

Agenda

1. Call Meeting to Order
2. Pledge of Allegiance
3. Early Items
 - 3.a. Celebrate Student Success - Wildland Firefighting Class
 - 3.b. Student Rep Report - Lucas Vanderlip (current), Sahara Sankoh (incoming)
 - 3.c. BHHS College and Career Fair Presentation
4. Citizen Input
 - Information on Public Input policies is available at www.brookings.k12.or.us/board/. Written comments must be received at least 24 hours in advance of the meeting date and time. Interested members of the public who wish to speak at the meeting during the public comment time, can RSVP online up until noon on the day of the meeting. For in-person meetings, all are welcome to come to the meeting and fill out a "blue card" signifying that they would like to give public comment and give it to the Board Chair at the start of the meeting with no prior reservation or notification needed.
5. Consent Agenda
 - 5.a. Approve Minutes
 - DRAFT Minutes Budget Committee Work Session, April 15, 2025
 - DRAFT Minutes Regular Board Meeting, April 15, 2025
 - DRAFT Minutes School Board Work Session, April 15, 2025
 - 5.b. Approve Bills
 - 5.c. Approve New Hires
 - 5.d. Approve Extra Duty Contracts
 - N/A
 - 5.e. Acceptance of Grants and Donations
6. District Reports and Information
 - 6.a. Comments from the Superintendent
 - Proposed Curriculum Adoption for Middle School Health - Live Well Middle School Health (2021) Human Kinetics Inc.
 - Proposed Curriculum Adoption for High School Health - Live Well Comprehensive High School Health (2024) Human Kinetics Inc.
 - Administrative Rules (AR) Updates
 - GCBDC/GDBDC-AR – Request for Domestic Violence, Harassment, Sexual Assault, Bias, or Stalking Leave, Highly Recommended
 - JFE-AR – Individualized Plan for Pregnant and/or Parenting Students, Optional
 - JHCD-AR - Medications**/*, Required, New
 - JHCD/JHCDA-AR - Medications**/*, Delete
 - 6.b. District Reports

- 6.c. Finance Reports
- 6.d. Enrollment Summary
- 7. Action Items
 - 7.a. Approve First Read of Policy Revisions and Adoptions
 - AC – Nondiscrimination and Civil Rights, Required
 - GBNAA/JHFF - Suspected Sexual Conduct with Students and Reporting Requirements *, Required
 - GCAA - Standards for Competent and Ethical Performance of Oregon Educators, Optional
 - GCBDA/GDBDA – Family and Medical Leave *, Highly Recommended
 - GCBDC/GDBDC – Domestic Violence, Harassment, Sexual Assault, Bias, or Stalking Leave (Safe Leave) *, Highly Recommended
 - GCBDF/GDBDF – Paid Family and Medical Leave Insurance *, Highly Recommended
 - IKF - Graduation Requirements**, Required
 - IKFB - Graduation Exercises, Optional
 - IKJ – Artificial Intelligence, Optional, New
 - JECA - Admission of Resident Students**, Highly Recommended
 - JHCD - Medications**/*, Required, New
 - JHCD/JHCDA - Medications**/*, Delete
 - JHFF/GBNAA - Suspected Sexual Conduct with Students and Reporting Requirements *, Required
 - 7.b. Approve Resolution Declaring Budget Shortfall
- 8. Board Functions and Comments
- 9. Key Dates and Calendar Updates
 - Possible Second Budget Committee Meeting, 5:30 p.m. Tuesday, May 27, 2025, Kalmiopsis Elementary Room 51.
 - Class of 2025 Graduation, 2 to 5 p.m. Saturday, May 31, 2025, Lundeen Field, Azalea Park
 - End of Year Staff Celebration, 1:30 p.m. Thursday, June 5, 2025, BHHS Cafeteria
 - Regular Board Meeting and Work Session, 5:30 p.m. Wednesday, June 18, 2025 Kalmiopsis Elementary Room 51.
- 10. Adjournment

NEW CLASSES

Sign up!



Wildland Firefighting Course High Schools - Winter 2024

This coming Winter, Local High Schools, in partnership with Coos Forest Protective Association, will be hosting a Wildland Firefighting Course.

This course will include the following classes:

- ICS-100: Introduction to ICS
- L-180: Human Factors in the Wildland Fire Service
- S-130: Firefighter Training
- S-190: Introduction to Wildland Fire Behavior
- IS-700: NIMS, an Introduction

Along with classes shown, there will also be hands-on activities and simulations.

Upon completion of this course, you will be nationally certified as a **Wildland Firefighter Type 2**. Ask your school counselor about college credit opportunities for this course.



Russell Simmons, Assistant Unit Forester with CFPA, will be the facilitator and primary contact for this course. If you are interested or have any questions, please contact Russell.

Email: Russell.A.Simmons@odf.oregon.gov

Phone: 541-267-3161



**Wildland
Firefighting
Class with
Mrs.
Kleespies**





CURRY TRANSFER
& RECYCLING

The logo for Curry Transfer & Recycling (CTR) features the letters 'CTR' in a stylized, bold font. The 'C' is green, the 'T' is blue, and the 'R' is green. Below the letters is a circular graphic composed of green and blue curved lines, suggesting a recycling symbol or a globe.

















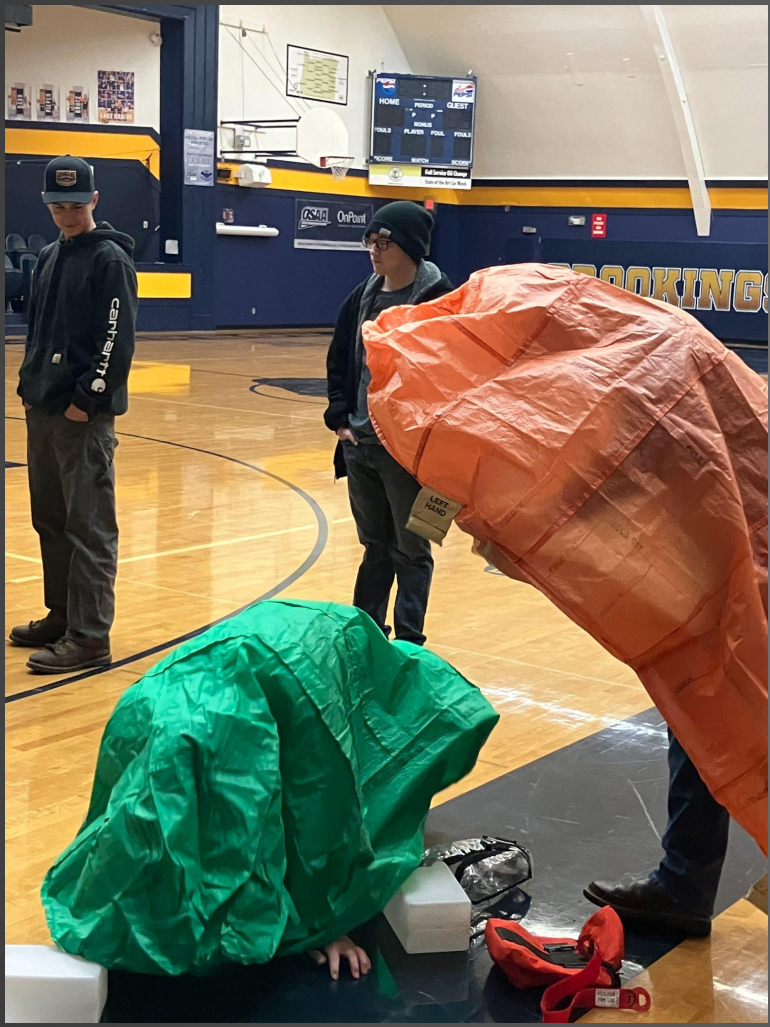














College and Career Fair

2025

Brookings-Harbor High School College and Career Fair
April 23rd, 2025 9AM-1:30PM
625 Pioneer Road, Brookings, OR 97415
(541) 469-2108

Elizabeth McMullin
(541) 435-8504
Recruit Hippo/Aspire
recruithippo@brookings.k12.or.us

Tristin Harkins
(541) 469-2108
Principal
tristinh@brookings.k12.or.us

Organization: _____

Business___ College___ Military___ Non-Profit___

Contact Name: _____

Title:_____ Phone number_____

Email:_____

Number in your group attending:_____

Number of needed: Tables___ Chairs___ Electrical outlet: Y N

Will you have materials to distribute?_____.

Do you have Summer jobs for teens?_____.

Apprenticeships available for teens?_____.

Instructions: Colleges, Businesses, and Military may park in the back parking lot as well as street parking. Check-in for Businesses, Colleges and Military will take place in the Gymnasium from 7:45-8:30 AM. Students will begin coming through at 9AM. Military will be located in the Gibney Center to accommodate any equipment. Law enforcement and Military are encouraged to bring equipment. If bringing equipment, please use Oak Street which will lead you almost directly into a gate that will take you to the Gibney Center and equipment parking. Gate will be marked for your convenience. WE LOOK FORWARD TO PROVIDING YOUR LUNCH, we appreciate your participation and we appreciate you!

Vendor List:

1. Bushnell University
2. Rogue Community College
3. Southwestern Oregon Community College
4. Southwestern Oregon Community College
5. Western Oregon University
6. Oregon Institute of Technology
7. Pacific Northwest Ironworkers
8. Universal Technical Institute
9. Pelican Bay State Prison
10. International Union of Operating Engineers
11. Curry Health Network
12. Tolowa Di-Nation
13. Cal-Ore Life Flight/Paramedics
14. US Forest Service
15. Coplin Electric
16. Gold Beach Lumber
17. Beacon Broadband
18. Coos-Curry Electric
19. Coos-Curry Electric
20. Brookings Fire Department
21. South Coast Lumber
22. Curry Chamber of Commerce
23. RE/MAX Real Estate
24. Curry County Juvenile Department
25. Curry County Juvenile Department
26. Harbor Fire Department
27. Adapt
28. Star of Hope
29. South Coast Aquatic
30. Curry County Aquatic

31. Curry County
 32. New Hope Plumbing
 33. Brookings Police Department
 34. Fred Meyer
 35. South Coast Head Start
 36. Bi-Mart
 37. AYA- Alternative Youth Activities
 38. Oregon Department of Human Services
 39. Curry Circuit Court
 40. Curry County Sheriff
 41. ESS
 42. Brookings-Harbor School District
 43. Town and County Animal Clinic
 44. St. George Reef Lighthouse Society
 45. Humboldt Area Foundation
 46. Curry Transfer & Recycling
 47. Oregon Department of Transportation
 48. College of the Redwoods
 49. TRiO
 50. Northwest Beauty College
 51. Wolf Creek Job Corps
 52. Bi-Coastal Media
 53. Harbor Tattoo
 54. Local 290
 55. Crook Point
 56. Coos Forest Protection
Gibney Center
1. Oregon Army National Guard
 2. US Marine Corps
 3. US Navy
 4. US Air Force
 5. US Coast Guard



College and Career Fair Schedule

April 23rd, 2025

TIME	MINUTES	Class
9:00-9:45	45	Seniors
9:45-10:30	45	Juniors
10:30-11:10	40	Sophomores
11:15-11:45	30	Lunch
11:50-12:30	40	Freshman
12:30-1:15	45	Open to All Grade Levels















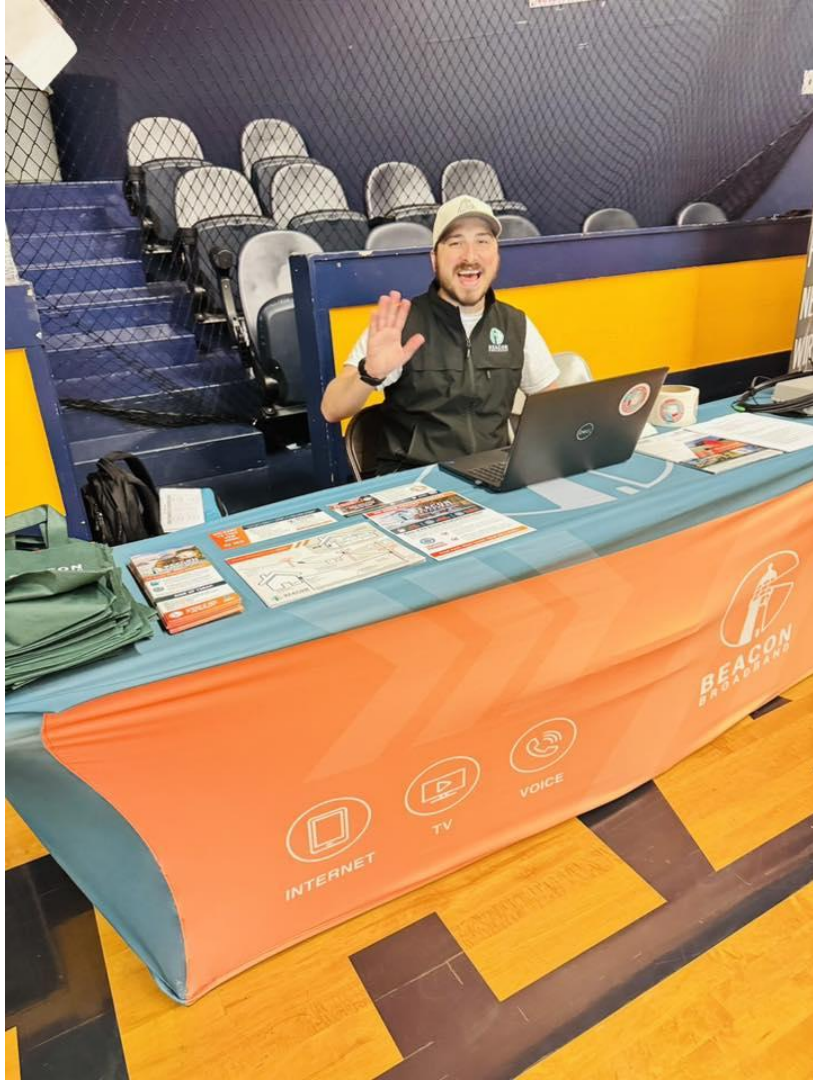


















 Career Fair Student Reflection Questionnaire

Name: _____
Date: _____ Grade: _____

Instructions:

As you visit each booth, ask the representative how important the following qualities are in their workplace. After the conversation, rate how important you believe each quality is based on what you learned. Try to visit at least 3 booths (you may complete up to 5). Use this scale:

1 – Not Important 2 – Slightly Important 3 – Neutral 4 – Important 5 – Very Important

Booth #1: _____

1. Showing up on time and attending work regularly: ____
2. Being a trustworthy employee: ____
3. Following directions and listening to supervisors: ____
4. Being respectful and using appropriate language: ____
5. Staying focused and avoiding horseplay: ____

Booth #2: _____

1. Showing up on time and attending work regularly: ____
2. Being a trustworthy employee: ____
3. Following directions and listening to supervisors: ____
4. Being respectful and using appropriate language: ____
5. Staying focused and avoiding horseplay: ____

Booth #3: _____

1. Showing up on time and attending work regularly: ____
2. Being a trustworthy employee: ____
3. Following directions and listening to supervisors: ____
4. Being respectful and using appropriate language: ____
5. Staying focused and avoiding horseplay: ____

My Questions:

My own question:

Employer's response:

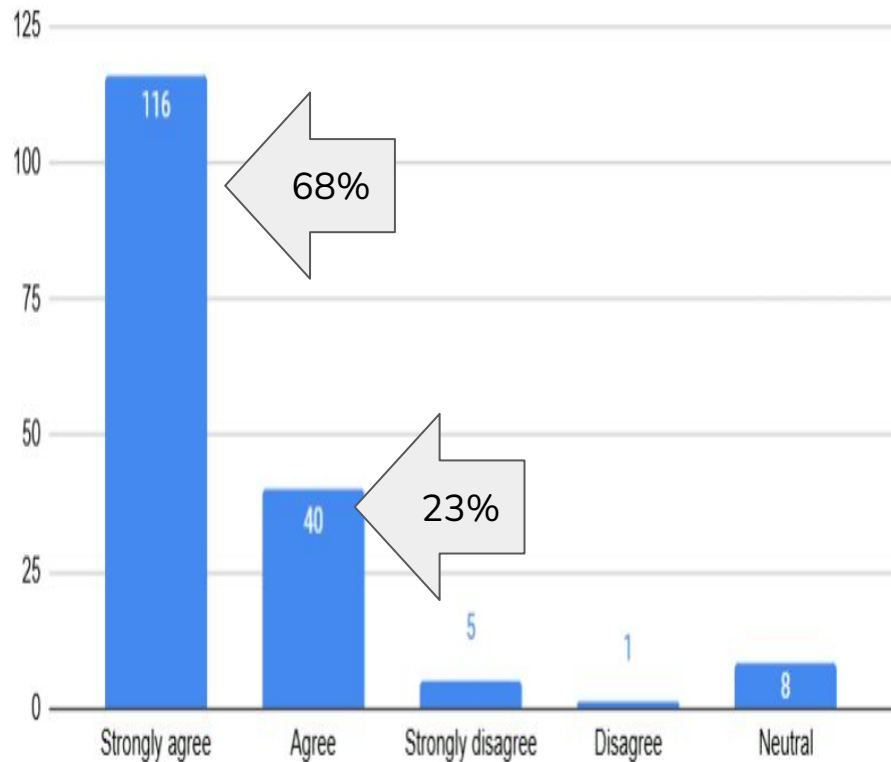
My own question:

Employer's response:

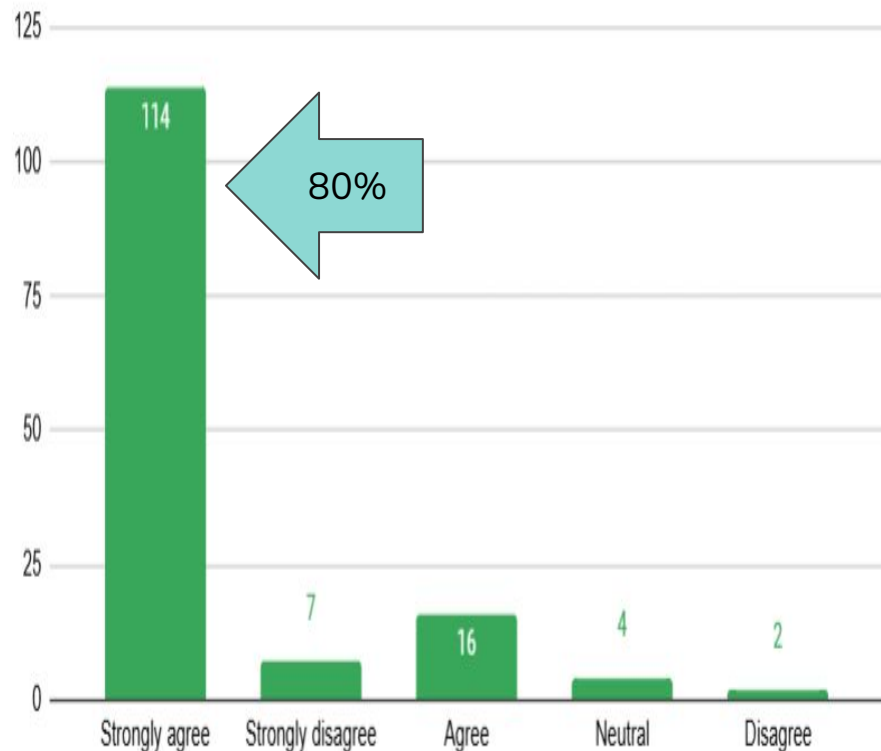
 **Final Reflection:**

Which quality did you hear about the most today, and why do you think it matters to employers?

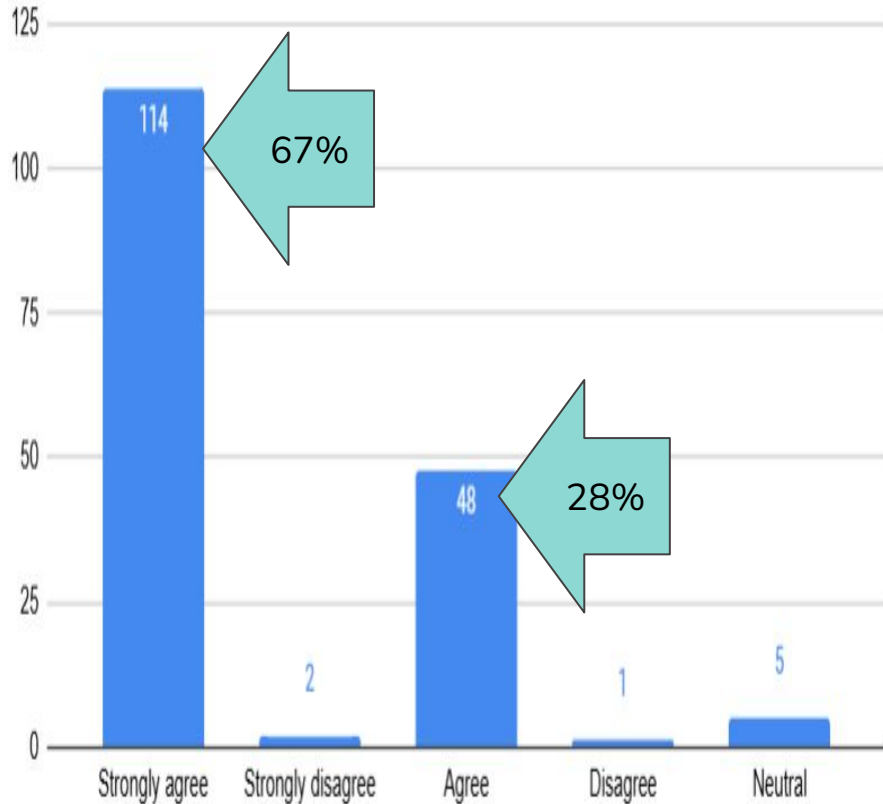
I believe showing up on time and attending work regularly is important for being successful in a job.



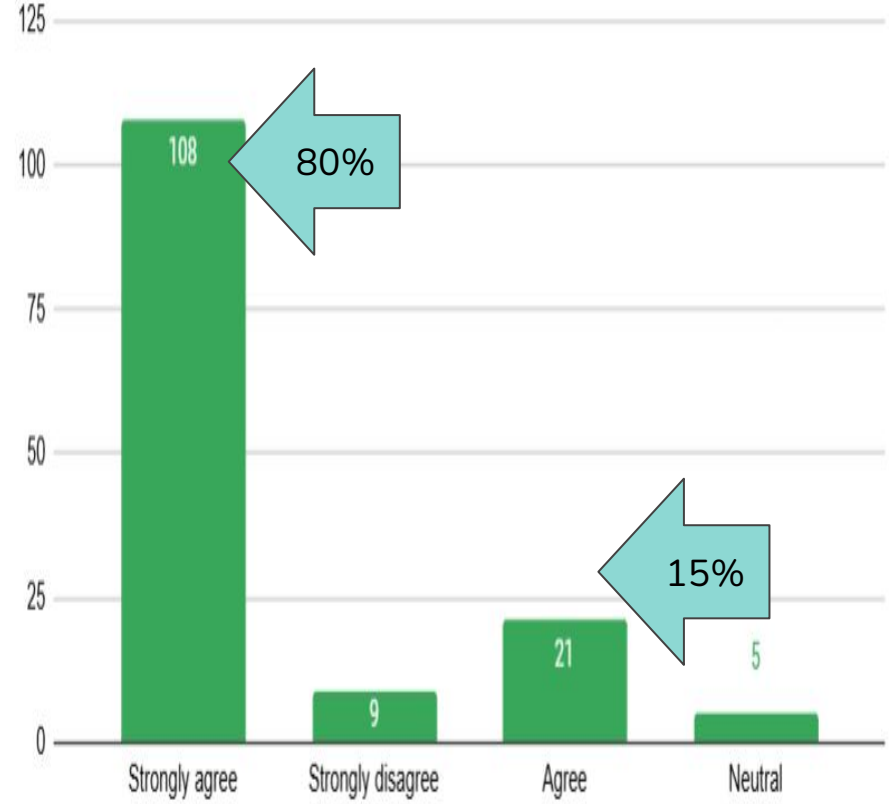
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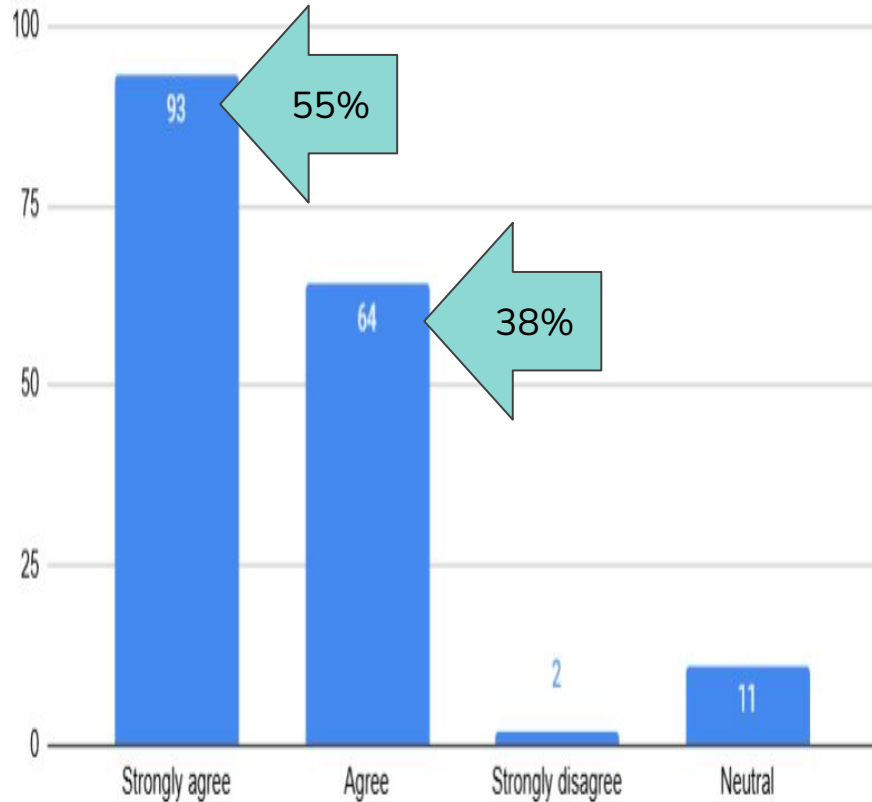
I believe being trustworthy is one of the most important qualities of a good employee.



