount of work each week and make adequate progress in courses
- Each student must work a minimum amount of time in their classes each day
 - Kindergarten – 4 hours
 - 1st-3rd Grade – 4.5 hours
 - 4th-8th Grade – 5 hours
 - 9th-12th Grade – 6 hours

These accountability measures have strengthened student attendance. Additionally, the students we retain make significant progress toward credit completion.

Below is specific information about the students who have registered at Sheridan AllPrep Academy for the 2019-2020 school year.

- 62/137 or 45% of the students are new this school year (since September)
- 48% of those 62 students enrolled mid-year (October, November, December)
- 44 out of 62 or 71% are high school students
- Out of the 44 high school students, 20 of them were deficient in credits when they registered

We recognize the mobility rate of our students has an impact on student achievement reports, state testing, and students on track to graduate. Therefore, our school improvement plan targets students retention as our primary goals. This will remain our goal for at least the next three years as we work through the best strategies to retain students and get them back on track.

Mobility Rate Data for 2018-2019			
Grade Group	Total Students	Mobile Students	Mobility Rate
ALL	209	111	53.1%
K-3	16	7	43.8%
4-5	11	4	36.4%
6-8	35	14	40%
9-12	147	86	58.5%

- **Teacher Interactions:** Sheridan AllPrep Academy teachers contact students at least twice weekly in accordance with ORS 338.120. Mentor Teachers phone, email, text, host virtual meetings, or host face-to-face meetings with all of their students every week. Parents are often included in these meetings. In addition, content area teachers monitor course progress, grade assignments, and meet with students for synchronous virtual class sessions or extra help. These meetings are in addition to the Mentor Teacher meetings.

Looking Forward: Plans for the Next Charter Term

Educational Program

Over the next five years, we would like to increase participation in two of our educational programs: early college and our career and technical education (CTE) pathway. We also plan to build more supports for our adult education program so our high school students ages 19-21 leave us with a high school diploma.

Our early college program has been firmly in place for five years and student participation increases every year. We will continue to partner with the four community colleges with whom we currently work. Additionally, we would like to build new partnerships with Lane Community College and Linn-Benton Community College to serve our students in other counties. Eventually, we would like at least half of our high school students to attend early college either part time or full time, with full time early college students earning an associates degree or industry certification.

The 2019-2020 school year was our first year with an approved CTE pathway in business marketing. Recruitment for this pathway is low because it is so new and unfamiliar to our students. However, we are educating our students about the benefits of joining a CTE pathway. Research shows that students who participate in even one CTE course have higher graduation rates than students who do not participate in CTE.

Financial Plans

Financially, we are doing well. Our projected budget for the next five years includes a significant amount of growth. Our financial plans reflect the mission of the school, mirroring our educational and organizational plans; we will invest in the areas that will have the most positive impact on our students. The Sheridan All Prep Academy Board of Directors has intentionally set aside funds to help buffer the increased costs of PERS, and will continue to be fiscally responsible in regards to this issue.

Sheridan AllPrep Academy has purchased licencing to use the same accounting software as the District. Since 2011, SHAPA has complied with all state and federal accounting and reporting requirements. The addition of the new software will be beneficial to both SHAPA and the District in the areas of fiscal reporting.

Any future budget surplus will be spent on the following items, in order of priority:

- Increase FTE of online teachers to coincide with student growth
- Early college program
- Increase spaces in summer school; include all 8th graders who want to earn high school credit
- Add SpEd teaching assistants

- Technology (additional software and hardware for student use)
- Add educational assistants to computer lab
- Board would consider other long term investments that would benefit our students

Organizational Plans

- **Locations**

We foresee the need to open satellite offices in other cities. While our school base may remain in Sheridan, we expect to rent offices to serve the needs of students living in other areas. This will have the dual benefit of providing more “local” spaces for our students to drop in and multiple locations to conduct state testing. We have seen great benefit for drop-in capabilities for our local Sheridan students needing academic help and participating in lab work, and look forward to extending this opportunity to other students.

- **Maximizing ADM**

Sheridan School District was visionary in opening an online charter school in 2009. Online charter schools are the most quickly growing schools in Oregon. In the past two years, enrollment in Oregon virtual schools has increased by 25%. Sheridan AllPrep Academy has not been part of that growth. The current cap on our enrollment prohibits us from recruiting students and maximizing our abilities. We propose eliminating the ADM cap on our enrollment. Statewide, both enrollment and achievement in virtual schools continues to increase. In order to serve both our local students and those across the state seeking virtual education, we want to slowly increase our enrollment to expand our outreach and ability to serve students. Within the district we can guarantee to enroll and/or limit either a percentage or a number of Sheridan School District students. We will draw the remaining students from across the state.

- **Special Education**

In the past five years, Sheridan AllPrep Academy students have received services from Sheridan School District. We have an excellent working relationship with the Director of Special Education. However, high turnover rates of SpEd teachers and staff have resulted in a tenuous program for our students. In an effort to ensure all our eligible students receive special education services, we have endeavored into a collaboration between the school and the district to share the costs to hire a teacher who only serves our students. SHAPA is thrilled to have this opportunity as we understand the unique aspects of teaching virtually and the best ways to connect with our students. We are providing very specific training to our special education teacher to ensure all of our students are fully served.

We believe continuing this arrangement will be best for our students. However, we ask that the district fully fund the cost of the special education teacher by flowing all special education funds through us. SHAPA will direct the funds and include them in our annual budget to cover all special education costs.

- **Metrics:**
 - **Measures currently used from the state report card:**
 - 4-Yr Cohort
 - 5-Yr Cohort
 - Freshman on Track
 - ELA Academic Performance from OSAS
 - Math Academic Performance from OSAS
 - **Other Metrics and Programs Reflective of SHAPA growth:**
 - Adult-Education Program
 - CTE Programming
 - Expansion of Online-Only Teachers
 - Early College Program
 - Retention Goal

For the current charter contract, we agreed to use specific metrics to measure student success. For the future contract, we propose expanding those metrics to better reflect our unique student population and our improvement efforts which are not currently considered.

While the five original metrics reflect the state report card data, other measures contribute to understanding of SHAPA's standing and progression. The following information comes from the Oregon Department of Education Website:

***CONSIDERATIONS:** It is important to note that the new calculation for the Academic Achievement indicator is only relevant to schools and districts as part of the ESSA accountability system (as displayed on the Report Card - Accountability Details Report). The new calculation is not applicable to other public reports of achievement data, specifically it is not applicable to the Assessment Group Reports or the At-A-Glance Profiles. Lastly and above all, the new calculation is not applicable to individual students. The Oregon Department of Education (ODE) does not view students who did not participate in statewide summative assessments as not proficient. These students simply have not had the opportunity to demonstrate their proficiency (or lack thereof).*

**P.12 Comprehensive and Targeted Identification Rules for the 2018-2019
Accountability Details Report**

https://www.oregon.gov/ode/schools-and-districts/reportcards/reportcards/Documents/Accountability_Policy_Technical_Manual_1819.pdf

Summary

One of our primary goals at Sheridan AllPrep Academy is to serve students who do not experience success in other learning environments. That means we accept students who are extremely credit deficient, students who have been bullied or threatened, students who have severe anxiety, students who are gifted and need an accelerated learning environment, and adult students who sometimes have children of their own but still want to earn a high school diploma. Regardless of their circumstances, we embrace

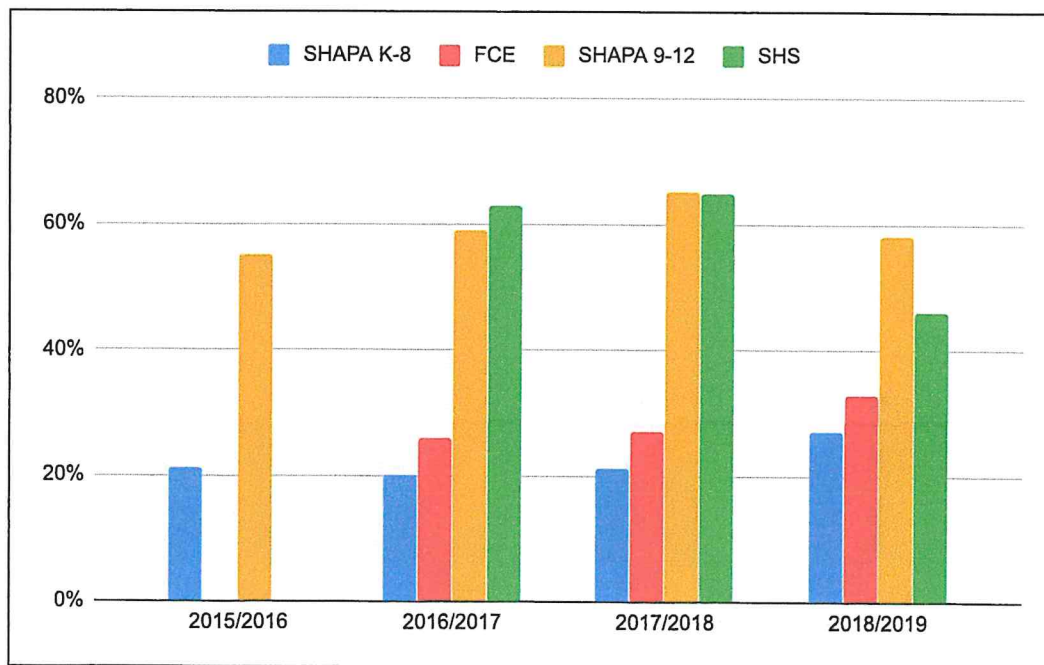
them. This unique population of students does not always reflect well on a state report card. However, we understand the need for balance between what students need and what the district would like to show. As we continue our relationship with the Sheridan School District, we hope to persist in the work of showing the ways in which our students are successful and the manners in which they achieve.

We look forward to continuing our partnership with the Sheridan School District, serving the students we share, and reaching out to new students across the state.

Appendices

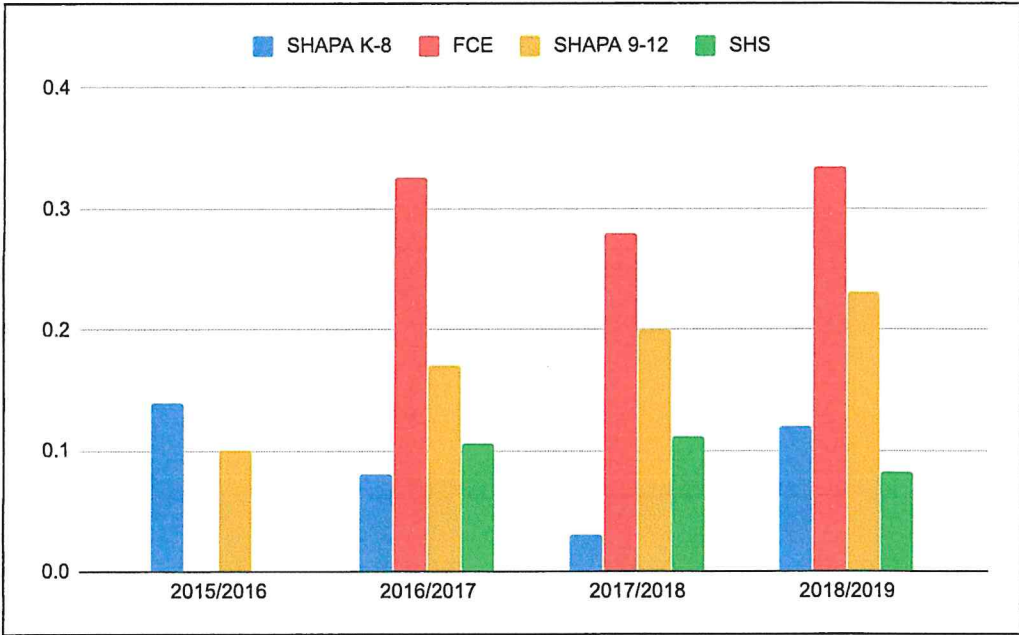
Appendix A - ELA OSAS Data from the Oregon Department of Education website

OSAS/SBAC ELA Performance:				
Year	15-16	16-17	17-18	18-19
3	1/5: 20%	0/3: 0%	2/4: 50%	0/2: 0%
4	1/3: 33%	0/4: 0%	0/2: 0%	1/4: 25%
5	1/5: 20%	3/7: 43%	1/6: 17%	1/3: 33%
6	0/6: 0%	0/6: 0%	1/8 13%	3/6: 50%
7	3/10: 30%	1/10: 10%	1/7: 14%	2/12: 17%
8	3/14: 21%	4/10: 40%	2/6: 33%	2/7: 29%
SHAPA K-8	9/43: 21%	8/40: 20%	7/33: 21%	9/33: 27%
FCE	NA	26%	27%	98/297: 33%
SHAPA 9-12	10/24: 55%	13/22: 59%	13/20: 65%	7/12: 58%
SHS	NA	63%	64.8%	23/50: 46%



Appendix B - Math Data OSAS Data from the Oregon Department of Education Statewide Assessment System

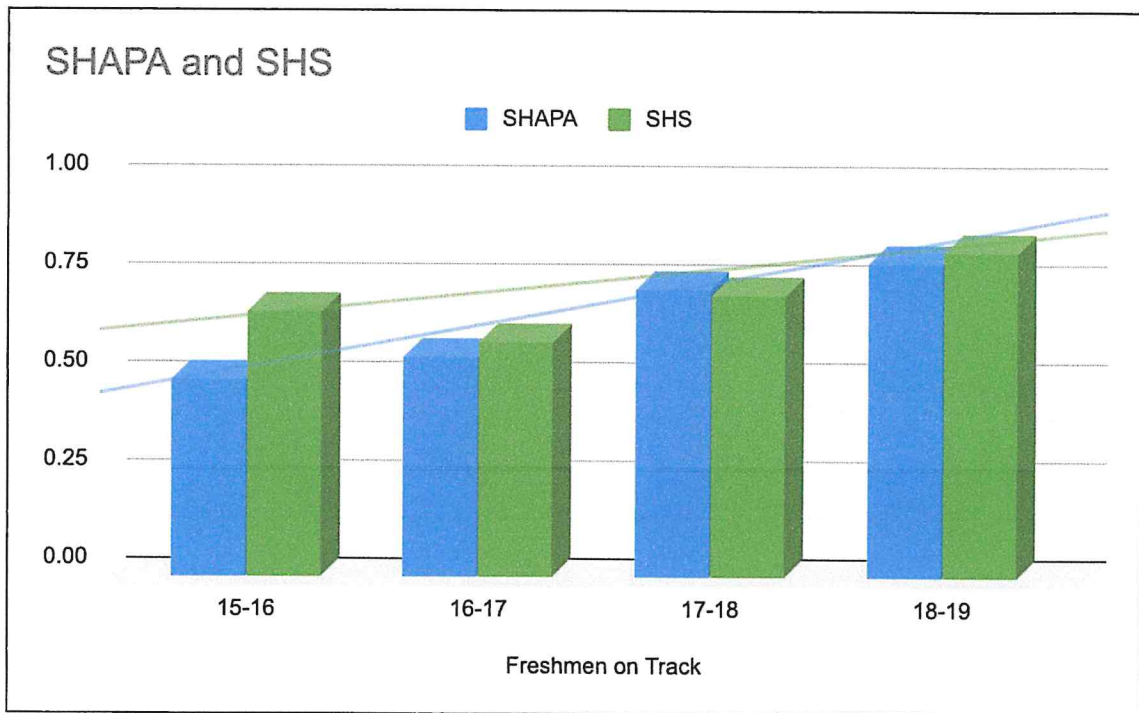
OSAS/SBAC Math performance:				
Math	15-16	16-17	17-18	18-19
3	1/5: 20%	0/3: 0%	0/2: 0%	0/1: 0%
4	0/3: 0%	0/4: 0%	0/2: 0%	1/5: 20%
5	1/5: 20%	2/7: 29%	0/6: 0%	0/3: 0%
6	0/6: 0%	0/6: 0%	0/8: 0%	1/6: 17%
7	4/10: 40%	0/9: 0%	1/7: 14%	1/11: 9%
8	0/14: 0%	1/10: 10%	0/6: 0%	1/7: 14%
SHAPA K-8	6/43: 14%	3/39: 8%	1/31: 3%	4/32: 12%
FCE	N/A	32.5%	28%	33.4%
SHAPA 9-12	10%	17%	20%	23%
SHS	N/A	10.6%	11.1%	8.2%



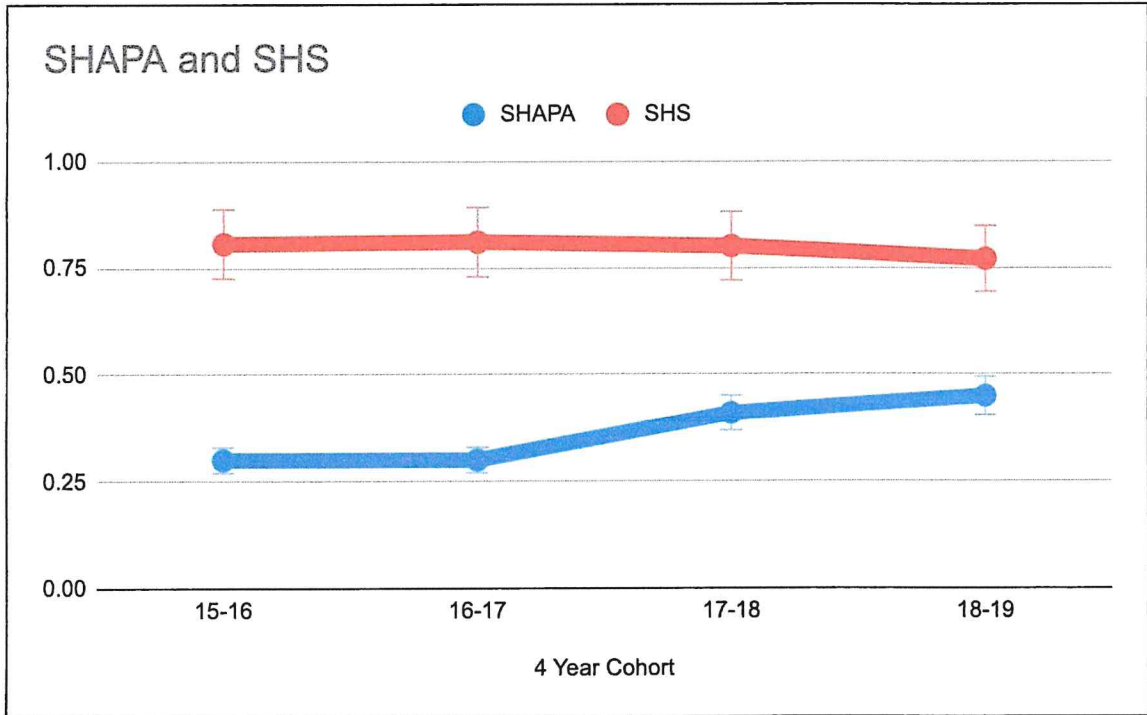
Appendix C - High School Data

Appendix C describes the trajectory of growth and decline for SHAPA and SHS. The percent of increase or decrease from 2015 to 2019 is an indicator of future performance.

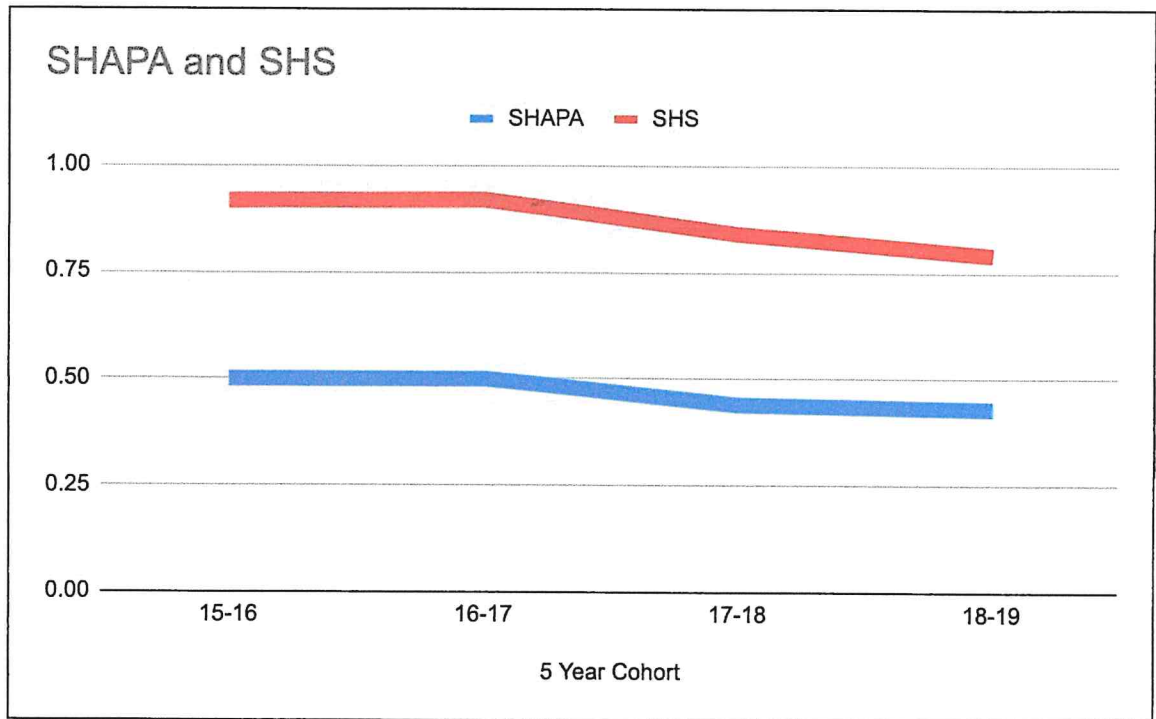
Freshmen on Track	15-16	16-17	17-18	18-19	Percent of increase or decrease
SHAPA	50%	56%	73%	80%	+60%
SHS	67.3%	60%	72%	83%	+23.3%



4 Year Cohort	15-16	16-17	17-18	18-19	Percent of increase or decrease
SHAPA	30%	30%	41%	45%	+50%
SHS	80.6%	81%	80%	77%	-4.5%



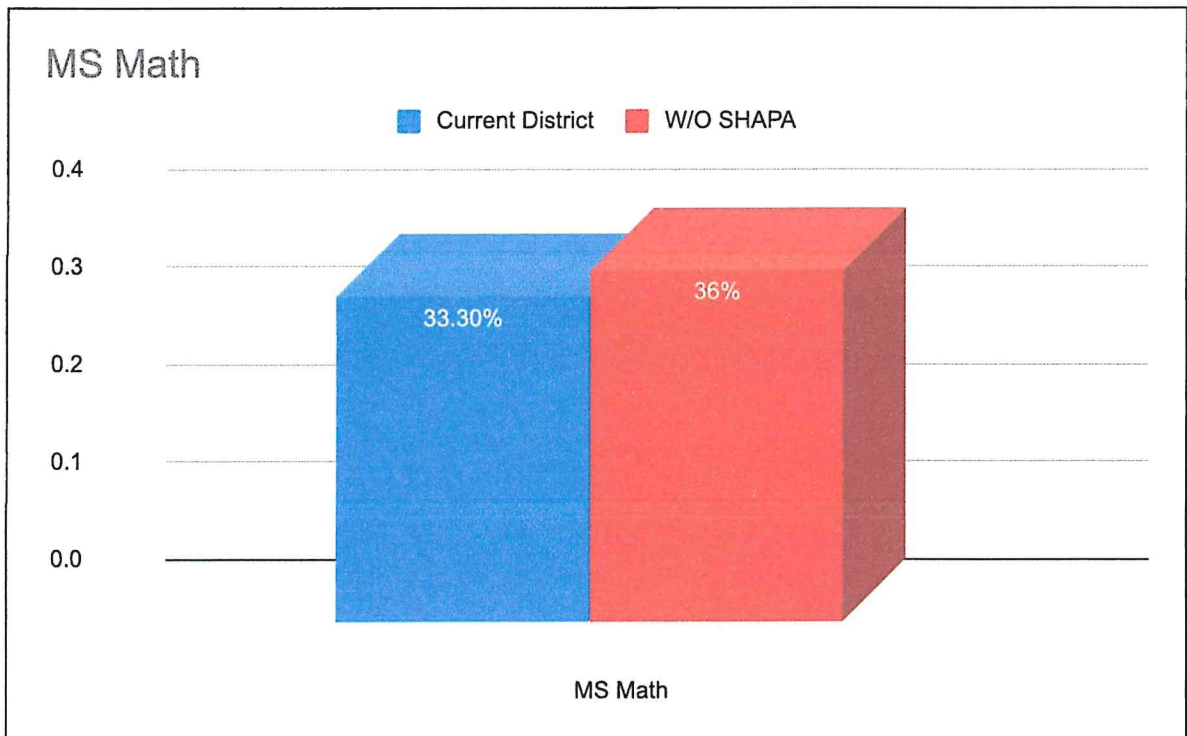
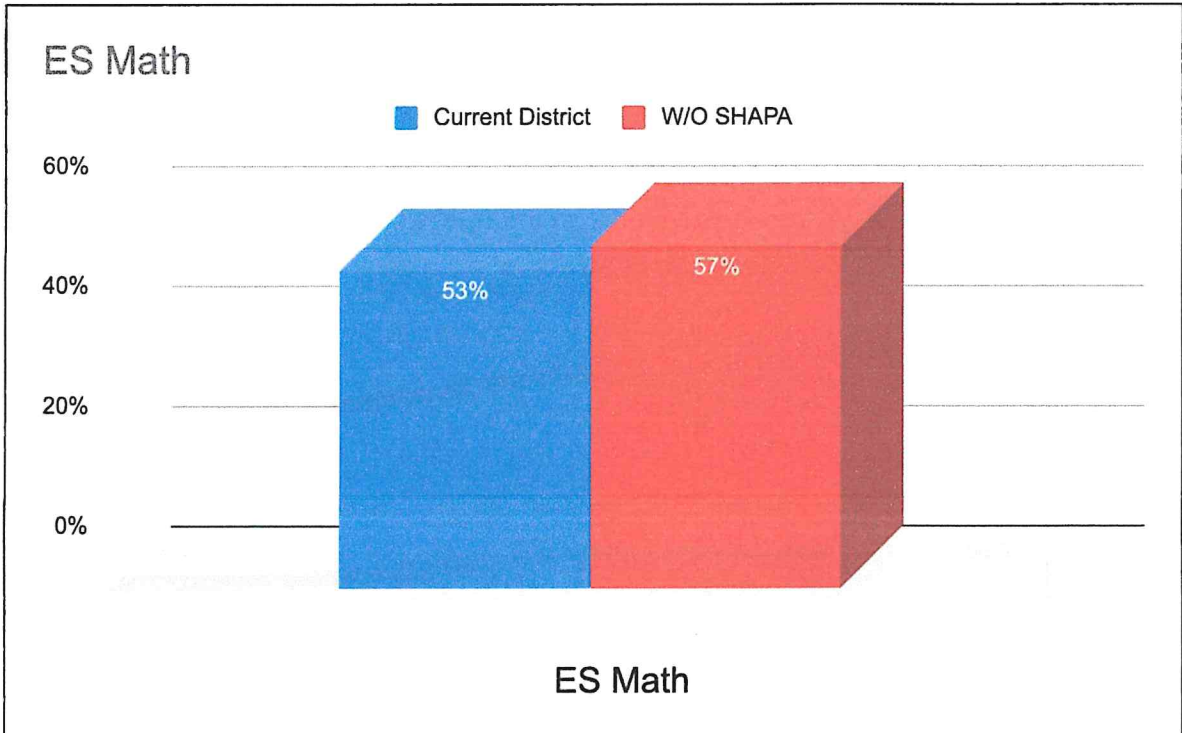
5 Year Cohort	15-16	16-17	17-18	18-19	Percent of increase or decrease
SHAPA	50%	50%	44%	43%	-14%
SHS	91.7%	92%	84%	79%	-14%