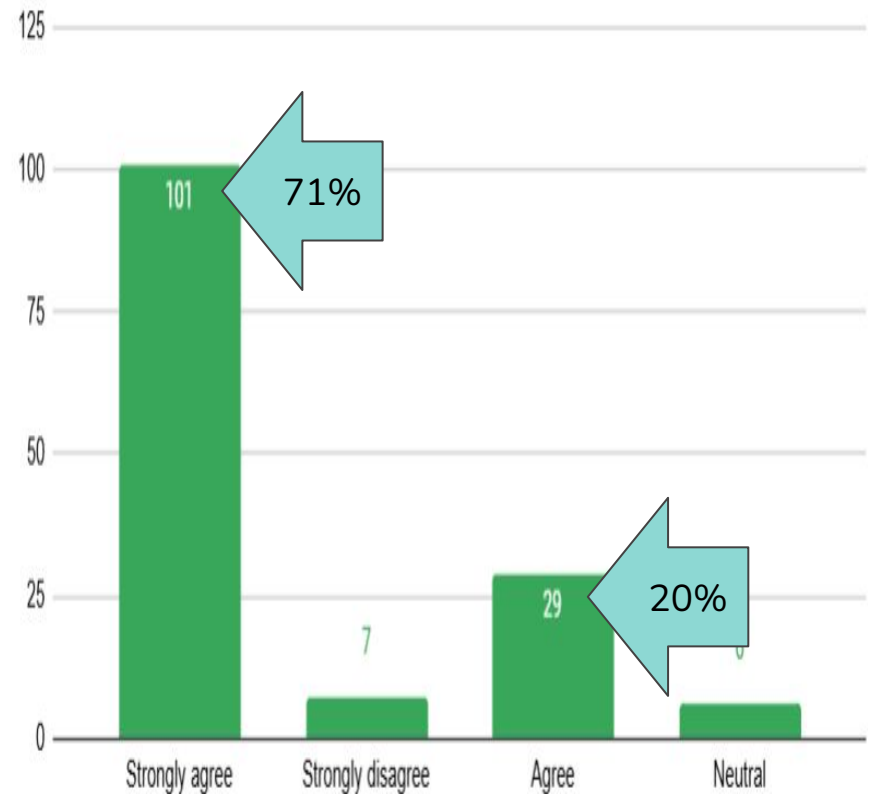
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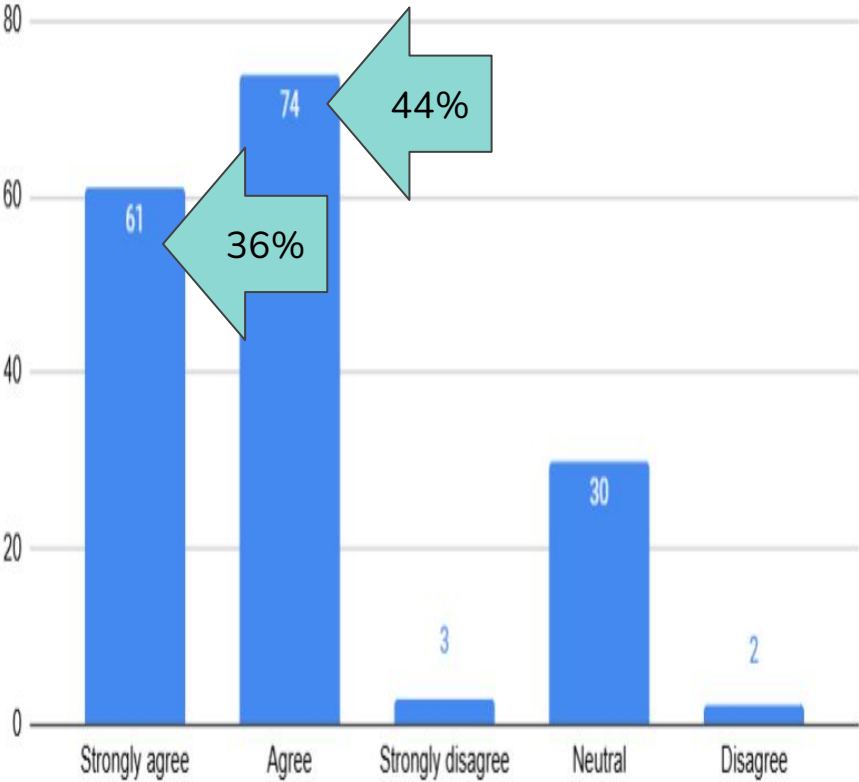
I believe it's important to follow directions and listen to supervisors at work.



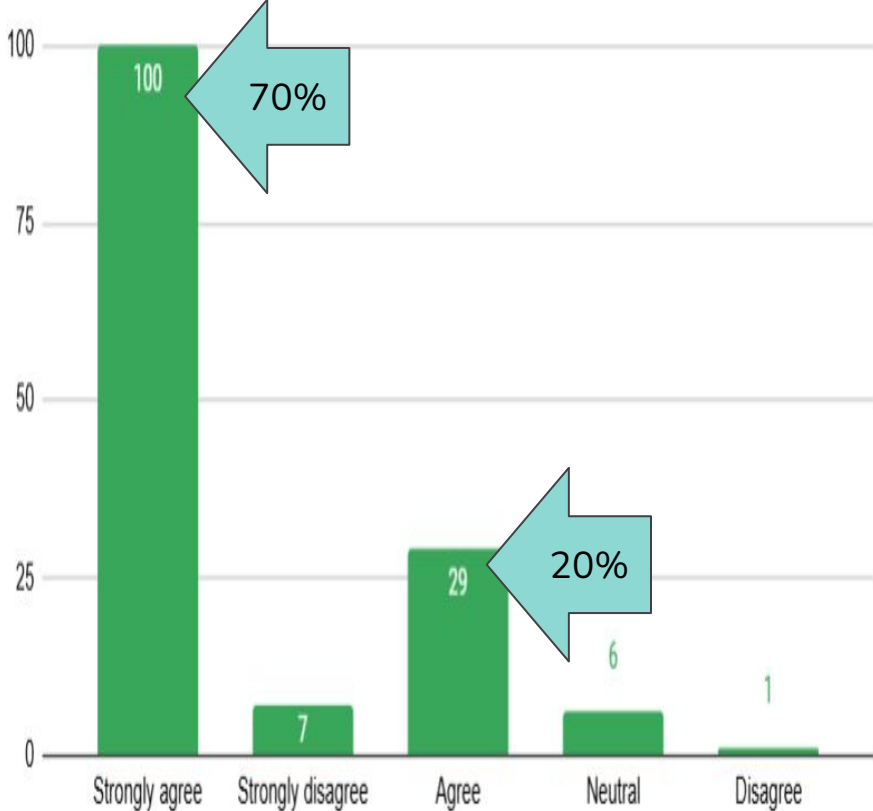
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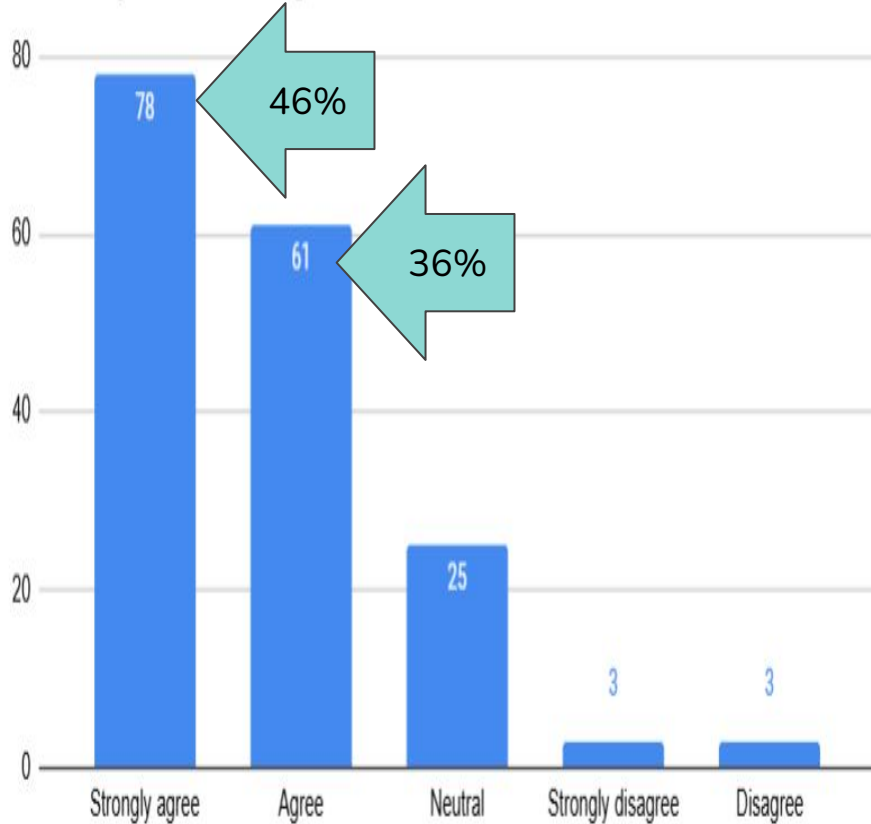
I believe showing respect and using appropriate language matters in any workplace.



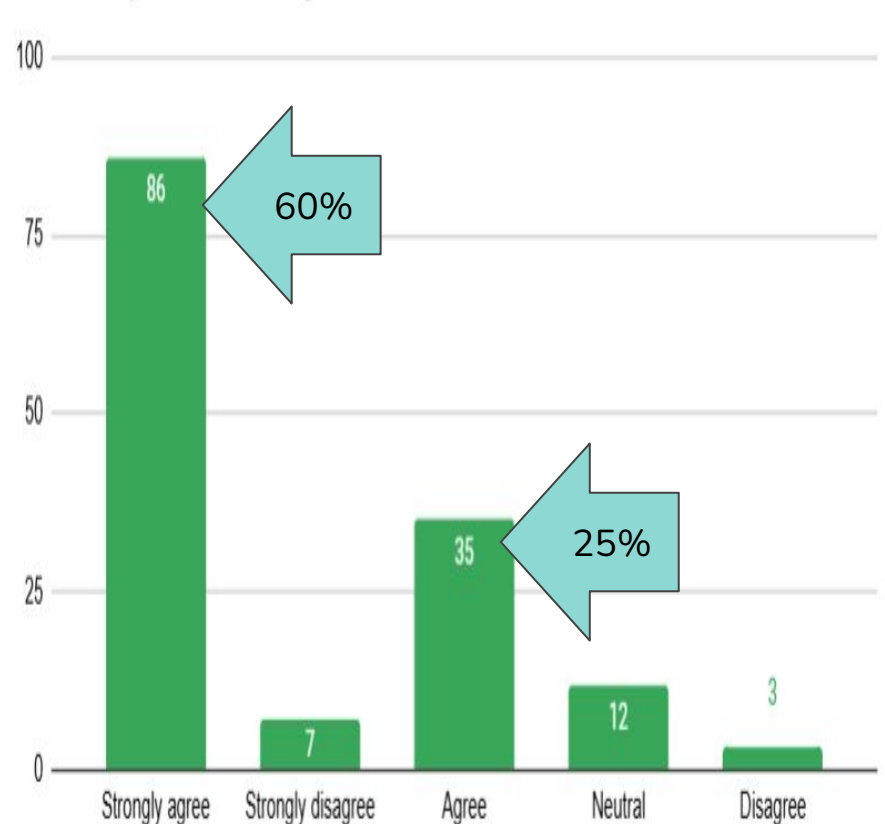
I believe showing respect and using appropriate language matters in any workplace.



I believe staying focused and avoiding horseplay or distractions is necessary while working.



I believe staying focused and avoiding horseplay or distractions is necessary while working.



Next Year

Continue to expand and bring in more vendors/organizations

Some couldn't make it due to funding cuts/work emergencies

Continue the participant lunch

Coordinate making it a regional event

Port Orford

Gold Beach

Brookings-Harbor Christian School

DRAFT Minutes Budget Committee Meeting Brookings-Harbor School Board/Budget Committee

April 16, 2025, Kalmiopsis Elementary Room 51, 650 Easy St., Brookings, OR.

Meeting video available at: [BHSD YouTube](https://www.youtube.com/watch?v=QKsYskYYxj4)
(<https://www.youtube.com/watch?v=QKsYskYYxj4>)

In attendance:

Jay Trost, Board Chair
Trish Walker, Board Vice Chair
Janece Payne, Board Member
Alan Nidiffer, Board Member
Nathan Hanscam, Budget Committee Member
Sonya Billington, Budget Committee Member
Dede Corpening, Director of Fiscal Services/Business Manager
Helena Chirinian, Superintendent
Nancy Raskauskas-Coons, Admin Asst to Board

Absent:

Katherine Johnson, Board Member
DeAnne Varitek, Budget Committee Member
Dona Dotson, Budget Committee Member
Kelsey Bozeman, Budget Committee Member

Meeting called to order at 5:00 p.m. by Jay Trost.

Pledge of Allegiance Observed.

Budget Development Work Session:

Dede Corpening, Director of Fiscal Services, led a training and orientation session for the Budget Committee. The presentation covered the following key topics:

- **Definition and Purpose of a School Budget:**
The district's budget serves as a written financial plan for one fiscal year and forms the basis for appropriation and spending authority.
- **Overview of Oregon Local Budget Law:**
Emphasized estimating resources in "good faith" using available data and outlined the importance of transparency and fiscal accountability.

- **Role and Responsibilities of the Budget Committee:**

Committee members receive the proposed budget and superintendent's budget message, ask clarifying questions, hear public input, approve the budget, and establish the proposed tax rate.

Notably, the committee **does not** set salaries, adopt policies, change staffing levels, or adopt the final budget—that authority resides with the school board.

- **Budget Structure and Account Codes:**

Explained how fund, object, and function codes are used to organize budget categories (e.g., salaries, supplies, instruction, facilities).

- **Revenue Categories:**

Reviewed classifications of local, intermediate, state, federal, and other funding sources.

- **Budget Process Phases:**

1. **Propose** – Development by staff based on prior and current year data.
2. **Approve** – Review and approval by the Budget Committee.
3. **Adopt** – Final adoption by the School Board before July 1.
4. **Adjustments** – Any budget modifications after adoption are managed by the School Board.

Committee members were encouraged to review provided resources including the Oregon Local Budgeting Manual and the Program Budgeting and Accounting Manual (PBAM).

The group confirmed that the next meeting will be at 5:30 p.m. Tuesday, May 20, at Kalmiopsis Elementary Room 51.

Meeting adjourned at 5:24 p.m.

DRAFT Minutes Regular Board Meeting Brookings-Harbor School Board

April 16, 2025, Kalmiopsis Elementary Room 51, 650 Easy St., Brookings, OR.

Meeting video available at: [BHSD YouTube](https://www.youtube.com/watch?v=vbiW2rJuSho)
(<https://www.youtube.com/watch?v=vbiW2rJuSho>)

In attendance:

Jay Trost, Board Chair
Trish Walker, Board Vice Chair
Janece Payne, Board Member
Alan Nidiffer, Board Member
Helena Chirinian, Superintendent
Nancy Raskauskas-Coons, Admin Asst to Board

Absent:

Katherine Johnson, Board Member

Meeting called to order at 5:31 p.m. by Jay Trost.

Pledge of Allegiance Observed.