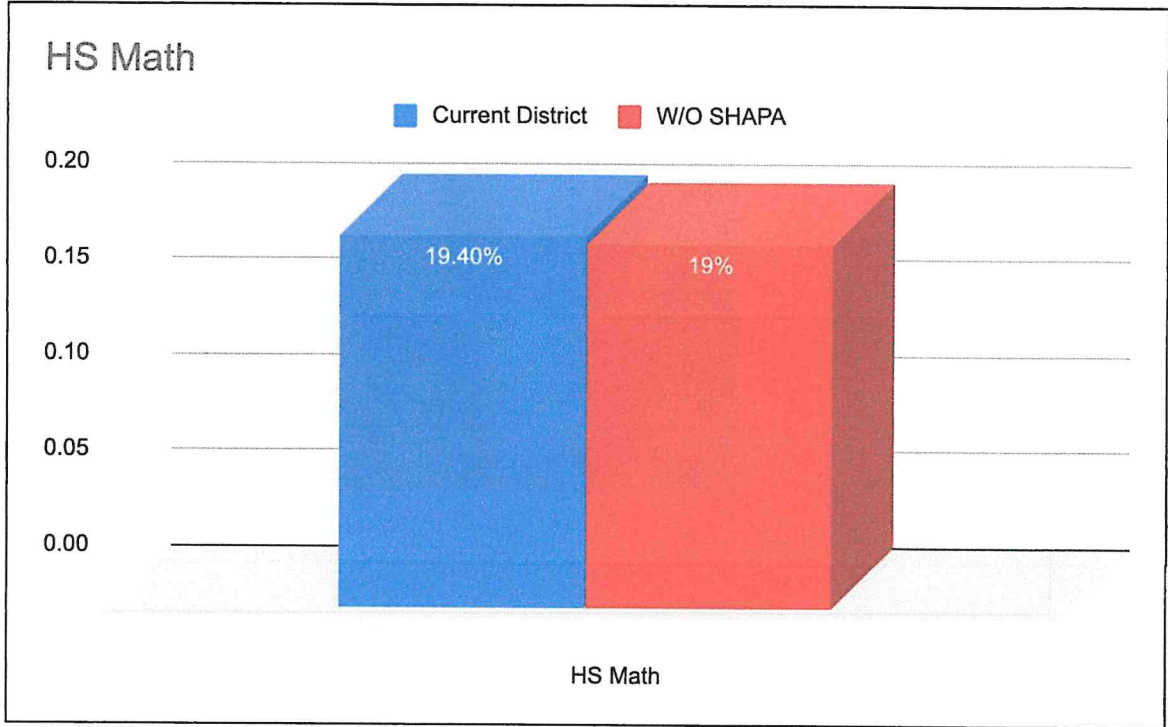


Appendix D - District OSAS Scores without SHAPA Scores

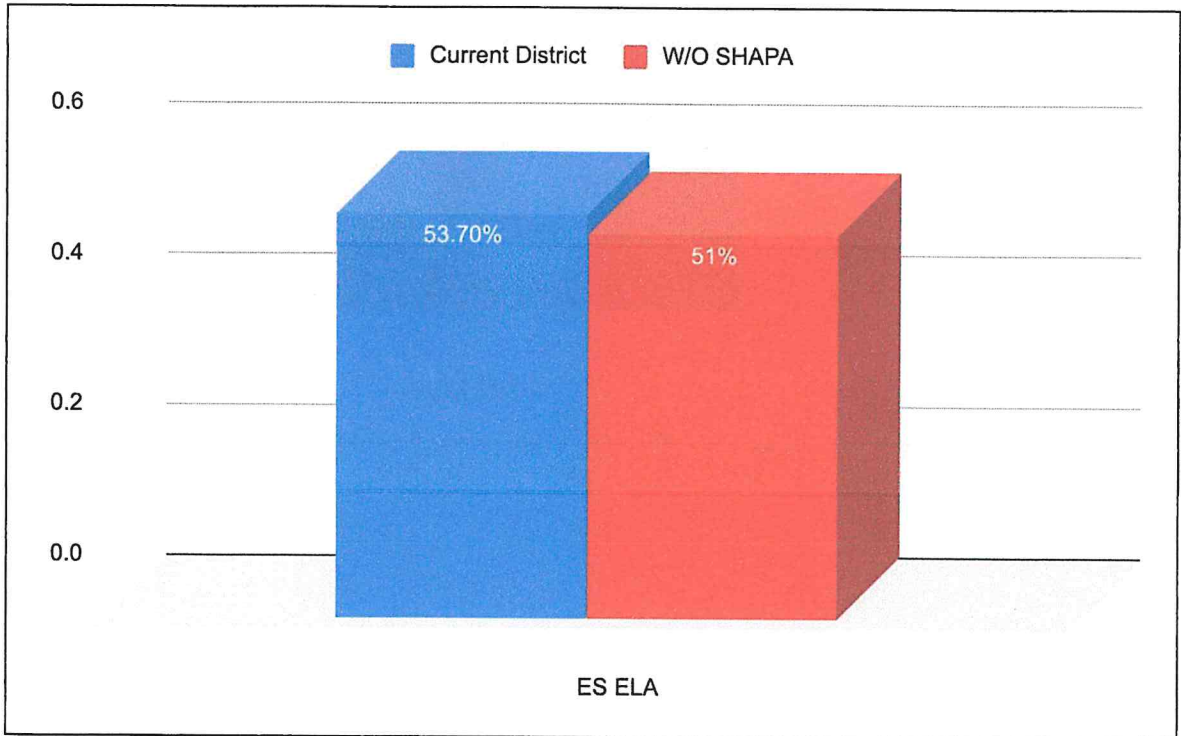
Level of change to Sheridan School District Math and ELA scores if Sheridan AllPrep Academy scores were removed from the calculation.

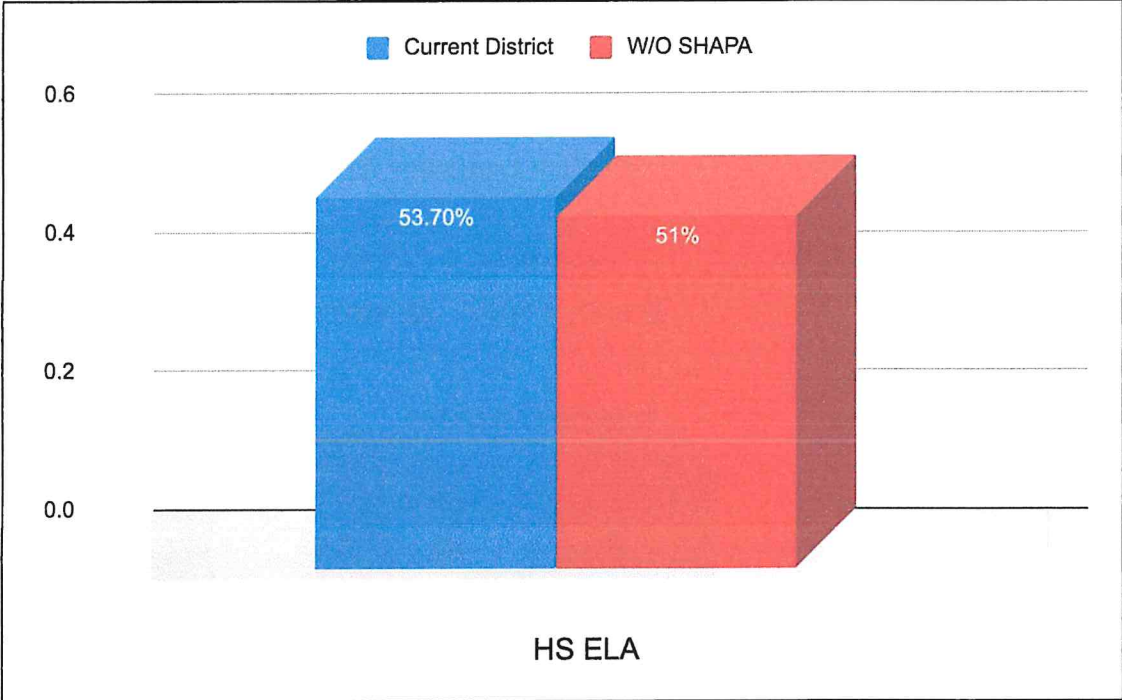
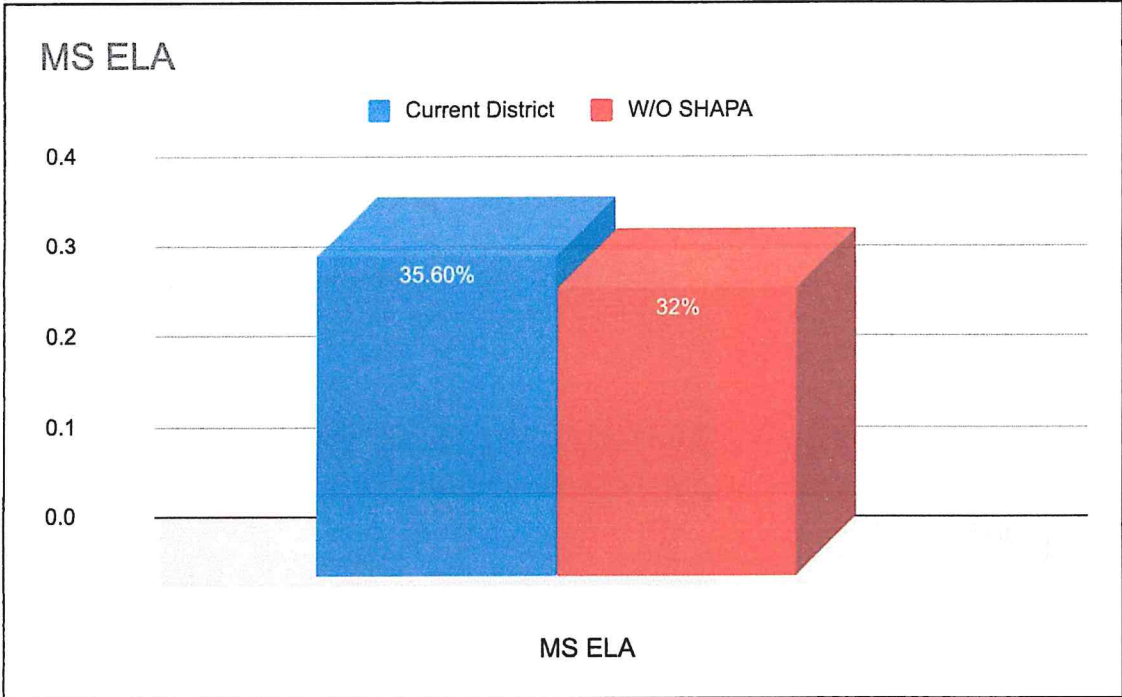
Math





English Language Arts





Appendix E - Financial Projections

FTE (Added 1.6 FTE every 50 ADM increase)	6.15 FTE	7.75	9.35	10.95	12.55	14.15
NUMBER OF STUDENTS	150 Students	200	250	300	350	400
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
100's	Projected	Projected	Projected	Projected	Projected	Projected
Director_ assumes a 2% increase each year from 2019/20	\$97,045	\$98,986	\$100,966	\$102,985	\$105,045	\$107,146
Tech Director 2% salary increase per year	\$79,334	\$80,921	\$82,539	\$84,190	\$85,874	\$87,591
Support/MGMT Assumes assumes 2% increase each year from 2019/20 _ 2020-21 Bus Mgr salary based on step increase for Cert	\$81,588	\$93,277	\$95,142	\$97,045	\$98,986	\$100,966
Added .5 and .2 increase for Registrar and office person at 300 ADM				\$22,440	\$22,889	\$23,347
Licenced assumes a 2.5% salary increase per year	\$340,259	\$348,765	\$448,220	\$552,430	\$661,570	\$775,822
Increase FTE for additional students 1.6 added FTE for every 50 ADM		\$90,736	\$93,004	\$95,329	\$97,712	\$100,155

Counselor 2.5% salary increase per year	\$48,024	\$49,225	\$50,455	\$51,717	\$53,010	\$54,335
Increase .5 FTE @ 300 ADM for counselor with 2.5% raise each year.				\$25,858	\$26,505	\$27,167
Sped 2.5% salary increase per year_ goes to full time in 2020-21	\$32,739	\$66,296	\$67,954	\$69,653	\$71,394	\$73,179
Total salary	\$678,989	\$828,206	\$938,281	\$1,101,647	\$1,222,984	\$1,349,707
200's						
244. Mileage Reimbursement	\$48,000	\$55,000	\$62,000	\$69,000	\$76,000	\$83,000
200.244 M98 Mileage						
241 Health Insurance assumes a 5% increase	\$106,762	\$113,168	\$119,894	\$126,956	\$134,371	\$142,158
Added Health at 1 FTE per 50 ADM		\$21,352	\$21,352	\$21,352	\$21,352	\$21,352
231. Workers Compensation	\$6,111	\$7,454	\$8,445	\$9,915	\$11,007	\$12,147
220. Employer Portion Payroll Liab	\$67,530	\$82,406	\$89,137	\$104,656	\$116,183	\$128,222
Total Payroll Expense	<u>\$228,403</u>	<u>\$279,380</u>	<u>\$300,827</u>	<u>\$331,879</u>	<u>\$358,914</u>	<u>\$386,879</u>
Total Salaries and Payroll Expense	<u>\$907,392</u>	<u>\$1,107,586</u>	<u>\$1,239,107</u>	<u>\$1,433,526</u>	<u>\$1,581,898</u>	<u>\$1,736,586</u>
210. PERS						
PERS costs are based on Projected PERS Increases on Application for Incentive Fund, Sept 2019 and after investment in EIF	\$221,100	\$243,741	\$326,897	\$383,814	\$436,972	\$482,250

Total PERS	\$221,100	\$243,741	\$326,897	\$383,814	\$436,972	\$482,250
Total Staff Expense 100-200	\$1,128,492	\$1,351,327	\$1,566,004	\$1,817,340	\$2,018,870	\$2,218,836
Less 300-600 expenses	\$238,488	\$282,298	\$364,125	\$424,817	\$480,310	\$539,304
Projected INCOME						
Measure 98 Funds	\$74,159	\$74,159	\$74,159	\$74,159	\$74,159	\$74,159
Title I School Improvement	\$20,142					
ADM projection assuming a 5% increase each year 60/40 split	\$1,151,713	\$1,640,102	\$2,145,346	\$2,696,999	\$3,298,461	\$3,953,441
SpEd Income from District	\$23,560	Future income and expense expected to raise with in-house SpEd structure.				
Total Projected Funding	\$1,269,574	\$1,714,261	\$2,219,505	\$2,771,158	\$3,372,620	\$4,027,600
Projected Income/Loss by year*	-\$97,406	\$80,636	\$289,375	\$529,001	\$873,441	\$1,269,460
*Any projected income listed above will be used to fund additional teachers and fixed assets. These amounts are difficult to project as they will vary with student needs. However, the intent is to have a zero balance, not increase the surplus.						

ADM Per Student assumes a 5% increase each year from SSF					
19/20	20/21	21/22	22/23	23/24	24/25
\$8,116	\$8,522	\$8,948	\$9,395	\$9,865	\$10,358

SSF Portion to District at different student levels assuming a 60/40 split and 5% increase in SSF per student amount per year. Assumes same rate for k-8/9-12					
150	200	250	300	350	400
\$113,902	\$160,938	\$210,842	\$265,338	\$324,756	\$389,461

Sheridan AllPrep Academy



2013-2019 Trajectory Insights

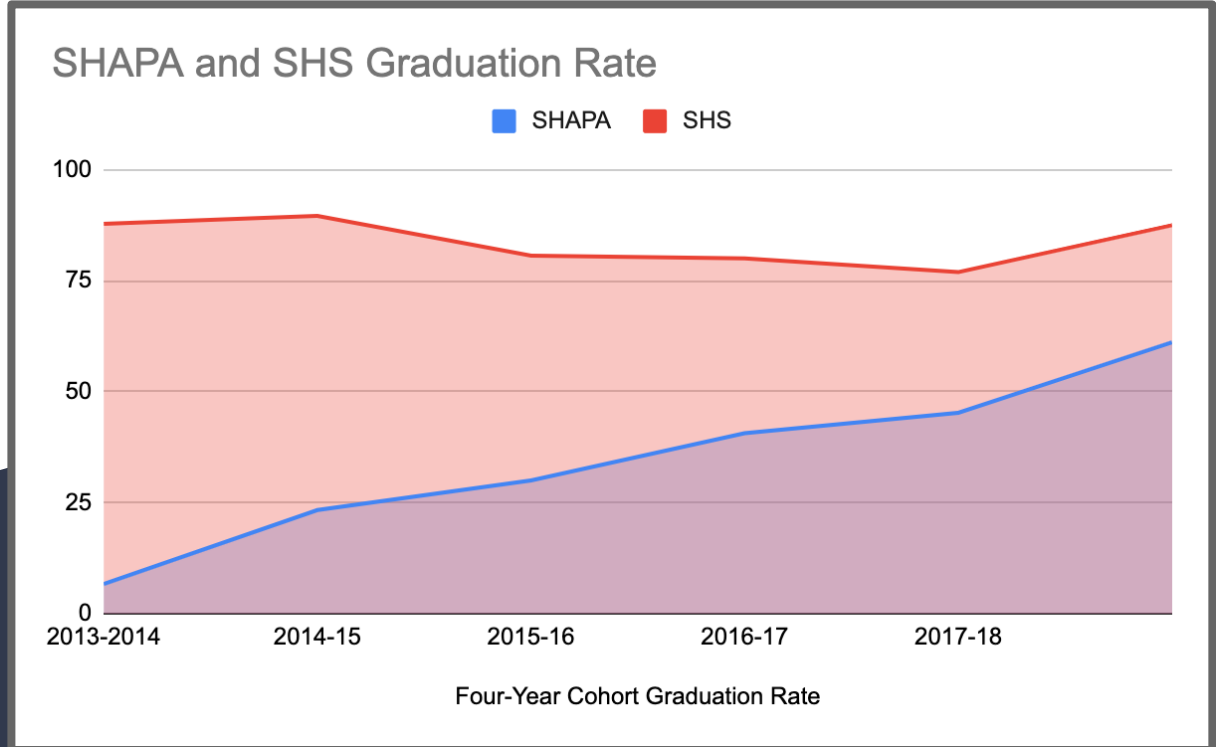
Four-Year Cohort Graduation Rates
Four-Year Cohort Completer Rates

Four-Year Cohort Graduation Rate:

- Sheridan AllPrep Academy
- Sheridan High School



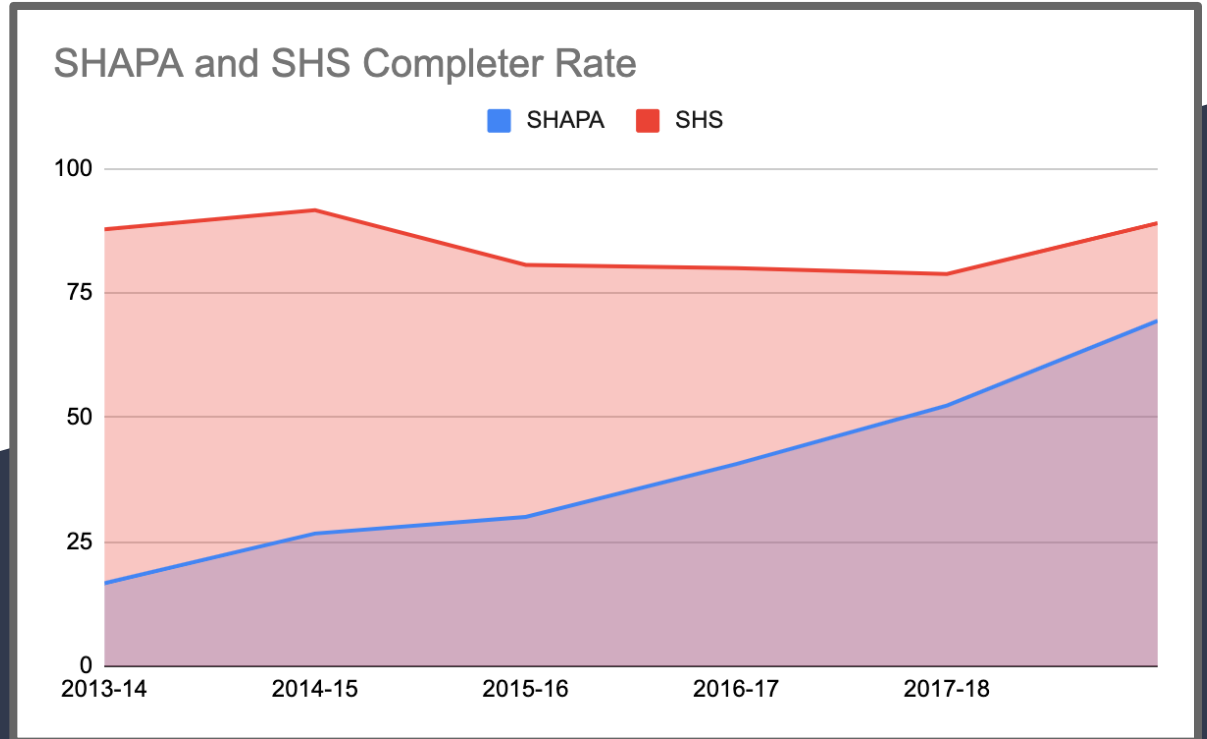
	SHAPA	SHS
13/14	6.67%	87.8%
14/15	23.33%	89.58%
15/16	30%	80.65%
16/17	40.63%	80%
17/18	45.24%	76.92%
18/19	61.11%	87.5%



Four-Year Cohort Completer Rate:

- Sheridan AllPrep Academy
- Sheridan High School

	SHAPA	SHS
13/14	16.677%	87.8%
14/15	26.67%	91.67%
15/16	30%	80.65%
16/17	40.63%	80%
17/18	52.38%	78.85%
18/19	69.44%	89.06%





Sheridan School District 48J Healthy and Safe Schools Plan. February 2019

1. Responsible Person

The person responsible for administering and implementing the Healthy and Safe Schools Plan:

Name: Steven Sugg

Position Title: Superintendent

Phone Number (971) 261-6959

Email Address: steven.sugg@sheridan.k12.or.us

Mailing Address: 435 S Bridge Street, Sheridan, OR 97378

The person who is the designated IPM Coordinator:

Name: Bill Rasar

Position Title: District Maintenance Director

Phone Number: (971) 237-1486

Email Address: bill.rasar@sheridan.k12.or.us

Mailing Address: 435 S Bridge Street, Sheridan, OR 97378

The person responsible for AHERA information:

Name: Bill Rasar

Position Title: District Maintenance Director

Phone Number: (971) 237-1486

Email Address: bill.rasar@sheridan.k12.or.us

Mailing Address: 435 S Bridge Street, Sheridan, OR 97378

2. List Facilities

All facilities owned and leased by Sheridan School District 48J where students or staff are present on a regular basis are covered by this HASS Plan. The list of those buildings and facilities is below:

Facility Name	Facility Address
<i>Sheridan High School</i>	<i>433 S Bridge Street, Sheridan, OR 97378</i>
<i>Faulconer-Chapman School</i>	<i>332 SW Cornwall Street, Sheridan, OR 97378</i>
<i>District Office</i>	<i>435 S Bridge Street, Sheridan, OR 97378</i>

3. Elevated Levels of Lead in Water Used for Drinking or Food Preparation

All school districts, education service districts, and public charter schools are required to test for and eliminate exposure to elevated levels of lead in water used for Drinking and Food Preparation through either remediation or eliminating access, according to OAR 333-061-0400 and OAR 581-022-2223. In conformance with those administrative rules, Sheridan School District 48J certifies the following:

1. All testing was done according to the testing requirements in OAR 333-061-0400;
2. All samples were analyzed by a lab accredited by Oregon Health Authority to test for those materials;
3. All water fixtures required to be tested under OAR 333-061-0400 were tested for elevated levels of lead in accordance with the testing schedule developed by the Oregon Health Authority; and
4. The testing schedule for each building covered by this plan is set forth below:

Facility Name	Year of Last Test	Next scheduled test (per 6 year schedule)	Schedule or Exemption Reason
<i>Sheridan High School</i>	<i>2016</i>	<i>2022 FY</i>	<i>6 year schedule</i>
<i>Faulconer-Chapman School</i>	<i>2016</i>	<i>2022 FY</i>	<i>6 year schedule</i>
<i>District Office</i>	<i>2016</i>	<i>2022 FY</i>	<i>6 year schedule</i>

4. Lead Paint

In order to comply with the United States Environmental Protection Agency's Renovation, Repair and Painting Program Rule, the district will only contract with certified lead based paint renovation contractors licensed by the Oregon Construction Contractors Board.

5. Asbestos

Sheridan School District 48J complies with the federal Asbestos Hazard Emergency Response Act (AHERA). All required asbestos management plans are available for viewing by submitting a request to Bill Rasar, District Maintenance Director.

6. Radon

Sheridan School District 48J has developed a radon plan as required by ORS 332.167. Community members can access a copy of the radon plan here: [Radon Plan](#) Test results will be made public and are available here: [Radon Test Results](#)

7. Integrated Pest Management

Sheridan School District 48J has adopted an Integrated Pest Management (IPM) plan as required by ORS 634.700 through 634.750. Community members can access a copy of the IPM plan here: [IPM Plan](#)

8. Carbon Monoxide Detectors

Sheridan School District 48J certifies that all buildings subject to the Healthy and Safe Schools Plan comply with the carbon monoxide detection standards in the state building code that was in effect when the building was originally constructed or as required by building code due to addition, upgrade, or remodel.

9. Test Results Publication

Sheridan School District is complying with the requirement to provide access to test results, as defined by OAR 581-022-2223 within 10 business days as defined by ORS 332-334. Test results can be found on Sheridan School District's website at www.sheridan.k12.or.us Click on Parent & Community Resources and then Healthy and Safe Schools. Specific test results can be found as follows:

- Lead in Water: [Lead in Water Test Results](#)
- Radon: [Radon Test Results](#)

Additionally, copies of all test results are available at 435 South Bridge Street, Sheridan, OR 97378. Sheridan School District 48J will also use current district email lists or communications programs to provide final test results to staff, students, parents of minor students, and other members of the community. This includes providing actual final test results or providing direct access to final test results through links in the communications. Please contact Steve Sugg, Superintendent to be added to current district email lists and programs.

I certify that the above information is true and accurate to the best of my knowledge.

Steven Sugg	Superintendent	2/6/2019
Electronic signature of authorized representative	Title	Date

**Sheridan School District 48J
2019-2020-2 RESOLUTION
Appropriation Authority**

WHEREAS, the District requests the authority to receive unanticipated additional funds for FUND 211 and to account for additional expenditures.

NOW, THEREFORE BE IT RESOLVED THAT:

The district does hereby request to appropriate the amount shown below for the 2019-2020 fiscal year.

<u>Resources</u>	<u>2019-2020 Budget</u>
211-R3199 ESSA	\$81,645
Total Resources	<u>\$81,645</u>
 <u>Requirements</u>	
211-1272-050-050-111 Salaries	\$25,000
211-1272-050-050-200's Benefits	\$15,000
211-1272-050-050-410 Materials	\$ 5,000
211-2240-005-050-340 Travel	\$15,645
211-1280-005-050-360 Charter Payment	\$21,000
 Total Requirements	 <u>\$81,645</u>

Board Chairman

Superintendent

Date Resolution Adopted



QUOTATION

Quotation Date: February 7, 2020
Quote No: Q02072020-ER

Sheridan High School Stadium Grandstand
433 S Bridge St.
Sheridan, OR 97378
Bill Rasar:
971-237-1486
Email: bill.rasar@sheridan.k12.or.us>

Sheridan High School Stadium Grandstand

Bill,

We are pleased to present our proposal for bleachers per your recent request. In broad terms, we will engineer, fabricate, deliver and install per scope of work outlined below, and as per preliminary drawings. We will meet requirements as per 2019-11-14 Bid documents (Page # A1101, A1111 and S001).

BASE BID

- Pre-engineer walkway, stairs and ramps
Galvanized steel understructure (see tentative drawings – to be verify after demolition),
Aluminum decking, aluminum guardrails pipe as per bid documents,
Galvanized Chain link at all sides higher than 30”
Up to code and as per requirements (2) ramps and (2) stairs,

PROPOSED COST:

Table with 2 columns: Description and Amount. Rows include Engineering, Material and Fabrication (\$65,147), Delivery and On site installation Prevailing wages (\$41,865), and TOTAL (\$107,013).

Other

- Demolition and disposal ADD: \$21,000
Front façade not of existing metal panels but aluminum boards ADD: \$ 8,650.

Inclusions:

Stamped engineering drawings and calculations, material, fabrication, delivery and installation at prevailing wage rates.

Exclusions:

Permit costs, sales tax, bonds, earth work.

Bleachers International



Terms:

This quotation is valid for up to 30 days after this date and is subject to all terms and conditions found below. Prices quoted are in U. S. Dollars and based on today's aluminum and steel per pound price.

Payment Terms:

- First Payment – 30% upon PO to order extrusions and work on drawings and engineering
- Second Payment – 25% upon drawings approval to order material and fabrication
- Third Payment – 35% upon delivery and start of installation
- Last Payment – 10% upon successful installation

Schedule:

3 Months upon contracting and first payment, no later than April 13, to be on time top start demolition right after Graduation and ordering aluminum extrusion (12 weeks lead time) on time for completion early August.

SHERIDAN HS - OREGON

13-Apr	20-Apr	27-Apr	4-May	11-May	18-May	25-May	1-Jun	8-Jun	15-Jun	22-Jun	29-Jun	6-Jul	13-Jul	20-Jul	27-Jul	3-Aug	
Awarded							Graduation										
contracted									Demolition								
									Verify Dimentions		Fabrication						
Ordering Extrusions - - - 12 weeks lead time												On site instalation					
1	2	3	4	5	6	7	8	9	10	11	12	punch list					

If you have any questions or concerns, please feel free to call/email.

Thank you for your consideration,

Sincerely,

Ernesto Ramirez
Managing Director

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PREAMBLE

- A. This Agreement is entered into between the Board of Education on behalf of Sheridan School District No. 48J, Sheridan, Yamhill County, Oregon, herein referred to as the “Board” or “District,” and the Mid-Valley Bargaining Council, an affiliate of O.E.A., herein referred to as the “Council.”
- B. The intent of this Agreement is to set forth and record herein the basic and full agreement between the parties on those matters pertaining to wages, hours, and conditions of employment for personnel included in the bargaining unit.

ARTICLE 1- RECOGNITION

- A. The Board recognizes the Council as the exclusive bargaining representative on wages, hours, and conditions of employment for all regular full-time and regular part-time (1/2 time or more) licensed teaching personnel employed by the District.
- B. Supervisors, administrators, confidential employees, substitutes, temporary teachers who are employed for less than the equivalent of one semester, and employees not defined in section A are specifically excluded from the bargaining unit.
- C. The purpose of this Article is to recognize the right of the bargaining agent to represent teachers in the bargaining unit in negotiations with the Board. Granting of recognition is not to be construed as obligating the Board in any way to continue any functions or policies. The Board reserves the right to create, combine or eliminate any positions as, in its judgment, is deemed necessary.
- D. The District shall electronically post the Agreement on the District website and offer printed copies to employees upon request. One paper copy will be provided to the STA President and one paper copy will be kept at the District Office.

ARTICLE 2- MANAGEMENT RIGHTS

- A. Except as otherwise specifically limited by the terms of this Agreement, the District retains all the customary, usual and exclusive rights, decision making prerogatives, functions and authority connected with its responsibility to manage the affairs of the District or any part of it.

- B. Without limitation, but by way of illustration, the exclusive prerogatives, functions and rights of the District shall include the following:
 - 1. To determine the services to be rendered to the patrons of the District.
 - 2. To determine and to follow the District's financial, budgetary and accounting procedures.
 - 3. To direct and supervise all operations, functions and policies of the District.
 - 4. To close or liquidate any District facilities, or relocate, reorganize or combine the work in any District facilities so long as such action is not in violation of the provisions of this Agreement or implemented in an arbitrary, capricious or discriminatory manner.
 - 5. To manage and direct the work force, including but not limited to, the right to hire, promote and retain employees; the right to determine schedules of work; the right to purchase, dispose of and assign equipment or supplies.
 - 6. To determine the need for a reduction or an increase in the work force.
 - 7. To establish, revise and implement standards for hiring, classification, promotion, quality of work, safety, materials and equipment.
 - 8. To implement new and to revise or discard, wholly or in part, old materials, equipment and facilities.
 - 9. To contract or subcontract work as may be determined by the District, provided that as to work which has been previously and regularly performed by employees in the bargaining unit, the District agrees to negotiate with the Council as to the impact of such action on employees in the unit prior to finalizing or implementing new decisions concerning such contracting or subcontracting.
 - 10. To designate and to assign all places to work. To determine the qualifications of new employees, transfers, and promotions.
 - 11. To determine the need for the qualifications of new employees, transfers, and promotions.
 - 12. To determine the need for additional educational courses, training programs, on-the-job training, and cross-training and to assign employees to such duties for such periods to be determined by the District.

ARTICLE 3- NONDISCRIMINATION

- A. The Council and the District affirm their adherence to the principles of free choice and agree that they shall not discriminate against any employee covered by this Agreement because perceived or actual ~~age~~, race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates, or membership or non-membership in the Union. All references to employees in this Agreement designate both sexes and when the male gender is used, it shall be construed to include both male and female employees.

ARTICLE 4- PAYROLL DEDUCTIONS

A. Association Dues

1. Dues Deduction Authorization

Prior to the first dues deduction of the school year, and then for any employee who becomes a member of the Association after the start of the school year, the Association shall notify the District of bargaining unit members who have elected to have dues deducted from their paychecks and shall identify the dues to be deducted from each. The Association shall also notify District when a bargaining unit member should no longer have dues deducted. The District shall enact dues deduction changes on the pay period following a notification.

If a bargaining unit member challenges their dues deduction with the District the District may request a copy of the member's dues authorization from the Association. The Association will provide the document in a timely fashion.

For any new employee who was an Association member at their prior place of employment, District shall backdate dues to their first contract day.

2. Processing OEA/NEA Dues Deductions

Dues deductions shall be made monthly in an amount equal to one-tenth (1/10) of annual dues, commencing with the month of October and continuing through the July pay period. Deductions for employees who join the Association after the beginning of the school year shall be prorated on a twelve-month proration schedule.