Celebrate Student Success – Lexi and Leila Newman (Wrestling)

The board began the meeting by recognizing the accomplishments of high school junior Lexi Newman and her younger sister, Leila Newman, a seventh grader. Lexi shared that she competed in two major wrestling tournaments this season, winning first place and being named “Outstanding Wrestler” in the lightweight division at both. After recovering from an early-season ankle injury that kept her on crutches for three weeks, she returned in time to qualify for districts, where she placed fourth. Lexi went on to take third place at the OSAA State Championships and also earned first place in Women’s Freestyle and Greco-Roman at the Oregon Freestyle State tournament. Although no competitors entered her Greco bracket, she secured five matches in the freestyle category. She’s currently in contact with several college recruiters from both in-state and out-of-state institutions and is keeping her options open for her senior year.

Leila Newman also competed in an impressive array of events, placing second at districts, third at state, and sixth at Nationals, where she earned All-American status. She continues to participate in club wrestling events and recently placed second at the state freestyle tournament. Leila expressed her interest in continuing wrestling through college, although she hasn’t yet made specific plans.

Both sisters spoke about the importance of commitment to the sport, especially as female athletes in a male-dominated environment. Lexi emphasized the need to seek training opportunities even if it means traveling to other communities. She highlighted the importance of conditioning, academic success, and surrounding oneself with a supportive team.

Board members and Superintendent Chirinian expressed admiration and gratitude for the sisters' commitment and representation of the district.

Student Representative Report – Lucas Vanderlip

Student Representative Lucas Vanderlip reported on a wide variety of student activities. He praised the BHHS band and choir for strong recent performances, noting that both groups qualified for state competitions. Lucas highlighted the exceptional achievements of student musician Lilly Poston, who received two musician excellence awards and placed first among 12 vocalists at a recent competition.

He shared that the golf team, while young, is improving steadily and has been competitive throughout the season. Lucas and another senior are mentoring the younger players, who have embraced the sport with enthusiasm. He noted the team's upcoming matches at Salmon Run and Running Y.

In track and field, Lucas assisted at the recent Rotary meet, which was praised by competitors for the district's high-quality facilities. The team continues to compete and improve.

Lucas also reported on the "Senior to Senior" tech literacy project led by the BHHS leadership class in partnership with Beacon Broadband. The initiative connects students with local senior citizens to provide assistance with basic technology skills. Lucas recounted his interaction with a 94-year-old woman recovering from a stroke who impressed him with her digital knowledge.

Looking ahead, he mentioned that Prom was ten days away and would be held at Salmon Run. He also shared details from the recent NHS induction and the junior-senior banquet and scavenger hunt, which his team won. He closed his report by reflecting on the positive culture of involvement and school spirit.

Citizen Comment

None

Consent Agenda

Janece Payne moved to accept the items listed in the Consent Agenda. Trish Walker seconded the motion. Discussion: None. Vote called:

JP: Aye

AN: Yes

TW: Aye

JT: Aye

Consent agenda approved 4-0.

Superintendent's Comments – Helena Chirinian

Superintendent Helena Chirinian began her report by commenting on the successful NHS induction ceremony, applauding the students' leadership and organization. She provided updates on the district's summer school plans, confirming that credit recovery for high school students and Kindergarten Academy (funded by Title I) are scheduled. Additionally, ESY (Extended School Year) for students with disabilities will be held. She expressed her hope for a broader summer program that includes engaging, hands-on experiences, depending on the availability and restrictions of state-provided funding.

Helena then spoke about the Integrated Guidance Planning (IGP) application and budget, which was prepared with input from the District Leadership Team and included as an action item for board approval. The proposed plan supports student engagement through enrichment programs like music, PE, and art—areas repeatedly prioritized by the community. She noted that the current budget is based on 2023–24 enrollment figures, which are higher than current numbers, meaning the district anticipates a funding reduction. To prepare, placeholder items like cameras and fencing have been included in the budget to allow for cuts in materials rather than staffing.

Finally, she addressed broader budget planning challenges. The district is working creatively to avoid layoffs by using resignations and reassignments. A budget resolution will be presented at the May board meeting to define the district's projected shortfall, which remains approximately \$1.2 million. Current enrollment is reported at 1,231 students.

Action Item

Approve ODE Integrated Guidance Planning Application

Alan Nidiffer moved to approve the district's 2025-27 Intergrated Planning Application to the Oregon Department of Education. Janece Payne seconded the motion. Discussion: None. Vote called:

JP: Aye

AN: Aye

TW: Aye

JT: Aye

The application was approved 4-0.

Board Functions and Comments

Discussion – Attendance Reward Celebrations: Board Member Janece Payne raised concerns about a report from Kalmiopsis Elementary indicating that an end-of-year attendance party would be held only for students with 93% or higher attendance. She expressed discomfort with the exclusionary nature of such an event, particularly for elementary-aged students who often lack control over whether they attend school. She described this as punitive and potentially inequitable.

Superintendent Chirinian responded by clarifying that even under a 93% attendance benchmark, students could miss up to 12–13 days per year and still qualify. She emphasized

the importance of regular attendance and noted that the celebration is designed to encourage that habit.

Board Chair Jay Trost offered a broader perspective, urging the board and school leaders to be intentional about celebrating positive behaviors and achievements. He argued that the district needs to shift from reactive recognition of problems to proactive reinforcement of success. Jay emphasized the value of rewarding the character and effort behind achievement, rather than the outcome itself. He asserted that celebrating such traits creates a culture where more students are inspired to reach similar goals.

Janece maintained that attendance incentives might be appropriate at the secondary level, but in elementary schools, where children are dependent on adults, such celebrations could create unintended divisions. The discussion concluded with acknowledgement of both viewpoints and a shared desire to promote fairness while encouraging strong attendance.

Key Dates

The board agreed to move its May Regular School Board Meeting and Work Session to an earlier start time to accommodate student celebrations on that date such as the District Track Meet and Concert in the Park for all School Bands K-12. The May meeting will start at 2 p.m. Wednesday, May 21, 2025, in the Kalmiopsis Elementary Room 51, 650 Easy St., Brookings, OR 97415. The work session will follow immediately after.

Meeting adjourned at 6:03 p.m.

DRAFT Minutes Work Session Brookings-Harbor School Board

April 16, 2025, Kalmiopsis Elementary Room 51, 650 Easy St., Brookings, OR.

Meeting video available at: [BHSD YouTube](https://www.youtube.com/watch?v=bJJV3GKtzEc)
(<https://www.youtube.com/watch?v=bJJV3GKtzEc>)

In attendance:

Jay Trost, Board Chair
Trish Walker, Board Vice Chair
Janece Payne, Board Member
Alan Nidiffer, Board Member
Helena Chirinian, Superintendent
Nancy Raskauskas-Coons, Admin Asst to Board

Absent:

Katherine Johnson, Board Member

Meeting called to order at 6 p.m. by Jay Trost.

Policy Preview

Nancy Raskauskas-Coons provided a briefing on the upcoming batch of proposed policy and administrative regulation updates scheduled for a first read in May and second read in June 2025. She shared that the preview packet includes all recommended policy changes from the Oregon School Boards Association (OSBA) November and December 2024 updates.

The policies are currently under staff review by relevant department leads. For example, changes relating to payroll and leave procedures have been routed to HR and payroll administrators for vetting, while those concerning medication administration will be reviewed by school nursing staff.

Nancy emphasized that while the packet is extensive, the board now has a month to preview the material and submit questions ahead of the formal readings. She noted that some policies may not be brought forward, such as a proposed Paid Family and Medical Leave policy, which is unnecessary for BHSD due to the district's existing plan through American Fidelity.

Board discussion included an overview of a large set of new administrative rules concerning challenges to instructional and library materials. These would formalize the process for filing complaints and outline roles for librarians, administrators, and the board. The policies are modeled after existing complaint protocols and include standardized forms.

Conversation also touched on the proposed policy concerning artificial intelligence (AI). Some board members shared anecdotal uses of AI in both educational and personal contexts. There was general agreement that AI is becoming increasingly prevalent, and the board discussed whether a formal policy is necessary to guide responsible use by staff and students. Helena suggested the board give feedback on any policies they feel uncomfortable with during the first read, and the district will confirm with OSBA whether those policies are required or optional.

Future Work Session Topics

The board confirmed future work session topics:

- **May 2025** – Dress Code Policy
- **June 2025** – Charter School Policy

Recessed from Public Session to Executive Session at 6:23 p.m. 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 192.600(2)(i))

Adjourned Executive Session and Returned to Public Session at 6:32 p.m. No statements or actions taken.

Meeting adjourned at 6:32 p.m.

Brookings-Harbor School Dist. 17C

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 04/01/2025

To Date: 04/30/2025

Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
4IMPRINT						
		135683	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$156.34
		135683	GENERAL FUND	STAFF SERVICES	SUPPLIES	\$4,418.61
Total for 4IMPRINT						\$4,574.95
AMAZON						
		135685	GENERAL FUND	EDUCATIONAL MEDIA SERVICES	SUPPLIES	\$17.99
		135685	GENERAL FUND	GUIDANCE SERVICES	SUPPLIES	\$77.58
		135685	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$515.56
		135685	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$105.18
		135685	GENERAL FUND	STUDENTS WITH DISABILITIES	SUPPLIES	\$117.90
		135728	GENERAL FUND	EDUCATIONAL MEDIA SERVICES	SUPPLIES	\$16.22
		135728	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$162.21
		135728	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$1,013.91
		135728	GENERAL FUND	STAFF SERVICES	SUPPLIES	\$116.67
		135773	GENERAL FUND	ELEMENTARY	SUPPLIES	\$622.56
		135773	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$317.63
		135773	GENERAL FUND	LIFE SKILLS	SUPPLIES	\$265.64
		135773	GENERAL FUND	STAFF SERVICES	SUPPLIES	\$21.43
		135773	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$41.93
		135852	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$27.89
		135852	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$317.66
Total for AMAZON						\$3,757.96
AYA HEALTHCARE, INC.						
		135638	GENERAL FUND	OTHER STUDENT TREATMENT OT/PT	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$3,600.00
		135687	GENERAL FUND	OTHER STUDENT TREATMENT OT/PT	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$3,240.00

Brookings-Harbor School Dist. 17C

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 04/01/2025

To Date: 04/30/2025

Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		135774	GENERAL FUND	OTHER STUDENT TREATMENT OT/PT	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$7,200.00
				Total for AYA HEALTHCARE, INC.		\$14,040.00
BABICH TRUCKING, LLC		135775	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$1,046.65
BACKGROUND INVESTIGATION BUREAU, LLC		135639	GENERAL FUND	OFFICE OF THE SUPERINTENDENT	DUES AND FEES	\$110.00
BEAMAN, JESS		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
BEEMAN, EMALEE S		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
BELL, WADE L		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
BIO-MED TESTING SERVICES INC		135729	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$310.00
BLAKE, JOHN		135690	GENERAL FUND	HIGH SCHOOL PROGRAMS	TRAVEL	\$44.25
		135777	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	TRAVEL	\$29.50
		135854	GENERAL FUND	HIGH SCHOOL PROGRAMS	TRAVEL	\$14.75
				Total for BLAKE, JOHN		\$88.50
BLICK ART MATERIALS		135730	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$1,657.21
BLUE STAR GAS		135640	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	FUEL	\$1,103.94
		135691	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	FUEL	\$712.24
		135778	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	FUEL	\$1,211.89

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				Total for BLUE STAR GAS	\$3,028.07
BOYD, TAMMY K					
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
BRAIN POP LLC					
	135731	GENERAL FUND	ELEMENTARY	COMPUTER SOFTWARE	\$3,600.00
BULK BOOKSTORE					
	135692	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$616.70
BURNETT, DESIRI					
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
BURNETT, JADEN					
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CANON FINANCIAL SERVICES INC.					
	135643	GENERAL FUND	ELEMENTARY	RENTALS	\$15.62
	135732	GENERAL FUND	ELEMENTARY	RENTALS	\$1,101.82
	135732	GENERAL FUND	ELEMENTARY	REPAIR AND MAINTENANCE	\$519.36
	135732	GENERAL FUND	FISCAL SERVICES	RENTALS	\$132.22
	135732	GENERAL FUND	FISCAL SERVICES	REPAIR AND MAINTENANCE	\$69.27
	135732	GENERAL FUND	HIGH SCHOOL PROGRAMS	RENTALS	\$684.43
	135732	GENERAL FUND	HIGH SCHOOL PROGRAMS	REPAIR AND MAINTENANCE	\$200.50
	135732	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	RENTALS	\$568.78
	135732	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	REPAIR AND MAINTENANCE	\$202.72
	135732	GENERAL FUND	OFFICE OF THE PRINCIPAL	RENTALS	\$89.60
	135732	GENERAL FUND	OFFICE OF THE PRINCIPAL	REPAIR AND MAINTENANCE	\$182.56
	135732	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	RENTALS	\$19.55
	135732	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	REPAIR AND MAINTENANCE	\$24.71
	135732	GENERAL FUND	STUDENTS WITH DISABILITIES	RENTALS	\$167.95
	135732	GENERAL FUND	STUDENTS WITH DISABILITIES	REPAIR AND MAINTENANCE	\$75.09
	135780	GENERAL FUND	ELEMENTARY	RENTALS	\$245.56
	135856	GENERAL FUND	FISCAL SERVICES	RENTALS	\$4.47

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Remit Name						
		135856	GENERAL FUND	STUDENTS WITH DISABILITIES	RENTALS	\$4.47
				Total for CANON FINANCIAL SERVICES INC.		\$4,308.68
CANON U.S.A., INC.		135644	GENERAL FUND	OFFICE OF THE PRINCIPAL	RENTALS	\$0.00
		135644	GENERAL FUND	OFFICE OF THE PRINCIPAL	REPAIR AND MAINTENANCE	\$89.84
				Total for CANON U.S.A., INC.		\$89.84
CASCADE HOME CENTER		135646	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES	\$114.96
		135646	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$246.76
		135646	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$14.99
		135694	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES	\$43.05
		135733	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES	\$400.87
		135733	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$70.50
		135782	GENERAL FUND	CARE & UPKEEP OF GROUNDS	SUPPLIES	\$29.99
		135782	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES	\$35.96
				Total for CASCADE HOME CENTER		\$957.08
CASTILLO, KARISSA J		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CASTLEBERRY, CHRISTINE		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
CDW - GOVERNMENT INC		135734	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$472.25
CHETCO AUTOMOTIVE MARINE & INDUSTRIAL		135858	GENERAL FUND	CARE & UPKEEP OF GROUNDS	SUPPLIES	\$15.59
CHIRINIAN, HELENA		135783	GENERAL FUND	OFFICE OF THE SUPERINTENDENT	TRAVEL	\$440.00
CHRISTENSEN, ANDREA						

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Remit Name						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CITY OF BROOKINGS						
		135695	GENERAL FUND	MAINTENANCE SERVICES	WATER AND SEWAGE	\$5,439.99
CLARK, MANDY E						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
COASTAL PAPER & SUPPLY INC						
		135784	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES	\$102.72
COGNIA INC						
		135737	GENERAL FUND	HIGH SCHOOL PROGRAMS	PROFESSIONAL AND TECHNICAL SERVICES	\$1,400.00
COOS CURRY ELECTRIC CO-OP INC						
		135648	GENERAL FUND	MAINTENANCE SERVICES	ELECTRICITY	\$26,190.05
		135785	GENERAL FUND	MAINTENANCE SERVICES	ELECTRICITY	\$1,467.50
		135860	GENERAL FUND	MAINTENANCE SERVICES	ELECTRICITY	\$26,537.09
				Total for COOS CURRY ELECTRIC CO-OP INC		\$54,194.64
CORPENING, JULIETTE						
		135720	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CORRIGAN, AMY M						
		135721	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CROUCH, CINDY L						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CROWE, PEGGY D						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CRYSTAL FRESH BOTTLED WATER INC						
		135649	GENERAL FUND	ALTERNATIVE EDUCATION	SUPPLIES	\$0.00
		135649	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$31.15
		135649	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	SUPPLIES	\$13.35
		135649	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$34.00

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Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		135649	GENERAL FUND	TECHNOLOGY SERVICES	SUPPLIES	\$18.50
		135738	GENERAL FUND	ALTERNATIVE EDUCATION	SUPPLIES	\$0.00
		135738	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$35.70
		135738	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	SUPPLIES	\$15.30
		135738	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$34.00
		135738	GENERAL FUND	TECHNOLOGY SERVICES	SUPPLIES	\$12.00
				Total for CRYSTAL FRESH BOTTLED WATER INC		\$194.00
CTR INC						
		135650	GENERAL FUND	MAINTENANCE SERVICES	GARBAGE	\$5,263.23
		135650	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	GARBAGE	\$948.49
				Total for CTR INC		\$6,211.72
DEL NORTE UNIFIED SCHOOL DISTRICT						
		135861	GENERAL FUND	OTHER STUDENT TREATMENT OT/PT	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$44,045.33
DEVOS, CYNTHIA D		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
DIETRICH, DANNIELLE		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
EARL, MOLLY E		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
EDUCATION CONSULTANTS LLC						
		135699	GENERAL FUND	PSYCHOLOGICAL SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$15,120.00
ESS WEST, LLC		0	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	ESS Classified Substitutes	\$7,286.76
		0	GENERAL FUND	ELEMENTARY	ESS Certified Substitutes	\$10,113.76
		0	GENERAL FUND	ELEMENTARY	ESS Classified Substitutes	\$516.53

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Remit Name						
		0	GENERAL FUND	ELL-ORS	ESS Certified Substitutes	\$539.98
		0	GENERAL FUND	GUIDANCE SERVICES	ESS Classified Substitutes	\$192.96
		0	GENERAL FUND	HIGH SCHOOL PROGRAMS	ESS Certified Substitutes	\$10,280.53
		0	GENERAL FUND	LIFE SKILLS	ESS Certified Substitutes	\$6,209.77
		0	GENERAL FUND	LIFE SKILLS	ESS Classified Substitutes	\$2,482.81
		0	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	ESS Certified Substitutes	\$8,309.65
		0	GENERAL FUND	OFFICE OF THE PRINCIPAL	ESS Classified Substitutes	\$387.27
		0	GENERAL FUND	STUDENTS WITH DISABILITIES	ESS Certified Substitutes	\$3,509.85
		0	GENERAL FUND	STUDENTS WITH DISABILITIES	ESS Classified Substitutes	\$2,104.56
				Total for ESS WEST, LLC		\$51,934.43
ESTELLE, RALPH		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
FIELDPRINT, INC.		135700	GENERAL FUND	FISCAL SERVICES	DUES AND FEES	\$37.50
FLINN SCIENTIFIC		135701	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$297.74
		135864	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$85.62
				Total for FLINN SCIENTIFIC		\$383.36
FRONTLINE TECHNOLOGIES GROUP LLC		135741	GENERAL FUND	STAFF SERVICES	COMPUTER SOFTWARE	\$3,769.99
		135741	GENERAL FUND	TECHNOLOGY SERVICES	COMPUTER SOFTWARE	\$2,200.00
				Total for FRONTLINE TECHNOLOGIES GROUP LLC		\$5,969.99
FULTON, JASON P		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
FULTON, KRISTI J		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
GARRETT HEMANN ROBERTSON PC						

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Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
		135742	GENERAL FUND	OFFICE OF THE SUPERINTENDENT	LEGAL SERVICES	\$862.00
GARRISON, SANDRA M		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
GUTIERREZ, DARCIE J		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
GUY, DAVID S		135702	GENERAL FUND	HIGH SCHOOL PROGRAMS	TRAVEL	\$44.25
		135745	GENERAL FUND	HIGH SCHOOL PROGRAMS	TRAVEL	\$103.25
		135745	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$9.99
		135788	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	TRAVEL	\$14.75
		135868	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	TRAVEL	\$59.00
				Total for GUY, DAVID S		\$231.24
H&S ENERGY GROUP		135703	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	FUEL	\$1,560.62
		135789	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	FUEL	\$2,451.82
				Total for H&S ENERGY GROUP		\$4,012.44
HANSEN, LINSIE		135653	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL	\$59.00
		135653	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	TRAVEL	\$280.25
		135790	GENERAL FUND	HIGH SCHOOL PROGRAMS	TRAVEL	\$177.00
				Total for HANSEN, LINSIE		\$516.25
HARDING, JARRED		135654	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL	\$44.25
HARRINGTON, SAMANTHA		135851	GENERAL FUND	Undesignated	Salaries Payable Liability	\$888.43

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Remit Name						
HARTMAN'S CUSTOM CABINETS & FURNITURE						
		135682	GENERAL FUND	OFFICE OF THE SUPERINTENDENT	SUPPLIES	\$225.00
HAUBER, EVA		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
HERFF JONES, INC.		135748	GENERAL FUND	GUIDANCE SERVICES	SUPPLIES	\$16.08
HERNANDEZ, FRANK A		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
HERNANDEZ, LYNETTE		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
HOLLORAN ROUSE, NICOLE		135722	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
HOVEN, KENDRA K		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
HUNGERFORD LAW FIRM						
		135656	GENERAL FUND	OFFICE OF THE PRINCIPAL	TRAVEL	\$250.00
		135870	GENERAL FUND	OFFICE OF THE PRINCIPAL	TRAVEL	\$250.00
		135870	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	PROFESSIONAL AND TECHNICAL SERVICES	\$250.00
				Total for HUNGERFORD LAW FIRM		\$750.00
HUNT, TRUDY E		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
INSTRUCTURE						
		135749	GENERAL FUND	TECHNOLOGY SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$875.00
INTOUCH RECEIPTING						
		135750	GENERAL FUND	TECHNOLOGY SERVICES	COMPUTER SOFTWARE	\$191.25
J.W. PEPPER & SON, INC.		135751	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$322.09
JEFFERIES, ANGELA L						

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Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		135723	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
KERR, ROBIN		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
KLEESPIES, KRISTY A		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
KNIGHT, MICHAEL		135657	GENERAL FUND	HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$88.50
LAMB, CHRISTINA E		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
LANGUAGE LINE SERVICES, INC.		135706	GENERAL FUND	INTERPRETATION AND TRANSLATION	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$125.00
LAWRENCE COMPANY		135658	GENERAL FUND	FISCAL SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$160.00
LEIGH, MAUREEN F		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
LENHARDT, CHEYENNE M		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
LIDDELL, JASON R		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
LONG, KAYDEE		135724	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
LOPEZ, JENNIFER C		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
MARCIA BRENNER ASSOCIATES		135660	GENERAL FUND	TECHNOLOGY SERVICES	COMPUTER SOFTWARE	\$656.00
MATHISON, LUKE T		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00

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Remit Name						
MCQUEEN, MICHAEL						
		135707	GENERAL FUND	HIGH SCHOOL PROGRAMS	TRAVEL	\$14.75
		135794	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	TRAVEL	\$29.50
				Total for MCQUEEN, MICHAEL		\$44.25
MCVAY, MELANIE						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
MISSION LINEN SUPPLY						
		135663	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$102.32
		135754	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$102.32
				Total for MISSION LINEN SUPPLY		\$204.64
MONAZI, AMANDA N						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
MORIN'S SCREEN PRINT						
		135871	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$2,285.35
MORRIS, MELINDA						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
NAPA AUTO PARTS						
		135665	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$11.11
		135708	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$86.13
		135797	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$349.84
		135872	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$33.86
				Total for NAPA AUTO PARTS		\$480.94
NAUGLE, ROBERT T						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
NELSON, BRITTNEY LYNN						

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Remit Name						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
NOLTE, BRITT C		135725	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
NORTHWEST REGIONAL ESD		135874	GENERAL FUND	OFFICE OF THE SUPERINTENDENT	DUES AND FEES	\$300.04
OETC		135875	GENERAL FUND	TECHNOLOGY SERVICES	DUES AND FEES	\$150.00
PETERS, TINA L		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
PINA, TRAVIS M		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
PRUITT, ASHLEY M		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
PRYOR-RODE, JENNIFER		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
PURCHASE POWER		135757	GENERAL FUND	FISCAL SERVICES	POSTAGE	\$1,500.00
QUILL CORPORATION		135668	GENERAL FUND	ELEMENTARY	SUPPLIES	\$39.59
		135668	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$438.08
		135709	GENERAL FUND	ELEMENTARY	SUPPLIES	\$63.42
		135758	GENERAL FUND	ELEMENTARY	SUPPLIES	\$101.19
		135758	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$335.80
		135799	GENERAL FUND	ELEMENTARY	SUPPLIES	\$94.19
		135799	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$14.10
		135876	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$248.47
				Total for QUILL CORPORATION		\$1,334.84
RICHCREEK, KATIE R						

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Remit Name						
		135726	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
RIVERSIDE INSIGHTS						
		135877	GENERAL FUND	PSYCHOLOGICAL SERVICES	COMPUTER SOFTWARE	\$1,022.80
ROSE, TRASEE A						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
ROYAL-T GRADUATION LLC						
		135672	GENERAL FUND	GUIDANCE SERVICES	SUPPLIES	\$153.00
RUIZ, TABBATHA M						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
RYAN, JOAN L						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
SAUCERMAN, LAURA						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
SAUNDERS, ALEXIS N.						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
SAUNDERS, FAITH L						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
SCHIERMEYER, LYNN						
		135673	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	TUITION REIMBURSEMENT	\$1,467.00
SCHOOL NURSE SUPPLY, INC.						
		135675	GENERAL FUND	NURSE SERVICES	SUPPLIES	\$492.00
SCHOOL SPECIALTY, LLC						
		135710	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$700.20
SHAW, MONICA A						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
SHEARER, JEAN L						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
SHEW, LORINDA						

Brookings-Harbor School Dist. 17C

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Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
SLATER, DANIELLE M						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
SMITH, JILL J						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
SMITH, SEAN						
		0	GENERAL FUND	STUDENTS WITH DISABILITIES	PROFESSIONAL AND TECHNICAL SERVICES	\$2,520.00
SPARKMAN, BREANNA M						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
STEWART, WENDY ALEXIS						
		135727	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
STUMPENHAUS, WADE C						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
SWEETWATER						
		135765	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$649.72
		135804	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$741.08
				Total for SWEETWATER		\$1,390.80
THE CHILDREN'S HEALTH MARKET						
		135767	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	TEXTBOOKS	\$830.88
THE PROPHET CORPORATION C/O						
		135806	GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$296.34
		135806	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$568.00
				Total for THE PROPHET CORPORATION C/O		\$864.34
TURNITIN LLC						
		135680	GENERAL FUND	HIGH SCHOOL PROGRAMS	COMPUTER SOFTWARE	\$1,540.16
TYREE OIL, INC						
		135882	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	FUEL	\$2,003.91

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Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
UMPQUA BANK						
	0		GENERAL FUND	BOARD OF DIRECTORS	SUPPLIES	\$11.98
	0		GENERAL FUND	EDUCATIONAL MEDIA SERVICES	SUPPLIES	\$324.59
	0		GENERAL FUND	FISCAL SERVICES	DUES AND FEES	\$197.00
	0		GENERAL FUND	FISCAL SERVICES	TRAVEL	\$1,199.00
	0		GENERAL FUND	GUIDANCE SERVICES	SUPPLIES	\$813.34
	0		GENERAL FUND	HIGH SCHOOL PROGRAMS	SUPPLIES	\$2,560.86
	0		GENERAL FUND	INFORMATION SERVICES	TRAVEL	\$260.90
	0		GENERAL FUND	INSTR. STAFF DEVELOPMENT	SUPPLIES	\$160.00
	0		GENERAL FUND	LIFE SKILLS	SUPPLIES	\$227.73
	0		GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$113.93
	0		GENERAL FUND	NURSE SERVICES	SUPPLIES	\$98.34
	0		GENERAL FUND	OFFICE OF THE PRINCIPAL	SUPPLIES	\$19.99
	0		GENERAL FUND	OFFICE OF THE SUPERINTENDENT	DUES AND FEES	\$0.00
	0		GENERAL FUND	OFFICE OF THE SUPERINTENDENT	SUPPLIES	\$63.61
	0		GENERAL FUND	OFFICE OF THE SUPERINTENDENT	TRAVEL	\$70.91
	0		GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	SUPPLIES	\$59.61
	0		GENERAL FUND	STAFF SERVICES	SUPPLIES	\$85.89
	0		GENERAL FUND	STAFF SERVICES	TRAVEL	\$399.00
	0		GENERAL FUND	STUDENT TRANSPORTATION SERVICES	COMPUTER SOFTWARE	\$0.00
	0		GENERAL FUND	STUDENT TRANSPORTATION SERVICES	DUES AND FEES	\$0.00
	0		GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$50.00
	0		GENERAL FUND	STUDENT TRANSPORTATION SERVICES	TRAVEL	\$705.54
				Total for UMPQUA BANK		\$7,422.22
US CELLULAR						