3. Processing Sheridan EA Dues Deductions

Sheridan Education Association dues shall be deducted from each member's paycheck. In October and November when the Union provides notification to the District.

4. Remittance of Dues Checks

a. Data to OEA

Within ten (10) days after each pay period, District shall send the Association an Excel-compatible register of the NEA/OEA/SEA dues, including voluntary Association contributions, deducted from each member's paycheck.

b. Payment to OEA

Within ten (10) days after each pay period, District shall send to OEA, in a single payment, the combined NEA and OEA dues, including voluntary Association contributions, deducted for the month.

c. Payment to SEA

SEA dues payments will be deducted and paid separately from OEA/NEA dues and shall be remitted to the SEA Treasurer.

5. Indemnification

The Association agrees to indemnify, defend, and hold the District harmless from employee or former-employee claims, orders, or judgments against the district concerning the dues deductions procedures outlined in this agreement. The Association's obligations are contingent upon the District: 1) giving the Association at least two-week's notice from the

date they knew or should have known, in writing, of any claim; 2) and fully cooperating with the Association and its designated counsel in the defense of the claim. The Association's obligation does not extend to criminal allegations or actions brought against the District by the Association. In the event the District properly invokes this paragraph, the Association will provide the attorney to defend against the claim. In the event the District wishes to use its own attorney, the District will pay the fees and costs of said attorney.

B. Employee Information

1. Employee List

Each September 15th, the District shall provide to the OEA Membership Specialist an Excel-compatible database of each new employee in the bargaining unit (both active members and non-members) that includes the last four digits of their social security number, employee ID, date of birth, first date of service, FTE, classification or title, PERS classification, worksite, position on the salary schedule, residential address, and residential phone number. Whenever a new employee is hired into the bargaining unit, The District shall provide the above information within thirty (30) days of hire.

Each September 15th, the District shall provide to the OEA Membership Specialist an Excel-compatible database of each employee in the bargaining unit (both active members and non-members) that includes the last four digits of their social security number, employee ID, FTE, and worksite. Whenever a new employee is hired into the bargaining unit, the District shall provide the above information within thirty (30) days of hire.

2. Change in Employment Status

The District shall promptly notify the OEA Membership Specialist whenever an employee in the bargaining unit is placed on an unpaid leave of absence, retires, is laid off, resigns, or changes their name.

C. Tax-Sheltered Annuities

1. According to District policy DLB - Salary Deductions, the school board shall annually review the list of TSA providers and approve those from which employees may purchase TSA programs. If a program is dropped from that list, current employee's membership may be "grand fathered"; that employee may then continue to use that TSA company as long as employed by the District. If at least five (5) teachers request, at the time of the annual review, a specific TSA company, it will be considered as a possible addition to the Board approved list. Upon review, the District will distribute the approved list annually to all teachers.

ARTICLE 5- TEACHER EVALUATION/ASSISTANCE

- A. The Board retains the right to develop and administer teacher evaluation procedures in accordance with its previously stated prerogatives. However, the Council will be consulted prior to changing the evaluation procedures. The District shall meet and confer with the Council regarding procedures as required by the Oregon Revised Statutes. The District will comply with ORS 342.850. A professional growth option may be utilized for experienced teachers at the principal's discretion in lieu of the traditional observation/evaluation model.
1. All evaluations shall be conducted by licensed administrators.
 2. Walk through observations (less than 10 minutes in length) shall not be used as part of the formal teacher evaluation procedure. Mini observations (at least 10 minutes in length) may be used as part of the formal teacher evaluation procedure. Forms used for evaluation will be shared and discussed with staff before they are used by administration in observations.
 3. Walk through observations of less than 10 minutes shall not be housed in the teacher's District personnel file.
- B. If the District does not extend a contract teacher's contract by March 15 of the first year of the contract due to inefficiency, neglect of duty, inadequate performance or failure to meet the Board's expectations for improvement, the District will place the teacher on a program of assistance for improvement.
1. All programs of assistance, including the use of peer assistance, will be developed and implemented according to Oregon law.
 2. The program of assistance for improvement shall be for a minimum of eight (8) weeks or forty (40) teacher work days (whichever is longer) in duration. The plan of assistance will be reviewed at that time.
 3. The Board encourages the use of peer assistance in conjunction with a program of assistance for improvement.

ARTICLE 6- ASSIGNMENTS AND TRANSFERS

- A. Grade, subject and activity assignments shall be made by the District. Teachers shall be notified in writing of any change in such assignments no later than July 15 prior to the beginning of the new school year. Any change in assignment made by the District after July 15 shall allow the reassigned staff member(s) two (2) full paid days to prepare for such reassignment after July 15 of that given year.
- B. When making transfers, it is understood that the instructional requirements and best interests of the District and the pupils are of primary importance.
- C. Any teacher desiring a transfer to another grade, subject and/or activity assignment shall make his request on or before the last day of school in order for it to be considered for the following school year. Applications for transfer must be in writing and renewed annually in order to remain valid. All employee applicants meeting minimum licensure requirements will be granted an interview. The District may choose to interview other in-district candidates who do not meet the minimum licensure requirements.
- D. Notice of vacancies which occur during the school year will be posted in all school buildings and faculty rooms. Vacancies which occur during the summer months will be posted in the District Office. A copy will be sent to the summer address of each licensed staff member who submits a written request to the District Office on the end of the year check out form. Requests must be submitted annually notifying the District Office of their desire to be considered for another position should one become vacant for which they are licensed.
- E. Bargaining unit members will be granted a courtesy interview for any administrative opening within the District for which the bargaining unit member is qualified. The qualifications, hiring procedures and hiring decisions, however, are not governed by this Agreement and are not subject to the grievance procedures.

ARTICLE 7- LAYOFF (RIF) AND RECALL

A. Layoffs

1. The District shall determine when layoff is necessary and which programs will be affected; however, the District agrees that such layoffs shall be implemented in accordance with the following procedures.
2. The District will provide a layoff list and as much notice as is practicable once the Board determines that a layoff is necessary.
3. Layoffs shall be made by seniority and in accordance with the provisions of ORS 342.934, except for definitions of terms that are allowable under statues. Appeals from decisions on layoffs or recalls of staff members shall be by arbitration as set forth in paragraph E of this Article, but subject to the provisions of ORS 342.934(7).
4. If the District wishes to retain a teacher with less seniority than a teacher to be laid off, the District must show that the teacher to be retained has more competence than the more senior teacher. Competence shall be defined as:
 - Having a valid license for the position
 - Demonstrated ability to teach: The District may consider evaluations for the prior seven (7) years as demonstrated ability to teach
 - Not being in the process of termination or dismissal
 - Not having failed to meet the expectations of a program of improvement at its conclusion.

The District may consider evaluations for the prior seven (7) years as demonstrated ability to teach.

If the District determines that the most senior, properly licensed teacher will not be retained for a position based on competence considerations, the District shall consider the willingness of the teacher to pursue additional training and educational preparation sufficient to make the teacher competent for this position.

Any credits that may be required would be subject to the tuition reimbursement formula (Article 12).

B. Recall Procedure

1. Employees shall be recalled to positions they are qualified to fill when an opening occurs.
2. Recall shall be by inverse order and according to the same criteria as used in conducting the layoff.
3. Notice of recall shall be sent via certified mail to the last address given to the Personnel Office by the teacher. A teacher shall have fourteen (14) calendar days from the date the notice of recall was mailed to notify the District of his intent to return. The employee must report on the starting date specified by the District, provided the reporting date is at least twenty-four (24) calendar days from the date the notice of recall was mailed. Failure to notify the District of intent to return or to return to work within the time limits shall be considered the resignation of said employee.
4. Employees who are laid off from the District shall be eligible for recall as outlined above for a period of twenty-seven (27) months after the effective date of their layoff unless they:
 - a. Resign. In such event a written resignation shall be sent to the District.
 - b. Fail to return when recalled as described above.

5. Employees who are subject to a layoff after twenty (20) continuous years of service to the Sheridan School District shall be eligible for recall for thirty-six (36) months after the effective date of their layoff.

C. Layoff Benefits

1. Subject to the group employee insurance carrier, the District shall extend coverage under its medical program, for the balance of the layoff to contract and probationary employees who are laid off. The District will pay the cost of such medical premiums during the first three (3) months following layoff and such coverage may be continued by the employee for the balance of the layoff provided the employee pays the premium. Employees who accept other employment shall not be eligible for the extension of group insurance coverage, except as provided under COBRA guidelines.
2. All benefits to which an employee was entitled at the time of his/her layoff will be restored upon his/her return to active employment and the employee will be placed on the proper step of the salary schedule for the employee's current position according to the employee's experience and education.
3. Time that an employee spends on the layoff list does not count toward movement on the salary schedule nor toward accrual of benefits. But in the situation where an employee works at least 135 student contact days in a year he/she will receive credit for vertical movement on the salary schedule.

D. School Closure

1. The employment relationship between the bargaining unit members and the District shall continue to the extent described in this Article during any period of school closure. During school closure due to lack of funds, the District acknowledges that the bargaining unit members are temporarily laid off, and agrees to recall, pursuant to paragraph C above, all teachers to regular duty promptly upon obtaining funds sufficient to resume normal operations. Employees are not paid for any days laid off.

E. Review Process

1. The application of this Article may be reviewed through the grievance procedure contained elsewhere in this Agreement.

ARTICLE 8- CALENDAR

- A. It is recognized that the Board has the right to set the annual school calendar. Prior to Board approval and adoption of the calendar, a proposed calendar, if reasonably practicable, will be referred to the teachers for input.
- B. A copy of the adopted calendar will be provided with the teacher's contract or letter of intent each spring and a copy included with the teacher's handbook each fall.
- C. In accordance with contract provisions, the District shall adopt a school calendar which represents no less than the minimum standards specified in the Oregon Administrative Rules relating to instructional hours. Existing schedules which meet or exceed state minimums shall not be affected. The Council shall be consulted prior to implementation of changes in the instructional hours.

ARTICLE 9- WORKING CONDITIONS

- A. Normal building hours for teachers shall be eight (8) hours per day. Included in the building hours is a thirty (30) minute continuous, duty-free lunch period, during which the teacher may leave the building. The starting times and dismissal times, which may vary from school to school, shall be determined by the Board.
- B. In addition to normal building hours, the following shall apply:
1. Teachers shall spend time outside of building hours to the extent necessary for adequate preparation of instruction, pupil and parent consultations. Administrators will provide an estimated amount of additional time expected to be needed to complete professional development activities.
 2. The administration will consult with staff members in an effort to schedule staff meetings during the regular workday. All effort shall be made to allow at least one week's notice.
- C. Teachers shall adhere to the daily schedule and shall make no commitments which preclude their being present in their assigned responsibilities. Request for exceptions must be submitted to the principal, and his/her approval granted, prior to the anticipated teacher absence and/or late arrival or early leaving. Teachers shall not leave the buildings to which they are assigned during class or preparation periods without the consent of the building principal.
- D. The contract for returning teachers shall be 190 days. Within the 190-day teacher contract year, there will be five (5) paid holidays (Labor Day, Veteran's Day, Thanksgiving Day, Martin Luther King Day, Memorial Day). Teachers new to the District shall have 191-day contracts, with the extra day being devoted to orientation. New teachers will have the same holidays as returning teachers.
- E. Within the normal student contact day, there shall be provided 45 continuous minutes, or the time equivalent to a normal class period, for preparation time during which the teacher shall not be assigned any other duties.
- If a particular school adopts a class schedule with class periods in excess of 45 minutes and the teacher preparation period is embedded within the schedule, then the administrator may assign curriculum development work for the excess time.
- F. Within the 190 day contract year there shall be provided:
- A four day fall inservice with a minimum of 1.5 days free of meetings or other scheduled activities.
 - One day at the end of each progress and grading period.
 - One and one half work days for classroom closure at the end of the year. The statewide October inservice day will be a non-contract, non-school day.
 - If progress reports/conferences are required, building administrators will attempt to arrange time in the schedule for teachers to complete them.
- G. Each teacher may review and make suggestions concerning the building administrator performance each year. All reviews shall be presented to the Superintendent for review. The teachers realize that the duty of evaluation rests with the Board, which shall receive a report from the Superintendent.
- H. Extended contracts will be paid as follows on the basis of that position's salary, divided by 190 contract days. Student contact positions shall be based on employees' hourly rate. Student non-contact positions shall be paid by the state formula for substitute teachers of more than 10 days (1/190 of the base salary). The employees' hourly rate shall be based on an eight (8) hour day.
- I. The parties agree to form a joint committee composed of six members with three (3) appointed by the Council and three (3) appointed by the District. During each year of the Agreement, the District will report to the committee and provide it with information regarding the various class sizes in the District, including special needs students, the number of preparations provided, the implementation of the Elementary and Secondary Education Act (No Child Life Behind Act) legislation and its impact

on the District, and other relevant and reasonably available data. It is intended that the District's report will occur on or about October 1 and on or about February 1 of each year. The joint committee will be charged with the responsibility to identify and examine problem areas. It is intended that suggested solutions to the identified problems would be recommended to the Board of Directors by the joint committee.

- J. Superintendent's Advisory Council: The Advisory Council for the Superintendent of Schools has been organized on the premise that the multiple responsibilities of the Superintendent and the best interest of the entire Sheridan School system can be better served by establishing a means which will permit the best thinking of all staff members. A more direct and meaningful line of communication can be developed through this Council on problems or conditions which exist in the classrooms. The Council does and should provide for a two-way flow of information and effective action resulting from group thinking.

Members of this Council act strictly in an advisory capacity. Their objective is to gather ideas, to present reactions of personnel, to express opinions, to interpret school policy to other staff members in the light of detailed information they receive through the discussions in the monthly Council meetings. The Council provides for a frank and honest exchange of facts and opinions between the Superintendent and staff representatives. Minutes of these monthly meetings will be sent to the Board.

In addition to the Superintendent and the local Council President, one (1) classroom teacher from each building shall be selected by the Council to serve for a two-year term.

- K. District employees may use the district's technology to learn, practice and enhance technology skills to be used in their teaching assignments. This use shall not otherwise interfere with assigned duties, waste or endanger (misuse) district resources or violate any district standard, implied or stated. District employees are not permitted to conduct or run any private or commercial enterprise on district equipment. Staff who violate general system user prohibitions shall be subject to discipline up to and including dismissal in accordance with Board policy, negotiated agreements and applicable provisions of law.
- L. The District shall provide a safe and healthy working environment. Unit members will be informed immediately upon district knowledge when they are potentially exposed to contagious diseases or environment hazards as prescribed by law and delineated by policy. They shall be instructed as to prevention and protection from the disease, illness, or hazards. If the administration in conjunction with law enforcement deems that a credible threat of violence against the school, staff, students, or themselves, school administrators will notify building staff of the threat before the start of the normal school day. If the threat occurs during the normal school day administration will notify staff as soon as it can, which may include during instructional time, to ensure staff can keep students, staff, and the overall building safe from such threat.
- M. Licensed staff shall be informed prior to being assigned student(s) who are reentering the general education classroom immediately from a more restrictive environment and that could present a safety problem to the students or staff. Licensed staff shall be provided with specific information about the known behavior pattern(s) of the student(s) and suggested strategies and trainings for managing those behaviors.
- N. The District agrees to reimburse employees for personal insurance deductible amount up to \$300 or a maximum of \$300 to be applied to the loss or damage if not insured when personal property is lost or damaged as result of theft, accident, or vandalism and when all reasonable precautions have been taken by employee to safeguard against loss or damage. This provision does not apply to automobile accidents or to accidents for which the owner of the item is the responsible party.

- 1. The District shall promote reasonable rules and regulations outlining the procedures and documentation needed for payment of a reimbursable claim. Those rules shall be governed by the following provisions:

- a. Employee must report the theft, accident, or vandalism to the appropriate police officials within seventy-two (72) hours of knowledge of the incident.
 - b. Employee must complete a statement for district records explaining the circumstances surrounding theft, accident, or vandalism.
 2. Repair or replacement costs shall be based on the most current and available rates and/or prices.
- O. Special Education licensed employees may request release time and/or curriculum rate to complete assigned caseload paperwork of up to four (4) days release time; or up to 24 hours curriculum rate; or a combination of the above two (2) options provided the combination does not exceed the cost of 24 hours curriculum rate. Special education licensed employees shall be granted flexibility in determining what days and hours will be used for the completion of caseload paperwork with approval from supervisor.
- P. Classroom Management
1. Building administrators will meet with staff semi-annually to review discipline policies and guidelines. Teachers may remove student with disciplinary problems from the classroom and refer them to the building administrators who will determine the appropriate action.
 2. If the teacher communicates to the administrator a desire to confer before the student is returned to the classroom, then the administrator shall make an effort to do so. If a conference cannot be held prior to the student being returned to class a phone call or face to face conversation will occur between the teacher(s) and administrator acknowledging the student's return to class. The administrator will attempt to have the conference within three (3) school days of the student's return.
 3. In the event that the student conduct results in a threat assessment being conducted for the student, the teacher(s) shall make an effort to attend the treat assessment, without additional compensation and the teacher will be given the support plan developed by the threat assessment team. All teachers of the student must be notified of the threat assessment meeting prior to the meeting.
 4. Training in de-escalation strategies and techniques shall be provided by the district to all interested licensed employees in an effort to improve staff-student relationships in regard to safety. Building administrators will provide restraint training to staff when a student endangers others.

ARTICLE 10 - CURRICULUM DEVELOPMENT

- A. The District will determine when and if curriculum work is to be done. If it is outside the normal work day or outside the teacher's contract year, participation shall be voluntary and be paid as per Article 9(H), unless a particular grant specifies a higher daily rate of pay.
- B. The building principal shall recommend personnel to be involved in curriculum development with the final selection determined by the superintendent. First consideration shall be given to those qualified staff members involved in the curriculum areas to be considered.

ARTICLE 11- COMPENSATION

A. Salary and extra duty schedules for 2019-2020 and 2020-2021 are included as Appendices A and B and C and D.

1. Appendix A – Extra Duty schedule.
Appendix B – index.
Appendix C – reflects the index with the previous base salary increased by 2.6% for 2019-2020.
Appendix D – reflects the index with the previous base salary increased by 3% for 2020-2021.
2. This Agreement is entered into and based upon assumptions about the amount of revenue to be received by the District in the 2019-2021 biennium and is based upon a statewide \$9 billion education budget.

If this budget amount is reversed by referenda or action of the executive branch, or if there is any other unexpected and substantial revenue shortfall that affects the District's ability to fund the economic provisions of this Agreement, either party may elect to reopen this Agreement for further negotiations. If this Agreement is reopened, notice will be given in writing and bargaining will begin within no more than fourteen (14) days. Negotiations for this reopening shall be conducted pursuant to ORS 243.698, but the negotiations period will be limited to ninety (90) days unless the parties mutually agree to a longer period of negotiations

B. Movement of the salary schedule by current employees

1. If a teacher completed the necessary credits for advancement to a higher educational level of the salary schedule, an adjustment in placement on the schedule, to be effective in the subsequent school year, will be made only if the teacher notifies the Superintendent prior to September 15th with proper verification, including temporary verification as outlined in Section B.4 below, as required by the District.
2. When moving from one column to another, those employees at the maximum level of the previous column shall be allowed one vertical increment in the new column, unless otherwise limited by the term of this Agreement.
3. For course work to count toward horizontal movement across the salary schedule, the course work must:
 - a. Be graduate courses related to the teacher's current teaching position or licensure or, when approved in advance, undergraduate credits which are part of an additional endorsement program and/or are related to the teacher's current teaching position.
 - b. Have been successfully completed as evidenced by a Pass or a grade of C or better.
4. Temporary verification of successful completion of the course work will be accepted by the District when a professor/instructor supplies a written statement indicating the grade to be received. Proper verification shall be an official transcript sent by the institution to the District.

C. Initial Placement on the salary schedule for new employees

1. Horizontal Placement

New teachers will be granted credit on the salary schedule for course work as follows:

- a. Course work must be graduate courses related to the teaching position that the teacher was hired to fill and earned after the degree or preparation which led to the initial licensure required for employment.

- b. Undergraduate credits which are part of an additional endorsement program and are not courses which are general education and/or part of a program that led to initial licensure.

2. Vertical Placement

Vertical placement on the salary schedule will be based on one step for each verified year of teaching experience in state or federally accredited school(s).

- D. Teachers assigned to different buildings for teaching assignments shall be reimbursed for mileage at the District rate.
- E. At the express direction or assignment of the District and with teacher acceptance of assignment, teachers providing instruction to students outside normal working hours shall be paid, in addition to their regular salary, an amount equal to their regular salary times the fraction of the workday which is required of them outside the regular working day. This will not include extended contracts, zero/eighth periods, driver's training, or other nonclassroom instruction.
- F. The District will provide a running total of unused sick leave during the course of the year, and at least once each year will give each teacher an account of accumulated sick leave available to them.
- G. The District agrees to pay the employee's required contribution in accordance with ORS 238.200; and shall "pickup," assume and pay six percent (6%) employee contribution to the Public Employee Retirement Fund for the employee members then participating in the Public Employee Retirement System. Such "pickup" or payment of employee member monthly contributions to the system shall continue for the remainder of this Agreement.

The full amount of required employee contributions "picked up" or paid by the District on behalf of employees pursuant to this Agreement shall be considered as "salary" within the meaning of ORS 238.005(2) for the purposes of computing an employee member's "final average salary" within the meaning of ORS 238.005(8) but shall not be considered as "salary" for the purposes of determining the amount of employee contributions required to be contributed pursuant to ORS 238.200. Such "picked-up" or paid employee contributions shall be credited to employee accounts pursuant to ORS 238.200(2) and shall be considered to be employee contributions for the purposes of ORS Chapters 238 and 238A.

- H. Payroll checks for employees' payable during summer vacation shall be issued to employees on or about the 25th day of June, July and August.
- I. Prep Time Compensation

- 1. The Sheridan Education Association and the District agree that, due to a desire to compensate employees for loss of a full prep period or combined classes due to covering the class or another teacher who is unavailable, certified staff will be compensated at the rate of \$40 per occurrence.

ARTICLE 12- TUITION REIMBURSEMENT

- A. The District will provide a sum of \$17,500.00 per year for tuition reimbursement and set the maximum amount to be paid per credit at \$280.00. A maximum of eight (8) quarter credit hours may be taken during the school year by each teacher, to the extent that funds are available in the annual District contribution. Any semester credit hours will be converted to quarter hours for purposes of computation.

In order to be eligible for reimbursement, courses shall be graduate level or undergraduate level with prior approval from the Superintendent, and successfully completed with passing grades. Staff new to the District do not qualify for reimbursement until the first college term following employment

Requests for reimbursement for classes not related to a staff member's current assignment must have prior approval of the Superintendent.

The District reserves the right to exceed this total at its discretion, and the exercise of such discretion shall not be subject to the Grievance Procedure.

The Superintendent will consider applications using the following criteria:

- a. First preference - District Requirements or Request
 - b. Second preference - State Certification
 - c. Third preference - Improve Educationally Relative to Specific Area of Assignment
- B. Regular part-time teachers shall have their tuition reimbursement prorated in accordance to their work schedule.
- C. The District will not provide tuition reimbursement for classes which are covered by other sources, such as scholarships, grants, etc.
- D. The District will provide a tuition reimbursement form outlining procedures for application by the teacher. An official grade slip and receipt of payment shall be attached to the form.
- E. Teachers not returning to the District in September will not receive reimbursement for courses taken during the previous summer.
- F. Courses required in writing by the District shall be paid in full outside the monies budgeted for this fund.
- G. To receive District reimbursement, credits must be turned in by September 15th, January 15th, April 15th, and June 30th. No credits will be reimbursed that are received after June 30th.
- H. The district will also allow for reimbursement of the current TSPC fees incurred during the process of receiving any endorsement at district request.

ARTICLE 13- PERSONNEL FILES

- A. Subject to Section C. of this Article and except as required by law, the official files for all teachers are confidential and shall be kept in the District office.
- B. A teacher may make a written statement relating to any evaluation, reprimand, charge, action or any matter placed in the teacher's personnel file and such teacher's statement shall be placed in the personnel file. A copy of such letter shall be provided the immediate supervisor by the teacher. A copy of any item of an evaluative or disciplinary nature that is to be put into the personnel file shall be given to the teacher. The District will have the teacher sign the file copy to verify receipt of a copy. If the teacher refuses to sign, a copy of the document placed in the file shall be mailed via certified mail, restricted delivery, return receipt requested, to the teacher's last known address.
- C. The personnel file shall be open for inspection by the teacher but shall be open only to such other persons as are officially designated by the District School Board, or by the teacher, in accordance with such rules as the District School Board shall adopt. When a teacher's representative is authorized by the teacher in writing to review the personnel file, said staff member need not be in attendance. A teacher may request the Superintendent to mark as "stale" any documents that have remained in the personnel file for a minimum of three (3) years. If the Superintendent grants the request, the document(s) will not be used in any subsequent in-district disciplinary action. Teachers may make a request only once a year. The decision of the Superintendent is final and binding and not subject to the complaint or grievance procedure. If an outside source requests a personnel file in which "stale" items exist, at the teacher's request, the District may supply a statement that verifies that there have been no ongoing problems with the particular incident.
- D. Subject to the requirements of law, items mutually agreed upon by the principal, Superintendent, and teacher may be removed.
- E. A teacher may appeal to the District School Board for removal of any item from his/her personnel file. The provisions of this paragraph may only be grieved to the District School Board whose decision shall be final and binding upon the parties. And, it is agreed that the Employment Relations Board or arbitrator shall have no jurisdiction over any matter covered by this paragraph.

ARTICLE 14- COUNCIL COMMUNICATIONS/FACILITIES

- A. Inter-school mail facilities may be used for distribution of Council communications so long as such communications are labeled as Council materials and contain the name of the authorizing Council official.
- B. Council materials may be distributed to the teachers within the immediate building at any time with the proviso that this does not interfere with teaching responsibilities.
- C. Council members may make brief announcements at faculty meetings if time permits.

**ARTICLE 15- PAID LEAVE
SICK LEAVE**

Definitions:

Family shall be defined as teacher's (or spouse/partner) mother, father, spouse, child, brother, sister, grandparents, grandchildren, mother-in-law, father-in-law, brother-in-law, sister-in-law and anyone who lives in the household.

- A. "Sick leave" means absence from duty because of a licensed member of the bargaining agreement or family member's illness or injury.
- B. In accordance with ORS 332.507, the District shall allow each teacher 10 days of sick leave at full pay for each school year. Sick leave not taken during a given year shall be cumulative with an unlimited number of days.
- C. When a teacher will be absent, due to personal illness or injury, s/he shall give notice to the principal. If the absence is for consecutive days, the principal shall be notified of the probable date of return. The Superintendent may require a physician's written verification when sick leave exceeds five (5) consecutive workdays.
- D. A teacher returning from any illness, whether or not sick leave benefits have been paid, may be required to submit to a medical examination at the expense of the District or furnish a medical doctor's certificate of good health prior to returning to work in order to safeguard the health of students and other employees.
- E. If, at the beginning of a school year, a teacher, previously employed for at least one year, is ill and unable to resume his teaching duties, and such teacher has unused accumulated sick leave days at the end of the prior school year, s/he will be allowed to use such previously-accumulated sick leave days while s/he remains ill and unable to work. Such teacher shall not be credited with additional sick leave days until s/he has returned full time to his teaching duties.
- F. Upon termination of employment, all accumulated sick leave benefits shall be eligible for transfer in accordance with ORS 332.507.
- G. A voluntary sick leave transfer can be established for employees.
 - 1. Members of the bargaining unit may voluntarily donate a maximum of eight (8) hours of sick leave to another member of the bargaining unit in a contract year. For each year of the contract, there shall be a maximum of 320 hours of sick leave which may be transferred.
 - 2. The recipient of donated sick leave must have used all of his/her accumulated sick leave and may not be drawing Workman's Compensation at the time of transfer.
 - 3. Hours accumulated in the former sick leave bank prior to the 2001 - 2002 school year will remain in a district bank to be used at the District's discretion for licensed staff. Accumulated hours cannot be used:
 - a. until the exhaustion of voluntary sick leave transfer hours.
 - b. unless the member has experienced a life-threatening or debilitating physical illness or injury that has prevented him/her from performing his/her job requirements for more than 10 days and a doctor has certified in writing this illness or injury.
 - c. STA Executive Council will be notified at the beginning of each school year as to the number of hours in said pool.
- H. Any employee obtaining sick leave benefits by fraud, deceit, or falsified statement shall be subject to discipline up to and including dismissal.

EXTREME ILLNESS LEAVE

- A. Leave with full pay shall be allowed up to a maximum of three days, noncumulative, (during any school year), for extreme illness in the family requiring the teacher's attention. Additional days may be considered and approved by the Superintendent. Days exceeding the maximum without approval of the Superintendent shall be deducted from the employee's salary at 1/190th of annual salary, or one day's salary.

BEREAVEMENT LEAVE

- A. Up to five days' leave with pay may be authorized by the District in event of death of any member of the family, other relative living in the same household or other person approved by the Superintendent.

Additional days may be considered and approved by the Superintendent.

PROFESSIONAL LEAVE

- A. Leave with or without pay may be granted by the District for attending educational conferences or for other purposes related to the teacher's assignments, when prior approval is received from the Superintendent or his designee.
- B. If attendance is required by the District on a contract day, it shall be with full pay and reimbursement for such expenses as have received prior approval from the Superintendent or his designee.

JURY DUTY LEAVE

- A. An employee shall be granted leave with pay for service upon a jury; provided, however, that the compensation paid to such employee for the period of leave shall be reduced by the amount of compensation received by the employee for such jury duty, excepting that amount received for expenses. Upon being excused from jury service during any day, an employee shall immediately return to complete his assignment for the remainder of his workday.

WITNESS/APPEARANCE LEAVE

- A. Leave with pay shall be granted for an appearance before court, legislative committee, judicial body as a witness in response to a subpoena or other directive by proper authority in all matters other than those in which the teacher is a plaintiff or a defendant, except when the appearance is employment related; provided, however, that the compensation paid to such employee shall be reduced by an equal amount to any compensation the employee receives as witness fees, excepting that amount received for expenses. (This provision does not apply in cases where the Council or the teacher is a complainant against the District.)

EMERGENCY LEAVE

- A. The District may grant emergency leave upon receiving a written request from the teacher following such absence. A maximum of one (1) day will be granted for emergencies of a serious nature beyond the teacher's control which must be taken care of during regular working hours. The teacher shall seek advance approval if the circumstances permit. This leave is noncumulative.
- B. In requesting emergency leave the applicant will state in writing the general nature of the emergency and indicate why it couldn't be taken care of outside regular school hours. The written application shall be reviewed by the Superintendent, or his designee, who will provide a written response. If not in agreement with the Superintendent's decision, the teacher may request in writing that the Board review the request.

PERSONAL LEAVE

- A. Three (3) days of paid personal leave per year, noncumulative, will be allowed each teacher. Notice to the teacher's principal or other immediate superior for personal leave (except in cases of emergency) shall be made at least 24 hours before taking such leave. Said notice shall not state the reason for taking such leave other than that it is being taken under this Article.