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Fund: 100		GENERAL FUND					
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount	
	135715	GENERAL FUND	ALTERNATIVE EDUCATION	TELEPHONE		\$48.52	
	135715	GENERAL FUND	NURSE SERVICES	TELEPHONE		\$97.04	
	135715	GENERAL FUND	STUDENT SAFETY	TELEPHONE		\$48.52	
	135883	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	Other Communication Services		\$649.47	
			Total for US CELLULAR			\$843.55	
US FOODS							
	135808	GENERAL FUND	ELEMENTARY	SUPPLIES		\$1,203.32	
VALLEY ATHLETICS							
	135717	GENERAL FUND	CARE & UPKEEP OF GROUNDS	SUPPLIES		\$1,065.00	
WALLIN, TERI A							
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings		\$500.00	
WALTON SOBERON, JODY L							
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings		\$500.00	
WEBER, SANDRA T							
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings		\$500.00	
WESEL, DUSTIN							
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings		\$250.00	
WESTERN BUS SALES INC							
	135719	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES		\$28.74	
WOODEL, LISA A							
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings		\$500.00	
ZIPLY FIBER							
	135885	GENERAL FUND	TECHNOLOGY SERVICES	TELEPHONE		\$2,630.64	
			Total for GENERAL FUND			\$292,089.31	

Fund: 202		Title I-A					
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount	
AMAZON							

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Fund: 202	Title I-A	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		135852	Title I-A	TITLE 1A PROGRAM	SUPPLIES	\$511.52
ESS WEST, LLC						
		0	Title I-A	TITLE 1A PROGRAM	ESS Certified Substitutes	\$404.98
		0	Title I-A	TITLE 1A PROGRAM	ESS Classified Substitutes	\$1,709.84
				Total for ESS WEST, LLC		\$2,114.82
LOEBS, CHELSEA						
		135659	Title I-A	COMMUNITY SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$25.00
MCCRAE, KALLAN						
		135661	Title I-A	COMMUNITY SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$112.50
MORRIS, GWEN						
		135664	Title I-A	COMMUNITY SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$625.00
SCHULTZ, JAMES						
		135676	Title I-A	COMMUNITY SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$900.00
SCHULTZ, JAMIE						
		135677	Title I-A	COMMUNITY SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$650.00
SCHULTZ, KARI						
		135678	Title I-A	COMMUNITY SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$950.00
				Total for Title I-A		\$5,888.84

Fund: 203	TITLE IIA - INNOVATIVE EDUCATION	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
BEEMAN, EMALEE S						
		135689	TITLE IIA - INNOVATIVE EDUCATION	INSTR. STAFF DEVELOPMENT	TRAVEL	\$44.25
BELONG PARTNERS						
		135776	TITLE IIA - INNOVATIVE EDUCATION	INSTR. STAFF DEVELOPMENT	PROFESSIONAL AND TECHNICAL SERVICES	\$5,600.00
		135776	TITLE IIA - INNOVATIVE EDUCATION	INSTR. STAFF DEVELOPMENT	TRAVEL	\$1,903.57

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Total for BELONG PARTNERS						\$7,503.57
UMPQUA BANK						
	0	TITLE IIA - INNOVATIVE EDUCATION	INSTR. STAFF DEVELOPMENT	TRAVEL		\$313.71
Total for TITLE IIA - INNOVATIVE EDUCATION						\$7,861.53
Fund: 205	FED IMPROVE FUNDS CSI & TSI SCHOOLS					
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
HAUBER, EVA						
	135655	FED IMPROVE FUNDS CSI & TSI SCHOOLS	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL		\$88.50
UMPQUA BANK						
	0	FED IMPROVE FUNDS CSI & TSI SCHOOLS	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL		\$285.38
WAGMAN, ADAM						
	135681	FED IMPROVE FUNDS CSI & TSI SCHOOLS	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL		\$158.50
Total for FED IMPROVE FUNDS CSI & TSI SCHOOLS						\$532.38
Fund: 208	IDEA GRANT					
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
ESS WEST, LLC						
	0	IDEA GRANT	LIFE SKILLS	ESS Certified Substitutes		\$539.98
Total for IDEA GRANT						\$539.98
Fund: 215	E-RATE FUTURE TECHNOLOGY FUNDS					
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
ZIPLY FIBER						
	135809	E-RATE FUTURE TECHNOLOGY FUNDS	TECHNOLOGY SERVICES	Other Communication Services		\$1,256.00
Total for E-RATE FUTURE TECHNOLOGY FUNDS						\$1,256.00
Fund: 221	YTP GRANT					
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
UMPQUA BANK						
	0	YTP GRANT	YOUTH TRANSITION PROGRAM	TRAVEL		\$330.32
US CELLULAR						

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Fund: 221		YTP GRANT				
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
	135715	YTP GRANT	YOUTH TRANSITION PROGRAM	TELEPHONE		\$48.52
Total for YTP GRANT						\$378.84

Fund: 224		Emergency Connectivity Funds				
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
US CELLULAR	135715	Emergency Connectivity Funds	TECHNOLOGY SERVICES	Other Communication Services		\$185.40
	135883	Emergency Connectivity Funds	TECHNOLOGY SERVICES	Other Communication Services		\$570.80
Total for US CELLULAR						\$756.20
Total for Emergency Connectivity Funds						\$756.20

Fund: 231		STRONGER CONNECTIONS GRANT				
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
ESS WEST, LLC	0	STRONGER CONNECTIONS GRANT	GUIDANCE SERVICES	ESS Certified Substitutes		\$485.98
Total for STRONGER CONNECTIONS GRANT						\$485.98

Fund: 237		TITLE III SECOND LANGUAGE				
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
E.L. ACHIEVE, INC.	135862	TITLE III SECOND LANGUAGE	ELL-ORS	SUPPLIES		\$814.00
Total for TITLE III SECOND LANGUAGE						\$814.00

Fund: 251		SCHOOL IMPROVEMENT ACCOUNT (SIA)				
Remit Name	Check#	FUND	FUNCTION	OBJECT		Amount
ALTERNATIVE YOUTH ACTIVITIES	135772	SCHOOL IMPROVEMENT ACCOUNT (SIA)	ALTERNATIVE EDUCATION	PROFESSIONAL AND TECHNICAL SERVICES		\$11,405.52
AMAZON	135685	SCHOOL IMPROVEMENT ACCOUNT (SIA)	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES		(\$41.98)

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Fund: 251		SCHOOL IMPROVEMENT ACCOUNT (SIA)				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount	
	135728	SCHOOL IMPROVEMENT ACCOUNT (SIA)	GUIDANCE SERVICES	SUPPLIES	\$43.64	
	135773	SCHOOL IMPROVEMENT ACCOUNT (SIA)	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$39.90	
			Total for AMAZON		\$41.56	
BAND SHOPPE						
	135688	SCHOOL IMPROVEMENT ACCOUNT (SIA)	ELEMENTARY	SUPPLIES	\$203.95	
BENNETT, MATTHEW H						
	135853	SCHOOL IMPROVEMENT ACCOUNT (SIA)	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$230.30	
ESS WEST, LLC						
	0	SCHOOL IMPROVEMENT ACCOUNT (SIA)	ELEMENTARY	ESS Certified Substitutes	\$3,374.87	
	0	SCHOOL IMPROVEMENT ACCOUNT (SIA)	MIDDLE/JUNIOR HIGH PROGRAMS	ESS Certified Substitutes	\$809.97	
			Total for ESS WEST, LLC		\$4,184.84	
GEORGIE'S CERAMIC & CLAY, INC.						
	135771	SCHOOL IMPROVEMENT ACCOUNT (SIA)	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$1,039.65	
GREAT LAKES SPORTS						
	135744	SCHOOL IMPROVEMENT ACCOUNT (SIA)	ELEMENTARY	SUPPLIES	\$1,097.67	
			Total for SCHOOL IMPROVEMENT ACCOUNT (SIA)		\$18,203.49	

Fund: 252		HIGH SCHOOL SUCCESS - M98				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount	
AMAZON						
	135637	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	SUPPLIES	\$314.94	
CAROLINA BIOLOGICAL SUPPLY INC						
	135645	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	NON CONSUMABLE SUPPLIES	\$8,743.77	
ESS WEST, LLC						
	0	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	ESS Certified Substitutes	\$809.98	

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Fund: 252 HIGH SCHOOL SUCCESS - M98		Check#	FUND	FUNCTION	OBJECT	Amount
GOLD BEACH LUMBER						
		135652	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	SUPPLIES	\$2,602.12
		135743	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	SUPPLIES	\$4,397.87
Total for GOLD BEACH LUMBER						\$6,999.99
GTSIMULATORS BY GLOBAL TECHNOLOGIES						
		135867	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	NON CONSUMABLE SUPPLIES	\$8,522.00
HARKINS, TRISTIN						
		135792	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	TRAVEL	\$88.50
NUOVA DISTRIBUTION USA LLC						
		135666	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	NON CONSUMABLE SUPPLIES	\$14,263.75
SOUTHWESTERN OR COMMUNITY COLLEGE						
		135762	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	OTHER TUITION	\$1,004.75
SOWIB						
		135679	HIGH SCHOOL SUCCESS - M98	INFORMATION SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$2,643.22
SUTER, GARY						
		135803	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	TRAVEL	\$342.84
UMPQUA BANK						
		0	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	NON CONSUMABLE SUPPLIES	\$6,606.54
		0	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	SUPPLIES	\$2,468.81
		0	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	TRAVEL	\$1,600.00
		0	HIGH SCHOOL SUCCESS - M98	MIDDLE/JUNIOR HIGH PROGRAMS	NON CONSUMABLE SUPPLIES	\$158.00
		0	HIGH SCHOOL SUCCESS - M98	MIDDLE/JUNIOR HIGH PROGRAMS	SUPPLIES	\$256.31
		0	HIGH SCHOOL SUCCESS - M98	OFFICE OF THE PRINCIPAL	TRAVEL	\$1,061.81
Total for UMPQUA BANK						\$12,151.47
WENGER CORPORATION						
		135718	HIGH SCHOOL SUCCESS - M98	MIDDLE/JUNIOR HIGH PROGRAMS	NON CONSUMABLE SUPPLIES	\$4,825.02
Total for HIGH SCHOOL SUCCESS - M98						\$60,710.23

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Fund: 261		Miscellaneous		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name								
AMAZON		135852	Miscellaneous			ELEMENTARY	SUPPLIES	\$478.72
UMPQUA BANK		0	Miscellaneous			ELEMENTARY	SUPPLIES	\$128.24
Total for Miscellaneous								\$606.96

Fund: 274		HS Co-Curricular		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name								
BROWN, BELLA		135642	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	DUES AND FEES	\$85.00
CTR INC		135697	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	DUES AND FEES	\$586.00
ELK RIDGE CLOTHING		135863	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$480.00
GEAR UP SPORTS		135866	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$573.02
GUY, DAVID S		135745	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$29.50
		135788	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$88.50
Total for GUY, DAVID S								\$118.00
HANSEN, LINSIE		135704	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$118.00
HARDING, JARRED		135791	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$29.50
MCQUEEN, MICHAEL		135662	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$29.50
RIDGE, KEN		135670	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$103.25
		135759	HS Co-Curricular			HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$29.50

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Fund: 274 HS Co-Curricular		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		135800	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$29.50
				Total for RIDGE, KEN		\$162.25
ROGUE VALLEY BASEBALL		135671	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	DUES AND FEES	\$198.50
UMPQUA BANK		0	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	DUES AND FEES	\$64.00
		0	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$304.34
		0	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$3,883.07
				Total for UMPQUA BANK		\$4,251.41
WALLIN III, LAWRENCE K		135770	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	TRAVEL	\$350.10
				Total for HS Co-Curricular		\$6,981.28

Fund: 275 Azalea MS Athletics		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
ARMORZONE ATHLETICS		135686	Azalea MS Athletics	MIDDLE/JUNIOR HIGH EXTRACURRICULAR	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$4,096.00
CHAPMAN, NICHOLAS		135735	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
ELL, BONNIE		135739	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
HARDING, JARRED		135705	Azalea MS Athletics	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL	\$29.50
		135791	Azalea MS Athletics	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL	\$29.50
				Total for HARDING, JARRED		\$59.00
HARLAN, MARIA		135746	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
HEBERT, CRYSTAL						

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Fund: 275 Azalea MS Athletics		Check#	FUND	FUNCTION	OBJECT	Amount
MILLS, TRISHA L		135747	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
OCHOA, RACHEL		135753	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
SALAZAR, CYNTHIA		135756	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
SONGER, CYNTHIA		135760	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
THORSON, MARCO		135761	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
		135768	Azalea MS Athletics	Undesignated	Student Fees	\$65.00
Total for Azalea MS Athletics						\$4,740.00

Fund: 277 HB3499 ELL		Check#	FUND	FUNCTION	OBJECT	Amount
E.L. ACHIEVE, INC.		135698	HB3499 ELL	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL	\$6,000.00
US CELLULAR		135715	HB3499 ELL	ELL-ORS	TELEPHONE	\$48.52
Total for HB3499 ELL						\$6,048.52

Fund: 283 TEXTBOOK ADOPTION		Check#	FUND	FUNCTION	OBJECT	Amount
CENGAGE LEARNING		135647	TEXTBOOK ADOPTION	HIGH SCHOOL PROGRAMS	TEXTBOOKS	\$3,843.48
MYSTERY SCIENCE INC		135755	TEXTBOOK ADOPTION	ELEMENTARY	TEXTBOOKS	\$1,695.00
NORTHWEST TEXTBOOK DEPOSITORY CO INC		135798	TEXTBOOK ADOPTION	HIGH SCHOOL PROGRAMS	TEXTBOOKS	\$3,290.59
Total for TEXTBOOK ADOPTION						\$8,829.07