Such leave may be claimed in increments of not less than one-half (1/2) of the normal school day. Employees working one-half (1/2) time or more, but less than full time shall receive one day of such leave.

Unused days will be purchased back by the District at the rate of \$100.00 per day.

ARTICLE 16- UNPAID LEAVE

PARENTAL LEAVE

- A. The District may allow leave of absence without pay for reasons of adoption or maternity.

MILITARY LEAVE

- A. Military leave shall be allowed in accordance with federal and state laws relating to such leave.

OTHER LEAVE

- A. The District may grant leaves of absence without pay or employee benefits, not to exceed one year, when in the District's judgment such leave would not seriously hamper the District operation. Partially unpaid time (with the substitute's salary deducted) will not be granted by the District.
- B. A written request for such leave will be reviewed by District with a written reply submitted to the teacher.

COORDINATION OF LEAVE

- A. This agreement is not intended to add to nor reduce an employee's right to leave(s) pursuant to state and/or federal law.

ARTICLE 17- TEACHERS RIGHTS/JUST CAUSE

- A. No teacher shall be disciplined, reprimanded verbally or in writing, without just cause.
 - 1. Reprimands shall be made privately and not in the presence of students, parents, teachers, or members of the community.
 - 2. The provisions of Section A may only be grieved to the District School Board whose decision shall be final and binding upon the parties.
- B. This Article shall not apply to:
 - 1. the nonrenewal or dismissal of probationary teachers or,
 - 2. to the nonextension or dismissal of contract teachers;
such cases shall be governed solely and exclusively by the provisions of ORS 342.805, et seq.; such cases are not covered by the provisions of this collective bargaining agreement.
- C. All teachers new to the District will serve a three (3) year probationary period.
- D. Whenever a teacher is directed to meet with an administrator or other representative of the District regarding a matter which could result in:
 - 1. disciplinary action,
 - 2. dismissal,
 - 3. nonrenewal,
 - 4. layoff,
 - 5. or nonextension of contract,...the teacher shall be given a minimum of one day's prior written notice of the reason for such meeting and of the right to have a representative of the Council or legal counsel present during the meeting.
- E. If during a meeting with a parent or community member it appears to the teacher that complaints are being made that could result in the discipline of the teacher, that teacher has the right to ask for a witness to be present before continuing the meeting. The provisions of this paragraph may only be grieved to the District School Board whose decision shall be final and binding upon the parties.
- F. The personal life of a member is not a concern of the District unless it can be reasonably shown to have a negative effect on the performance of the duties and responsibilities to which the member is assigned.
- G. The teacher shall maintain the right and responsibility to determine grades and other evaluations of students and will be part of a team that evaluates students who have not met grade level requirements. The District shall consult with the teacher about any grade that the District decides to change. The District shall accept full legal responsibility for any such change.

ARTICLE 18- EXISTING CONDITIONS

- A. Only such existing and future work rules and benefits as are specifically covered by the terms of this Agreement shall be affected by recognition of the Council and execution of this Agreement.

ARTICLE 19- FUNDING

- A. Both parties recognize that revenue needed to fund the compensation provided by this Agreement must be approved through the established budget procedures and in certain circumstances by vote of the citizens, and thus, agree to make every effort to reach future Agreements prior to final approval of the Proposed Budget.

ARTICLE 20- INSURANCE

A. District Contribution:

1. During the 2019-2020 school year, the District shall contribute a maximum of \$1275.00 per month per employee toward District-sponsored full family medical, vision and dental insurance premiums. Any premium costs above this maximum amount shall be paid by the members via payroll deduction using a flexible spending account (IRS 125 plan).

2. During the 2020-2021 school year, the District shall contribute a maximum of \$1340.00 per month per employee toward District-sponsored full family medical, vision and dental insurance premiums. Any premium costs above this maximum amount shall be paid by the members via payroll deduction using a flexible spending account (IRS 125 plan).

B. Any change of plan(s) or carrier(s) shall be made by a committee of Sheridan School District teachers selected by the Sheridan Teachers' Association. The medical plans offered shall be provided within the limitations of a single carrier. Employees working one-half time or more, but less than full time shall receive prorated insurance benefits based on the composite unit rate. Employees working less than one-half time are not entitled to insurance benefits.

C. All insurance coverages begin October 1st and are paid through September 30th, the anniversary dates. Employees leaving the District prior to the end of the school year shall have their insurance coverage cease at the end of the month following their departure. Part-time employees shall have the District's portion of the premium prorated. The benefit programs identified herein shall be provided only in accordance with the underwriting rules and regulations set forth by the carriers in the policies obtained by the policyholder.

D. A teacher who leaves District employment may voluntarily notify the District when the teacher obtains a new job and is eligible for insurance coverage with a new employer. Following the teacher's notice, the District's obligation towards premium payments as provided herein shall cease on the first day coverage is provided by the new employer.

E. Insurance coverages for domestic partners will be subject to the same limitations and conditions applicable to other employees. "Domestic partners" of an employee are eligible for coverage under the district insurance plans, if they meet the following criteria:

Share a close personal relationship and are responsible for each other's common welfare;

Are each other's sole domestic partner for a minimum of 12 months prior to the enrollment date;

Are not married to anyone nor have had another domestic partner enrolled in the health plan within the prior 12 months;

Share the same regular and permanent residence, with the current intent to continue doing so indefinitely.

F. Sheridan School District agrees that teachers eligible for medical/dental/vision benefits may choose to opt out of the group insurance program by notifying the District, in writing, of his/her desire to opt out, and by providing proof that the individual is covered by other medical insurance coverage.

Members who opt out of the group insurance will receive 50% of current monthly contribution minus any OEBSB sure charge, up to \$100, toward a HRA for allowable medical costs. Upon terminating employment member will have ability to spend down funds that have been placed in an account for qualifying expenditures until all funds have been expended. Upon death HRA funds will transfer to beneficiaries as per rules of HRA plan.

Sheridan School District agrees that teachers who participate in the Evergreen Plan with a combination of HSA will be given full current insurance contribution toward insurance plan with health savings account.

The number of teachers allowed to opt out shall be determined by the limits established in the medical plans to maintain group participation.

The opting out process must be completed prior to September 7th of each year.

ARTICLE 21- RETIREMENT

- A. Retired employees will be given the option to purchase insurance through the District carrier

ARTICLE 22- SAVINGS CLAUSE

- A. If any provision of this Agreement is held to be invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any provision should be restrained by any such tribunal, the remainder of the Agreement shall not be affected thereby, and upon the request of either the Board or the Council the parties shall enter into negotiations for the purpose of attempting to arrive at a mutually-satisfactory replacement for such provision.

ARTICLE 23- GRIEVANCE PROCEDURES

Section I Definitions

- A. "Grievance" shall mean a complaint by the Council, an employee, or a group of employees that there has been to him/her or them a violation or inequitable application of any provision of the Agreement or Board Policy.
- B. "Grievant" is the Council, person, or persons who has/have the grievance and is/are presenting the complaint, also referred to as the complainant.
- C. "Party in interest" is either the person or persons making the complaint or the person or persons against whom the complaint is made.
- D. "Consultant" is the one who advises either party in interest.
- E. "Representative" is the one who may speak for and/or advise a party in interest.
- F. "Immediate supervisor" is the one who has direct administrative or supervisory responsibilities over the grievant in the areas of grievance as stated in School Board policy.
- G. "Days" when used in this Article shall, except where otherwise indicated, mean working days.
- H. "Persons officially involved" means the Superintendent, his/her representative and/or consultant and witnesses, the grievant, his/her representative and/or consultants, and witnesses.
- I. "Council" means the organization representing the licensed personnel which has been selected by a majority vote of the respective employees.

Section II General Provisions

- A. These procedures should be processed as rapidly as possible; the number of days indicated for settlement or appeal at each level should be considered a maximum. Time limits will not be extended except by mutual written agreement of the parties involved at any level of the procedures.
- B. All parties should attempt to complete the procedures by the end of the school year. The parties shall make good faith effort to shorten the number of days provided at the various steps in order to finish by the end of the school year. However, the Council and the District both recognize the desirability of not processing grievances that do not require prompt resolution during the summer recess period. Accordingly, at the written request of either party, a grievance shall be held over until the following school year unless the other party submits a memorandum stating reasons why the grievance shall not be continued to the following school year.
- C. All parties in interest have a right to consultants or representatives of their own choosing at each level of these grievance procedures. Every effort should be made to resolve differences through informal activities before formal procedures are used.
- D. Failure at any level of this procedure by the grievant to appeal a grievance to the next level within the specified time limits shall be deemed to be acceptance of the decision rendered at that level. Failure at any level of this procedure to communicate the decision in writing on a grievance within the specified time limits shall permit the grievant to proceed to the next level.
- E. All documents, communications and records of a grievance shall be written and will be filed in the School District Office separately from the personnel files. All documents, communications and records of a grievance shall be made available to all parties involved.
- F. Forms for processing grievances shall be prepared by the Superintendent or his/her designated representative in cooperation with the Council and will be printed and given appropriate distribution by the parties so as to facilitate operation of the grievance procedure.
- G. In the course of investigating any grievance, representatives of either party in interest who need to contact an employee, or student in school, will contact the principal/supervisor of the building being visited and will state the purpose of the visit immediately upon arrival.

- H. Every effort will be made by all parties to avoid the unnecessary involvement of students in the grievance procedure.
- I. Every effort will be made by all parties to avoid interruption of classroom and/or any other school-sponsored activities.
- J. All parties in interest will process grievances after the regular workday or at other times which do not interfere with assigned duties.
- K. Each grievance shall have to be initiated within twenty-one (21) days after the occurrence of the cause for the complaint; however, if the grievant did not become aware of the occurrence until a later date, then the grievant must initiate action within twenty-one (21) days following first knowledge or when the grievant should have known of the cause. The employee shall be considered to have no reasonable grievance in any event if the complaint has not been filed within one hundred twenty (120) days from the date of occurrence of the facts which give rise to the grievance. The employee may petition the superintendent to waive the 120 days requirement.
- L. The timelines contained in this grievance procedure shall be strictly enforced. In the event the grievant does not comply precisely with the stated timelines, the grievance shall be considered terminated
- M. There shall be no restraint, interference, discrimination, or reprisal exerted on any employee choosing to use these procedures for resolution of a grievance.

Section III Grievance Steps

Before the grievance is handled on a formal basis the grievant will discuss the grievance with the principal and/or Superintendent, either individually or accompanied by a representative, with the objective of resolving the matter informally. If the grievant is not satisfied with the disposition of the informal grievance, the grievant may proceed through the various levels of grievance.

- A. Step I Immediate Supervisor
 - 1. The grievant shall refer the grievance to his/her immediate supervisor within the timelines set forth above. The grievance shall be in writing and state the specific provisions of the Agreement in dispute and the remedy requested. The response of the immediate supervisor shall be due five (5) days after the grievance has been submitted.
- B. Step II Superintendent
 - 1. If the grievance has not been settled, it may be presented to the Superintendent within five (5) days after the response of the immediate supervisor is due. The response of the Superintendent shall be due five (5) days after the grievance has been submitted.
- C. Step III School Board
 - 1. If the grievance has not been settled, it may be presented to the Board of Directors within twenty (20) days after the response of the immediate supervisor is due. The response of the Board shall be due ten (10) days after the grievance has been submitted.
- D. Step IV Arbitration
 - 1. If the grievance has not been settled, only the Council and not the employee, may, within ten (10) days after the response of the Board of Directors is due, serve notice of its intent to arbitrate the grievance. Such notice shall be in writing and delivered to the Superintendent.
 - 2. After the Council has indicated its desire to take a grievance to arbitration, the Council shall request the Employment Relations Board to submit a list of the names of five (5) arbitrators to the parties. The parties shall select an arbitrator from the list by such method as they may jointly elect, or if they are unable to agree upon such method, then by the method of alternate striking of names under which the party that is to strike first shall be determined by lot. Nothing in this section shall prohibit the parties from agreeing upon a permanent arbitrator or permanent list. The arbitrator's decision shall be final and binding, but he/she shall have no

power to alter, modify, add to, or detract from the terms of the Agreement. His decision shall be within the scope and terms of the Agreement and in writing. The arbitrator's remedy shall be limited in retroactivity to a period not exceeding one hundred twenty (120) days prior to his award.

3. The arbitrator's fee and expenses shall be shared equally between parties. All other expenses shall be borne exclusively by the party requiring the service or item for which payment is to be made.
4. Arbitration does not apply to violation or inequitable application of board policy.

ARTICLE 24- COMPLAINT PROCEDURE

Any written complaint regarding a teacher's responsibilities made to any member of the administration by any parent, or other person shall, within five school days, be initiated according to the procedure outlined below:

1. Meeting with the Superintendent and/or Principal. The Administrator receiving the complaint and/or the Superintendent shall meet with the teacher to apprise the teacher of the full nature of the complaint, and they shall attempt to resolve the matter informally. The District will provide the name of complainant, date of complaint, and any written information to the teacher. Complaint procedures will remain informal vs. legal and formal.
2. Right to Representation. The teacher shall have the right to be represented at any meetings or conferences regarding any complaint at which the teacher is in attendance.
3. Procedure:

Step One: Any written complaint will be reviewed by the pertinent administrator(s) in an attempt to resolve the matter to the satisfaction of all parties concerned.

Step Two: If the superintendent and/or principal are unable to resolve a complaint to the satisfaction of the teacher, the results of the investigation, along with administrator recommendation, shall be forwarded in writing to the Board with a copy to the teacher.

Step Three: After receipt of the findings and recommendations of the Superintendent, and before action thereon, the Board shall afford the parties the opportunity to meet with the Board and show cause why the recommendations of the Superintendent should not be followed. Copies of the final action by the Board shall be forwarded to the teacher. Consistent with ensuring personal confidentiality to the teacher, the Board may communicate its final action to the complainant as appropriate.

ARTICLE 25- TWENTY-FIRST CENTURY SCHOOL COUNCILS

- A. 21 Century Schools Councils shall operate in accordance with ORS 329.704. No School Council shall be required to perform tasks other than what the law provides.
- B. Each School Council shall have secret ballot elections in which all bargaining unit members are eligible to participate (teacher positions). There shall be staggered terms for positions. Also, Councils shall determine a selection process and a term office for the chairperson.
- C. Site Council activities will not occur during any student contact time, unless approved by the District Superintendent.
- D. Participation or lack of participation in School Site Councils shall not be considered a subject for any evaluation, discipline, or dismissal action. Participation in the Council shall be voluntary.
- E. Site Councils shall not violate the provisions of the contract at any time.

ARTICLE 26- CONTINUING PROFESSIONAL DEVELOPMENT

The Board recognizes the need to establish a continuing professional development (CPD) program for all licensed staff in order to enhance professional performance, promote achievement of high standards for all students and assist employees in meeting the licensure requirements of the Teachers Standards and Practices Commission (TSPC).

The CPD plans for teachers and administrators shall be consistent with the district's mission and goals, assist educators to meet the requirement for licensure renewal as identified in OAR Chapter 584, Division 090, and may contain such other provisions as deemed appropriate by mutual agreement of the District and employee.

At the beginning of each licensure cycle, an educator will confer with his/her supervisor or CPD advisor to develop a CPD plan for the ensuing three or five years which shall meet the purposes and standards set forth in OAR 584-090-0001 and 584-B090-0020. Activities shall have as their primary purpose improved student learning by enhancing the professional skills of the teacher/administrator. Such activities may relate to the individual's current or potential future assignment as determined by the District. Appropriate curriculum development, research, peer or student-teacher mentoring and other approved individual and committee endeavors are examples of acceptable activities.

Requests for release time for attendance at professional development activities may be approved as deemed appropriate by the District and with the stipulation that: 1) requests are to be submitted sufficiently in advance to permit the Superintendent or designee consideration; and 2) where release time is granted, a written report will be submitted to the administration after such meeting or conference.

Meetings or conferences for which District funds are contributed - whether for fees, travel or hiring of substitutes - shall directly relate to the teacher/administrator's CPD plan. Where such meetings or conferences are devoted primarily or exclusively to organizational or business affairs and like activities, it is not considered appropriate for the Board to expend District funds or to approve the activity for CPD credit.

The Board directs the Superintendent to develop administrative regulations, staff CPD handbooks, and/or other related materials as may be necessary to implement this policy. Regulations shall include CPD procedures and practices that incorporate plans for the District's improvement and individual building, grade level, student, and teacher/administrator needs and goals.

CPD plans shall not be part of an employee's evaluation. Since this is a teacher plan, it shall not be dependent upon or tied to student test scores/outcomes.

Procedures:

1. All District teachers, personnel service specialists and administrators contracted by the District, excluding substitutes, will follow the procedures provided below for meeting continuing professional development (CPD) requirements.
2. The Board policy - Continuing Professional Development, this regulation and their related District - issued materials are recognized as the District's Continuing Professional Development Program.
 - a. The District and each school site shall systematically identify instructional needs of students and relate those needs to the practices and CPD activities of the licensed staff so that each employee may design a plan to assist the educator to achieve district, state and national standards (OAR 584-090-0001).
 - b. Licensed employees shall maintain an active individual CPD plan and/or all licensed employees shall participate in the District's CPD program. Modifications of the employee's plan may be made at any time, after consultation with his/her supervisor or approved CPD advisor, as provided by OAR 584-090-00 10 through 0040.
 1. Each plan shall be designed to assist the employee to:
 - a. Achieve District, State and National standards;
 - b. Keep current with the development and use of best practices; and
 - c. Develop ways to enhance learning for a diverse student body.

2. Each plan shall identify CPD activities and experiences that address one or more of the following professional growth domains:
 - a. Content of the subject matter or specialty area directly related to the employee's current assignment(s) or to responsibilities he/she reasonably expects to be assigned, or is assigned by the District;
 - b. Strategies for assessment of student performance in achieving school and District objectives and State content standards and interpretation and application of the results;
 - c. Methods for effective teaching, classroom management, counseling, supervision, leadership and curriculum development;
 - d. Understanding of diversity in abilities, social and/or cultural background and use of such knowledge to promote achievement of high standards for all students;
 - e. Knowledge of State and National education priorities and the application of that knowledge to one's school and District programs;
 - f. Competence in the uses of technology in schools and the application of that knowledge to one's assignment.
3. Each plan shall also include the following:
 - a. Identify at least one domain of professional competency to be addressed as stated in OAR 584-090-00 10;
 - b. Identified goals/objectives to be achieved through the CPD plan;
 - c. Proposed activities and experiences to meet the goals;
 - d. List of completed activities, related domain and number of professional development units of credit earned;
 - e. Employee's reflection on the completed plan and its relationship to student learning and modifications of the employee's performance;
 - f. Resources that will be used to complete the plan;
 - g. Signature of supervisor or approved CPD advisor indicating review of the proposed plan and verification of plan completion.
4. The employee's plan shall be proposed and completed as outlined in OAR 584-090-0020-0040.
5. Each plan should propose to earn an average of 25 CPD units of credit annually.
6. The District will attempt to offer as many professional growth activities as recognized needs warrant and resources permit. To this end, all 25 units of credit may be earned through District and building activities. The District recognizes, however, that there will be times and individuals for which units of credit may be earned outside the District. Reimbursement for the cost of these activities will be governed by the language in the collective bargaining agreement.
7. Plans may be developed that totally utilize District professional growth activities and some outside District activities, or are totally completed in non- district-sponsored activities. All such plans shall be proposed to the employee's supervisor or approved CPD advisor for review and verification.
8. Supervisors or an approved CPD advisors are responsible for review and verification of an individual employee's plan. An approved CPD advisor is a person selected by an educator and approved by the educator's supervisor who reviews, verifies and

signs the educator's CPD plan. A CPD advisor could be a building principal or other administrator, a peer coach, a team leader, a college or university advisor, or a qualified member of an educational agency, professional organization or business. The CPD Advisor must be approved in advance by the educator's supervisor.

9. The responsibility for completing a plan and meeting licensure renewal requirements rests with the employee. The employee shall provide documentation that the plan has been completed and he/she has analyzed the results and applied the acquired knowledge and skills to improve student learning.

The District may assist such efforts in the following ways:

- a. Provide a copy of the Board's CPD policy, regulation, and/or other related materials which meet TSPC requirements;
 - b. Provide an annual process for completing a portion of the license renewal requirements, approximately 25 CPD units of credit;
 - c. Provide a site system for record keeping;
 - d. Incorporate plan development and completion into an annual goal-setting cycle;
 - e. Conduct applicable group meetings/conferences to assist in meeting the requirements, when possible.
10. Acceptable CPD activities shall be those reviewed and verified by the employee's supervisor or approved CPD advisor for which evidence is submitted to verify completion.
 11. Completed CPD forms shall be filed annually in the employee's personnel file in accordance with the timelines established in the Oregon Administrative Rules. The Superintendent or his/her designee shall, if applicable, verify the completion of the required plan(s) and units for renewal at the time the employee requests District verification of educational experience on the TSPC provided Professional Educational Experience Report (PEER) form.

ARTICLE 27- TERM OF AGREEMENT

- A. This Agreement shall be in full force and effect upon ratification through June 30, 2021. Retroactive payment shall be made no later than thirty (30) days following the date of signing.
- B. The parties acknowledge that during the negotiations which resulted in this agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter appropriate for collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of the right and opportunity are set forth in the Agreement. Therefore, the Board and the Council, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any other matter, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement. All terms and conditions of employment not covered by this Agreement shall continue to be subject to the Board's direction and control.
- C. The Council shall, not later than March 30th of the final year of the contract, give the District its notice of intention to open negotiations for a successor agreement.

Signed this _____ day of _____, 2020.

Representing Mid-Valley Bargaining Council

STA Representative

Board/Chairperson

District Clerk

APPENDIX A

EXTRA DUTY COMPENSATION

Academic Coach: Outdoor Education: staff will receive \$75 for each day worked with students at camp, if outdoor school is a budgeted program in the School District budget. If outdoor school is not a fully budgeted program, there will be no compensation paid by the District for extra-duty compensation.

Homecoming Advisor will receive \$75.

May Day Advisor will receive \$50.

Other Provisions:

Junior/Senior concessions, bus chaperones, ticket sellers, crowd control, or other event duty shall be paid \$25 per event. A maximum of three hours will constitute an event. These events will not be assigned but teachers shall have first choice of taking assignments. Events lasting over three hours shall be paid \$10 per hour. Time served shall be paid in hourly increments, with fraction of hours rounded up to the next hour.

Teachers serving as supervisors of elementary concerts shall be paid \$25 per concert.

TEACHER LEADER POSITIONS

Special Education Classes with Special Education Endorsement \$3,000

Building Technology Leader \$2,000

Building Instructional Leader \$2,000

Building PBIS Leader \$2,000

Building AVID Leader \$2,000

Building Poverty Leader \$2,000

EXTRA DUTY ASSIGNMENTS

1. The Board reserves the right to placement of staff on the schedule when making assignments and, also, reserves the right to delete positions and activities.
2. For post season play, regional and state competitions, the following team sports will receive \$80 per week for each of the identified coaches.

TEAM SPORTS	HEAD COACH	ASSISTANT COACH
Football	1	2
Volleyball	1	1
Basketball	1	2
Baseball	1	1
Softball	1	1

For post season play in state competition, the following individual sports will receive \$80 per week for each of the identified coaches.

INDIVIDUAL SPORTS	HEAD COACH	ASSISTANT COACH
Cross Country	1	1
Wrestling	1	1
Track	1	1

EXTRA DUTY SALARY SCHEDULE

Assignments	HS	Elementary	Assignments	HS	Elementary
Head Teacher	A	B	Athletic Director	A	C
Head Football	A	D	Assistant Football	C	D
Head Volleyball	A	D	Assistant Volleyball	C	D
Head Basketball	A	D	Assistant Basketball	C	D
Head Baseball	A	D	Assistant Baseball	C	F
Head Wrestling	A	E	Assistant Wrestling	C	
Head Track	A	D	Assistant Track	C	F
Head Softball	A	D	Assistant Softball	C	F
Cross Country	C		Forensics	D	
Instrumental Music	E	G	FBLA	D	
FFA	B		Vocal Music	G	G
Rally Supervisor (per season)	E	G	Drama, Per Play	F	G
Yearbook	F		Photography	F	
Technology Coordinator	B	B	Student Activities	F	F
			Academic Coach (District approved programs that include 12-15 students led by an advisor)	F	F
			Pep Band (per season)	G	

INDEX

	A	B	C	D	E	F	G
1	9.50%	7.20%	5.60%	4.30%	3.30%	2.50%	2.00%
2	9.90%	7.40%	5.80%	4.50%	3.40%	2.60%	2.10%
3	10.30%	7.60%	6.00%	4.70%	3.50%	2.70%	2.20%
4	10.70%	7.90%	6.20%	4.90%	3.60%	2.80%	2.30%
5	11.10%	8.20%	6.40%	5.10%	3.70%	2.90%	2.40%

Steps 1 through 3 are based on BA Step 1 and steps 4 and 5 are based on MA step 1.

APPENDIX B

SHERIDAN SCHOOL DISTRICT 48J

INDEX

Step	BA	BA+ 24	BA + 45	BA+ 60/MA	BA + 84/ MA + 24	MA + 45
1	1.000	1.040	1.082	1.125	1.170	1.217
2	1.030	1.071	1.114	1.159	1.205	1.254
3	1.061	1.103	1.148	1.194	1.241	1.291
4	1.093	1.136	1.182	1.229	1.278	1.330
5	1.126	1.171	1.218	1.266	1.317	1.370
6	1.159	1.206	1.254	1.304	1.356	1.411
7	1.194	1.242	1.292	1.343	1.397	1.453
8	1.230	1.279	1.331	1.384	1.439	1.497
9	1.267	1.317	1.371	1.425	1.482	1.542
10	1.305	1.357	1.412	1.468	1.527	1.588
11	1.344	1.398	1.454	1.512	1.572	1.636
12	1.384	1.440	1.498	1.557	1.620	1.685
13	1.442	1.483	1.543	1.604	1.668	1.735
14		1.527	1.589	1.652	1.718	1.787
15		1.589	1.637	1.702	1.770	1.841
16			1.686	1.753	1.823	1.896
17			1.752	1.821	1.894	1.969

Any member of the bargaining unit that receives National Board Certification shall receive an additional \$1,500.00 in salary each year.

A 1.6% longevity payment is included in the last step of each column on the index.

All staff who were at the last step of columns BA +45, BA +60/MA, BA +85/MA + 24 and MA +45 during the 2018-2019 school year will continue to receive a \$500 longevity payment for the 2019-2020 school year.

APPENDIX C

SHERIDAN SCHOOL DISTRICT 48J

2019-20 Salary Schedule

3% Index 2.6 Increase Over 2018-2019

Step	BA	BA+ 24	BA + 45	BA+ 60/MA	BA +84/MA24	MA + 45
1	\$ 39,949	\$ 41,547	\$ 43,225	\$ 44,943	\$ 46,741	\$ 48,618
2	\$ 41,148	\$ 42,794	\$ 44,522	\$ 46,291	\$ 48,143	\$ 50,077
3	\$ 42,382	\$ 44,078	\$ 45,858	\$ 47,680	\$ 49,587	\$ 51,579
4	\$ 43,654	\$ 45,400	\$ 47,233	\$ 49,111	\$ 51,075	\$ 53,127
				\$ 49,793		
5	\$ 44,963	\$ 46,762	\$ 48,650	\$ 50,584	\$ 52,607	\$ 54,720
		\$ 47,203		\$ 51,068		
6	\$ 46,312	\$ 48,165	\$ 50,110	\$ 52,101	\$ 54,185	\$ 56,362
		\$ 48,395		\$ 52,342		\$ 56,618
7	\$ 47,702	\$ 49,610	\$ 51,613	\$ 53,664	\$ 55,811	\$ 58,053
				\$ 54,974		
8	\$ 49,133	\$ 51,098	\$ 53,162	\$ 55,274	\$ 57,485	\$ 59,794
	\$ 49,553			\$ 56,372		\$ 60,936
9	\$ 50,607	\$ 52,631	\$ 54,756	\$ 56,932	\$ 59,210	\$ 61,588
				\$ 57,769		
10	\$ 52,125	\$ 54,210	\$ 56,399	\$ 58,640	\$ 60,986	\$ 63,436
				\$ 59,208		
11	\$ 53,689	\$ 55,836	\$ 58,091	\$ 60,400	\$ 62,816	\$ 65,339
				\$ 60,689		
12	\$ 55,299	\$ 57,511	\$ 59,834	\$ 62,212	\$ 64,700	\$ 67,299
13	\$ 57,597	\$ 59,237	\$ 61,629	\$ 64,078	\$ 66,641	\$ 69,318
14		\$ 61,014	\$ 63,478	\$ 66,000	\$ 68,640	\$ 71,398
				\$ 66,979		
15		\$ 63,483	\$ 65,382	\$ 67,980	\$ 70,699	\$ 73,539
16			\$ 67,343	\$ 70,020	\$ 72,820	\$ 75,746
			\$ 67,679	\$ 70,392	\$ 73,189	
17			\$ 70,003	\$ 72,759	\$ 75,644	\$ 78,657

Any member of the bargaining unit that receives National Board Certification shall receive an additional \$1,500.00 in salary each year.

EXTRA Duty Schedule

	A	B	C	D	E	F	G
BA Step 1	1 3795	2876	2237	1718	1318	999	799
BA Step 1	2 3955	2956	2317	1798	1358	1039	839
BA Step 1	3 4115	3036	2397	1878	1398	1079	879
MA Step 1	4 4809	3550	2786	2202	1618	1258	1034
MA Step 1	5 4989	3685	2876	2292	1663	1303	1079

APPENDIX D

SHERIDAN SCHOOL DISTRICT 48J

2020-2021 Salary Schedule

3% Increase Over 2019-2020

Step	BA	BA + 24	BA + 45	BA + 60/MA	BA + 84/ MA + 24	MA + 45
1	41147	42793	44521	46290	48142	50076
2	42381	44077	45857	47679	49586	51578
3	43653	45399	47232	49109	51074	53126
4	44962	46761	48649	50583	52606	54719
5	46311	48164	50109	52100	54184	56361
6	47701	49609	51612	53663	55810	58052
7	49132	51097	53160	55273	57484	59793
8	50606	52630	54755	56931	59209	61587
9	52124	54209	56398	58639	60985	63435
10	53688	55835	58090	60398	62814	65338
11	55298	57510	59833	62210	64699	67298
12	56957	59235	61628	64077	66640	69317
13	59324	61012	63476	65999	68639	71396
14		62843	65381	67979	70698	73538
15		65386	67342	70018	72819	75744
16			69362	72119	75004	78017
17			72102	74941	77912	81015

Any member of the bargaining unit that receives National Board Certification shall receive an additional \$1,500.00 in salary each year.

EXTRA DUTY SCHEDULE

	A	B	C	D	E	F	G
BA Step 1	3909	2963	2304	1769	1358	1029	823
BA Step 1	4074	3045	2387	1852	1399	1070	864
BA Step 1	4238	3127	2469	1934	1440	1111	905
MA Step 1	4953	3657	2870	2268	1666	1296	1065
MA Step 1	5138	3796	2963	2361	1713	1342	1111