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Fund: 285	FACILITY MAINTENANCE		FUNCTION	OBJECT	Amount
Remit Name	Check#	FUND			
ADVANCED SECURITY SYSTEMS					
	135684	FACILITY MAINTENANCE	MAINTENANCE SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$520.84
AMAZON					
	135773	FACILITY MAINTENANCE	MAINTENANCE SERVICES	SUPPLIES	\$885.62
BRIGHTLY SOFTWARE, INC.					
	135641	FACILITY MAINTENANCE	MAINTENANCE SERVICES	COMPUTER SOFTWARE	\$4,307.41
BROOKINGS ELECTRONIC SERVICE, INC					
	135779	FACILITY MAINTENANCE	MAINTENANCE SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$1,037.62
	135855	FACILITY MAINTENANCE	MAINTENANCE SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$1,755.32
			Total for BROOKINGS ELECTRONIC SERVICE, INC		\$2,792.94
C & S FIRE-SAFE SERVICES, LLC.					
	135693	FACILITY MAINTENANCE	MAINTENANCE SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$436.00
CASCADE HOME CENTER					
	135646	FACILITY MAINTENANCE	MAINTENANCE SERVICES	SUPPLIES	\$705.17
	135694	FACILITY MAINTENANCE	MAINTENANCE SERVICES	SUPPLIES	\$450.44
	135857	FACILITY MAINTENANCE	MAINTENANCE SERVICES	SUPPLIES	\$941.51
			Total for CASCADE HOME CENTER		\$2,097.12
COASTAL PAPER & SUPPLY INC					
	135784	FACILITY MAINTENANCE	MAINTENANCE SERVICES	SUPPLIES	\$2,508.00
CTR INC					
	135697	FACILITY MAINTENANCE	MAINTENANCE SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	(\$162.25)
	135697	FACILITY MAINTENANCE	MAINTENANCE SERVICES	REPAIR AND MAINTENANCE	\$0.00
			Total for CTR INC		(\$162.25)
NEW HOPE PLUMBING & BUILD					
	135873	FACILITY MAINTENANCE	MAINTENANCE SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$1,281.00

Brookings-Harbor School Dist. 17C

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 04/01/2025

To Date: 04/30/2025

Fund: 285		FACILITY MAINTENANCE				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount	
SO BACKFLOW TECHS						
	135711	FACILITY MAINTENANCE	MAINTENANCE SERVICES	PROFESSIONAL AND TECHNICAL SERVICES	\$448.00	
STRAHM'S SEALCOAT & STRIPING						
	135763	FACILITY MAINTENANCE	MAINTENANCE SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$5,536.65	
	135801	FACILITY MAINTENANCE	MAINTENANCE SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$5,536.65	
				Total for STRAHM'S SEALCOAT & STRIPING	\$11,073.30	
UMPQUA BANK						
	0	FACILITY MAINTENANCE	MAINTENANCE SERVICES	SUPPLIES	\$1,662.31	
UMPQUA SHEET METAL, INC.						
	135807	FACILITY MAINTENANCE	MAINTENANCE SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$11,500.00	
				Total for FACILITY MAINTENANCE	\$39,350.29	

Fund: 291		HIGH SCHOOL STUDENT BODY				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount	
AERIAL BILLBOARDS, INC.						
	135636	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$1,661.89	
AMAZON						
	135685	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$341.86	
	135728	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$1,123.90	
	135728	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL PROGRAMS	SUPPLIES	\$90.08	
	135773	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$424.57	
				Total for AMAZON	\$1,980.41	
CASCADE ATHLETIC SUPPLY						
	135781	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$413.70	
COQUILLE JR. SR. HIGH SCHOOL						
	135696	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$200.00	
D'OTTAVIO, MARIO						

Brookings-Harbor School Dist. 17C

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 04/01/2025

To Date: 04/30/2025

Fund: 291		HIGH SCHOOL STUDENT BODY				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount	
	135786	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$600.00	
HODGES, BRANDON						
	135869	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$200.00	
MARSHFIELD HIGH SCHOOL						
	135793	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$90.00	
MEEK BASKETBALL CAMPS						
	135795	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$500.00	
NAIMAN, CASSIDY						
	135796	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL PROGRAMS	SUPPLIES	\$170.00	
PHOENIX HIGH SCHOOL						
	135667	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$200.00	
RALLY ATHLETICS						
	135669	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$454.00	
SALMON RUN GOLF COURSE						
	135878	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$300.00	
STEENDAHL, CHRISTINE						
	135712	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$1,480.00	
UMPQUA BANK						
	0	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$7,551.18	
	0	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL PROGRAMS	SUPPLIES	\$3,946.06	
			Total for UMPQUA BANK		\$11,497.24	
			Total for HIGH SCHOOL STUDENT BODY		\$19,747.24	

Fund: 292		AZALEA STUDENT BODY				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount	
UMPQUA BANK						
	0	AZALEA STUDENT BODY	MIDDLE/JUNIOR HIGH EXTRACURRICULAR	SUPPLIES	\$459.39	
			Total for AZALEA STUDENT BODY		\$459.39	

Brookings-Harbor School Dist. 17C

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 04/01/2025

To Date: 04/30/2025

Fund: 293		KALMIOPSIS STUDENT BODY		FUNCTION	OBJECT	Amount
Remit Name	Check#	FUND				
AMAZON						
	135852	KALMIOPSIS STUDENT BODY		ELEMENTARY COCURRICULAR	SUPPLIES	\$499.95
SCHOLASTIC BOOK FAIRS						
	135674	KALMIOPSIS STUDENT BODY		ELEMENTARY COCURRICULAR	SUPPLIES	\$4,072.80
UMPQUA BANK						
	0	KALMIOPSIS STUDENT BODY		ELEMENTARY COCURRICULAR	SUPPLIES	\$63.99
Total for KALMIOPSIS STUDENT BODY						\$4,636.74
Fund: 296		F2CNP COMPETITIVE		FUNCTION	OBJECT	Amount
Remit Name	Check#	FUND				
UMPQUA BANK						
	0	F2CNP COMPETITIVE		FOOD SERVICES	FOOD	\$130.00
Total for F2CNP COMPETITIVE						\$130.00
Fund: 299		Nutrition Services		FUNCTION	OBJECT	Amount
Remit Name	Check#	FUND				
COASTAL PAPER & SUPPLY INC						
	135736	Nutrition Services		FOOD SERVICES	SUPPLIES	\$137.63
	135859	Nutrition Services		FOOD SERVICES	SUPPLIES	\$245.21
Total for COASTAL PAPER & SUPPLY INC						\$382.84
CTR INC						
	135650	Nutrition Services		FOOD SERVICES	GARBAGE	\$2,659.59
ESS WEST, LLC						
	0	Nutrition Services		FOOD SERVICES	ESS Classified Substitutes	\$469.52
FRANZ FAMILY BAKERIES						
	135651	Nutrition Services		FOOD SERVICES	FOOD	\$198.88
	135740	Nutrition Services		FOOD SERVICES	FOOD	\$929.23
	135787	Nutrition Services		FOOD SERVICES	FOOD	\$326.44
	135865	Nutrition Services		FOOD SERVICES	FOOD	\$297.70

Brookings-Harbor School Dist. 17C

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 04/01/2025

To Date: 04/30/2025

				Total for FRANZ FAMILY BAKERIES	\$1,752.25
MEALTIME					
	135752	Nutrition Services	FOOD SERVICES	COMPUTER SOFTWARE	\$2,220.00
SNA (SCHOOL NUTRITION ASSOCIATION)					
	135879	Nutrition Services	FOOD SERVICES	DUES AND FEES	\$188.00
SUNRISE DISTRIBUTORS INC					
	135713	Nutrition Services	FOOD SERVICES	FOOD	\$604.00
	135764	Nutrition Services	FOOD SERVICES	FOOD	\$2,130.52
	135802	Nutrition Services	FOOD SERVICES	FOOD	\$1,501.30
	135880	Nutrition Services	FOOD SERVICES	FOOD	\$1,463.55
				Total for SUNRISE DISTRIBUTORS INC	\$5,699.37
SYSCO PORTLAND, INC.					
	135714	Nutrition Services	FOOD SERVICES	FOOD	\$3,238.98
	135766	Nutrition Services	FOOD SERVICES	FOOD	\$6,553.18
	135805	Nutrition Services	FOOD SERVICES	FOOD	\$4,953.73
	135881	Nutrition Services	FOOD SERVICES	FOOD	\$35.22
				Total for SYSCO PORTLAND, INC.	\$14,781.11
UMPQUA BANK					
	0	Nutrition Services	FOOD SERVICES	DUES AND FEES	\$0.00
	0	Nutrition Services	FOOD SERVICES	FOOD	\$36.23
	0	Nutrition Services	FOOD SERVICES	SUPPLIES	\$0.00
	0	Nutrition Services	FOOD SERVICES	TRAVEL	\$0.00
				Total for UMPQUA BANK	\$36.23
US FOODS					
	135716	Nutrition Services	FOOD SERVICES	FOOD	\$333.49
	135769	Nutrition Services	FOOD SERVICES	FOOD	\$8,189.79
	135808	Nutrition Services	FOOD SERVICES	FOOD	\$4,641.61
	135884	Nutrition Services	FOOD SERVICES	FOOD	\$3,933.48
				Total for US FOODS	\$17,098.37
ZIPLY FIBER					

Brookings-Harbor School Dist. 17C

Expenditure Summary Report

Fiscal Year: 2024-2025

Criteria: Report Sort: Fund

From Date: 04/01/2025

To Date: 04/30/2025

Fund: 299	Nutrition Services				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	135885	Nutrition Services	FOOD SERVICES	TELEPHONE	\$167.91
			Total for Nutrition Services		\$45,455.19
				Grand Total:	<u>\$526,501.46</u>

Recap for FUND for GENERAL FUND

100	GENERAL FUND	\$292,089.31
202	Title I-A	\$5,888.84
203	TITLE IIA - INNOVATIVE EDUCATI	\$7,861.53
205	FED IMPROVE FUNDS CSI & TSI :	\$532.38
208	IDEA GRANT	\$539.98
215	E-RATE FUTURE TECHNOLOGY F	\$1,256.00
221	YTP GRANT	\$378.84
224	Emergency Connectivity Funds	\$756.20
231	STRONGER CONNECTIONS GRA	\$485.98
237	TITLE III SECOND LANGUAGE	\$814.00
251	SCHOOL IMPROVEMENT ACCOU	\$18,203.49
252	HIGH SCHOOL SUCCESS - M98	\$60,710.23
261	Miscellaneous	\$606.96
274	HS Co-Curricular	\$6,981.28
275	Azalea MS Athletics	\$4,740.00
277	HB3499 ELL	\$6,048.52
283	TEXTBOOK ADOPTION	\$8,829.07
285	FACILITY MAINTENANCE	\$39,350.29
291	HIGH SCHOOL STUDENT BODY	\$19,747.24
292	AZALEA STUDENT BODY	\$459.39
293	KALMIOPSIS STUDENT BODY	\$4,636.74
296	F2CNP COMPETITIVE	\$130.00
299	Nutrition Services	\$45,455.19

End of Report

Recommendation to Hire New Hire Form - Certified

For: **Widner, Beaudry**
Sent By: caroll@brookings.k12.or.us

Completed By: User - jenniferlo@brookings.k12.or.us
Overall Status: Approved - Next step

Sent On: 4/18/2025 10:10am
Completed: 5/6/2025 3:51pm

For Job ID: **1165 - Elementary Classroom Teacher (Multiple Positions) at Kalmiopsis Elementary School**

RECOMMENDATION TO HIRE - CERTIFIED

Beaudry Widner is being recommended for:

Elementary Classroom Teacher (Multiple Positions) at Kalmiopsis Elementary School

Current City/State: Zillah / WA

Elementary - Multiple Subjects

Undergraduate College and GPA:

3.95

University where Teaching Degree was conferred:

Eastern Washington University

Top Quality (1-2 sentences) that compelled the committee to select this candidate over others:

He is excited about teaching and positive. He is excited about moving to Brookings. He loves to be collaborative and build relationships with kids.

Teaching Assignment / School:

4th Grade Elementary

Work Schedule:

7:40-8:40

* Anticipated Start Date:

08/19/2025

Hiring Manager Signature:

X

Signed: **Carol Leonard**

Stamped: 4/18/2025 12:17:27 PM; 50.45.231.2; User - caroll@brookings.k12.or.us - CAROLL@BROOKINGS.K12.OR.US;

By typing in your name (your "eSignature"), you accept and consent to be legally bound by this document's statements, terms and conditions as if this document was signed by you in writing with pen on paper. You agree that no third party or other means of verification is necessary to validate your eSignature and that the lack of such third party or other means of verification will not in any way affect the enforceability of this document.



**BROOKINGS - HARBOR
EDUCATION FOUNDATION, INC.**

P.O. Box 4292 * Brookings, Oregon 97415

Date 4 / 23 / 25

Recipient BNSD

Dear Mrs Hatch,

Congratulations! Brookings Harbor Education Foundation, Inc. has received your grant request for Book cost for reading program and has approved a grant in the amount of \$ 300.

- In receiving this grant there are a few responsibilities.

1. We request your assistance to promote public awareness by sending a letter of thanks to the editor of the Pilot. It also helps our donors know how their donations are being utilized.
2. Please make a mention (with or without pictures) on the Brookings Harbor Education Foundation, Inc. Facebook page.
3. We ask for a thank you note to the foundation that includes the impact (#of youth affected) of the project with receipts for tax purposes to be sent to:

BHEF PO BOX 4292 Brookings, OR 97415 within 60 days.

Again, congratulations! Thank you for making Brookings, Oregon a better place to live and learn for the youth of Brookings!

Sincerely,

The Board of Directors of
Brookings Harbor Education Foundation, Inc.

Brookings Harbor Education Foundation, Inc. is a non-profit 501(c)3.



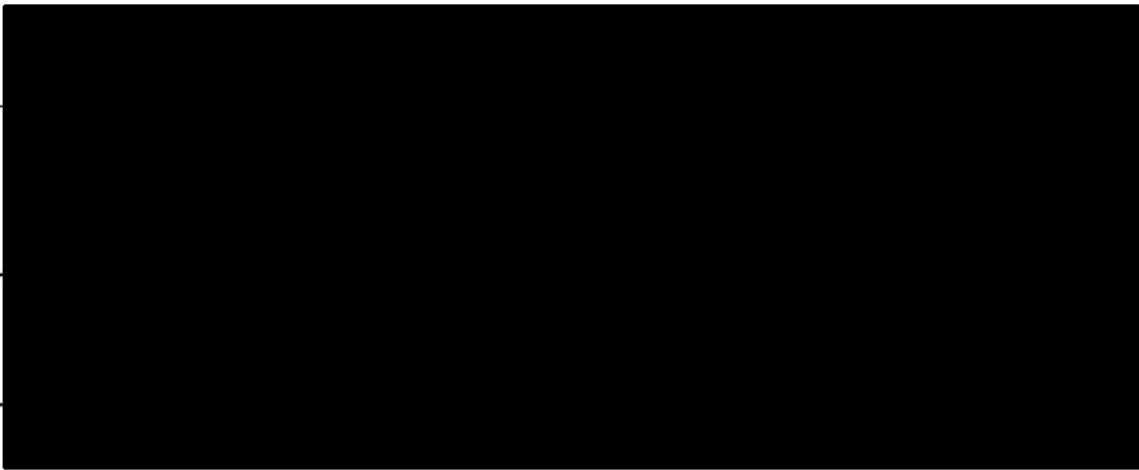
Brookings Harbor School District 17C

629 Easy St
Brookings, OR 97415
Tel 541 469-7443
Fax 541 469-6599
www.brookings.k12.or.us

DONATION RECEIPT

Robert + Kristi Myers

DONOR NAME



BROOKINGS-HARBOR SCHOOL DISTRICT TAX ID: 93-6000388

DONATION DESCRIPTION	
<i>3 sets golf clubs</i>	
<i>2 shag bags</i>	

OFFICE USE ONLY	
Received By:	<i>[Signature]</i>
Date Received:	<i>4/21/25</i>
Destination of Gift:	<i>Golf</i>



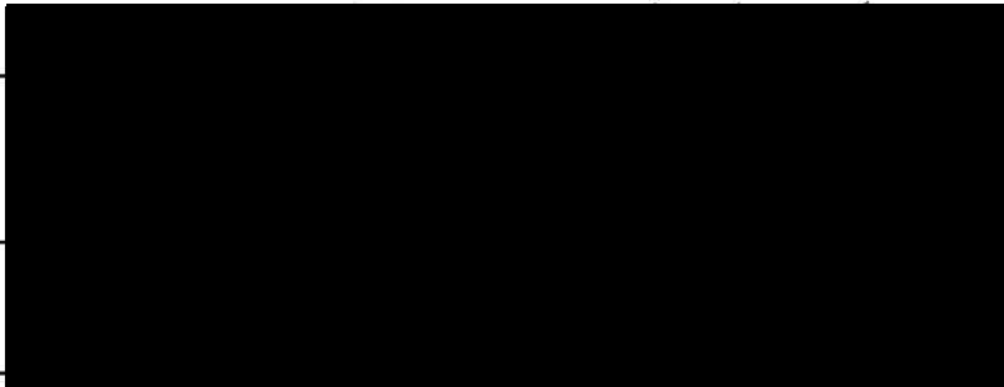
Brookings Harbor School District 17C

564 Fern Ave
 Brookings, OR 97415
 Tel 541 469-7443
 Fax 541 469-6599
www.brookings.k12.or.us

DONATION RECEIPT

Russ Oldham

DONOR NAME



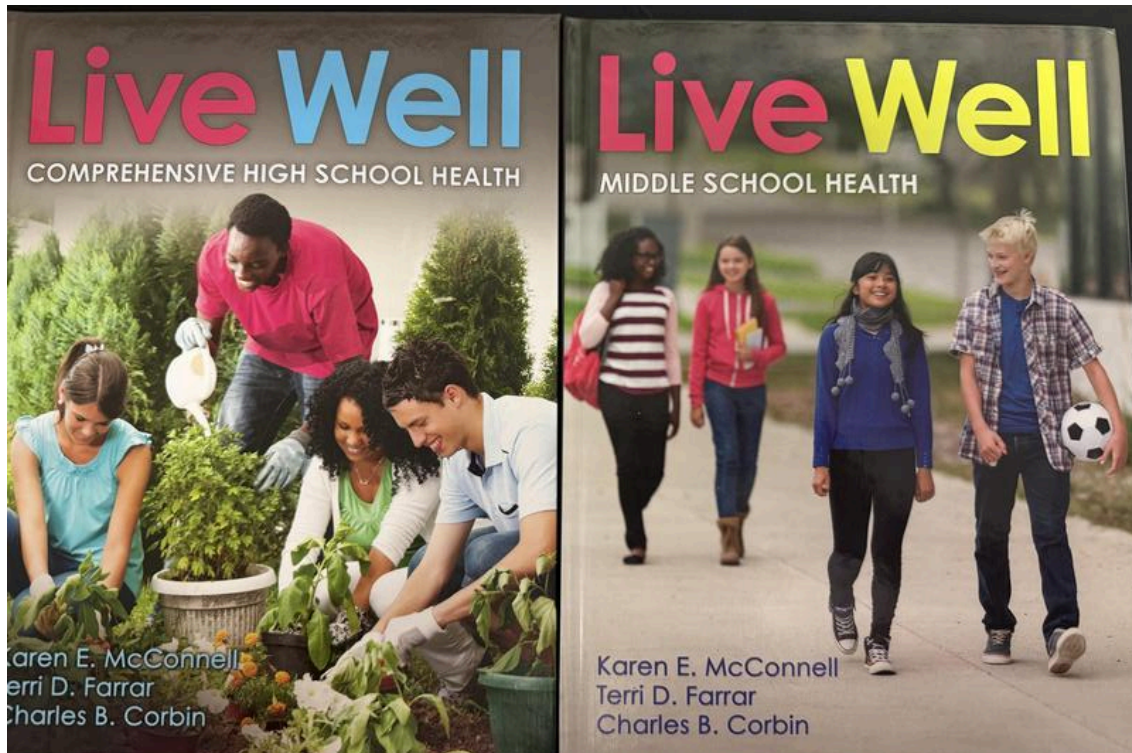
PHONE NUMBER

BROOKINGS-HARBOR SCHOOL DISTRICT TAX ID: 93-6000388

DONATION DESCRIPTION	
1 Trumpet	2 sets of cymbals
2 Cowbells	Triangle
4 recorders	Drum Sticks
8 Shakers	Tamborine
2 sets of Claves	6 sets of Finger cymbals

OFFICE USE ONLY	
Received By:	
Date Received:	
Destination of Gift:	

Proposed Health Curriculum Adoption Available for Public Review



The Brookings-Harbor School Board will vote to adopt updated Health textbooks for middle and high school students at its May 21 Regular Board Meeting

Brookings-Harbor School District is considering the adoption of new health curriculum materials for both middle and high school students. Community members are invited to review the proposed curriculum and provide feedback before a final decision is made.

Middle School Health Curriculum Proposal:

Live Well: Middle School Health (2021)

Published by Human Kinetics Inc.

Authors: Karen E. McConnell, Terri D. Farrar, and Charles B. Corbin

High School Health Curriculum Proposal:

Live Well: Comprehensive High School Health (2024)

Published by Human Kinetics Inc.

Authors: Karen E. McConnell, Terri D. Farrar, and Charles B. Corbin

These materials are designed to support comprehensive health education, aligned with Oregon state standards, and promote lifelong wellness habits in students.

Public Review Information:

The proposed textbooks are available for public preview at the Brookings-Harbor School District Office, located at 629 Easy Street, Brookings, OR 97415.

Viewing hours: Monday through Friday, 8:00 a.m. to 4:00 p.m. (excluding holidays).

Community members are encouraged to provide feedback in writing at the District Office or by using the [online comment form](#) at this link:

<https://forms.gle/bwk9URG4Qut4HkNe7>

Review Deadline:

Comments will be accepted through 2 p.m. Tuesday, June 17, 2025. (UPDATED DATE - DATE EXTENDED)

This curriculum proposal will be brought before the Brookings-Harbor School Board of Directors for discussion at its regular board meeting at 2 p.m. Wednesday, May 21, in Room 51, at Kalmiopsis Elementary School. The Board may vote at its 5:30 p.m. Wednesday, June 18, meeting to adopt the proposed curriculum. Feedback can also be given during the Public Comment period at either School Board Meeting.

For more information or questions, please contact the district office at info@brookings.k12.or.us or call **541-469-7443 (Option 5)**.

Brookings-Harbor School District 17C

Code: GCBDC/GDBDC-AR
Revised/Reviewed: 7/06/16; 9/12/18

Request for Domestic Violence, Harassment, Sexual Assault, Bias, or Stalking Leave

When the need for leave may be anticipated, a written request for leave under Oregon Revised Statute (ORS) 659A.270 - 659A.285 shall be made at least [30] days prior to the date the requested leave is to begin unless giving advance notice is not feasible. When it is not feasible, oral or written notice as soon as practical is allowed.

PLEASE PRINT

Name of employee _____

Department _____ Title _____

Effective date of the leave _____

Status: Full-time Part-time Temporary Hire Date ____

The requested leave is for:

- Myself
- A minor child or dependent for which I am a parent or guardian

The leave is for:

- To seek legal or law enforcement assistance or remedies to ensure the health and safety of the eligible employee or the eligible employee's minor child or dependent, including preparing for and participating in protective order proceedings or other civil or criminal legal proceedings related to domestic violence, harassment, sexual assault, bias, or stalking.
- To seek medical treatment for or to recover from injuries caused by domestic violence or sexual assault to, harassment or stalking of or the commission of a bias crime against the eligible employee or the eligible employee's minor child or dependent.
- To obtain, or to assist the eligible employee's minor child or dependent in obtaining counseling from a licensed mental health professional related to an experience of domestic violence, harassment, sexual assault, bias, or stalking.
- To obtain services from a victim services provider for the eligible employee or the eligible employee's minor child or dependent.
- To relocate¹ or take steps to secure an existing home to ensure the health and safety of the eligible employee or the eligible employee's minor child or dependent.

The following has been provided to certify the need for the requested leave:

- A copy of a report from law enforcement indicating myself or 'my' minor child or dependent is a victim of domestic violence, harassment, sexual assault, bias, or stalking.
- A copy of a protective order or² other evidence from a court, administrative agency or attorney that I or my minor child or dependent appeared in or is preparing for a civil or criminal administrative proceeding related to domestic violence, harassment, sexual assault, bias, or stalking.
- Documentation from an attorney, law enforcement officer, health care professional, licensed mental health professional or counselor, member of the clergy, employee of the Department of Justice division

¹ "Relocate" is described in OAR 839-009-0345 (5).

providing victim and survivor services or victim services provider that I or my minor child or dependent is receiving services.

I understand I may use accrued paid leave, including sick leave, vacation leave or any other paid leave that is offered by the district [in the order specified by the [district] [applicable collective bargaining agreement].

If my request for a leave is approved, I understand that without an authorized extension when the need for an extension could be anticipated, I must report to duty on the first workday following the date my leave is scheduled to end. I understand if I am unable to return to work following the period of authorized leave, I will notify the district as soon as practical and provide any required information which will allow the district to determine my eligibility for an extension of leave.

I authorize the district to deduct from my paychecks or seek to recover any amounts paid for insurance coverage by the district on my behalf which remain unpaid after my leave, consistent with state law.

Signature of employee: _____ Date: _____

Brookings-Harbor School District 17C

Code: JFE-AR
Revised/Reviewed:

Individualized Plan for Pregnant and/or Parenting Students

District _____ Date _____

School _____

Student Information

Student name: _____

Age: _____ Date of birth: _____

Pregnant? Yes No Due date: _____

Parenting? Yes No No. of children: _____ Ages: _____

Living situation: _____

Sources of financial support: _____

Education status:

Grade completed 6 7 8 9 10 11 12

On track for graduation? Yes No

Number of credits needed to be on track? _____

Date of enrollment in individualized plan: _____

Program Information

Check whether service is to be provided and paid for by family, school or agency. If agency, please indicate source. Briefly describe service to be provided.

Education

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

Transportation

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

Child Care

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

Life Skills Training

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

Parenting Education

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

Career Development

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

Health and Nutrition Services

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

Counseling

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

Other Social Services

Provided by:

- Family
- School
- Agency

Paid for by:

- Family
- School
- Agency

Description

I have been informed of the services available for pregnant and/or parenting students in the district and I have received information about the availability of resources provided by other agencies, including health and social services.

Signature of student

Date

Signature of parent/guardian

Date

Signature of school representative

Date

Termination Data

Date of termination from program: _____

Reason (check one): Nonattendance Moved Completed diploma¹ Completed GED
 Returned to regular school program
 Other _____

Comments: _____

¹ A “diploma,” as it pertains to Board policy JFE – Pregnant and/or Parenting Students, means a diploma, a modified diploma, or an extended diploma.

Brookings-Harbor School District 17C

Code:
Adopted:

JHCD-AR

Medications**/*

{Required administrative regulation. The requirement comes from ORS 339.866 (2).}

Students may, subject to the provisions of this administrative regulation, have prescription or nonprescription medication administered by designated district personnel, or may be permitted to administer prescription or nonprescription medication to themselves.

1. Definitions¹

- a. ["Administer" means the direct application of a drug or device whether by injection, inhalation, ingestion, or any other means, to the body of a patient or research subject by: (1) a practitioner or the practitioner's authorized agent; or (2) the patient or research subject at the direction of the practitioner. (ORS 689.005)]
- b. "Adrenal crisis" means a sudden, severe worsening of symptoms associated with adrenal insufficiency, such as severe pain in the lower back, abdomen or legs, vomiting, diarrhea, dehydration, low blood pressure or loss of consciousness. (ORS 433.800)
- c. "Adrenal insufficiency" means a hormonal disorder that occurs when the adrenal glands do not produce enough adrenal hormones. (ORS 433.800)
- d. "Asthma" means a chronic inflammatory disorder of the airways that requires ongoing medical intervention. (ORS 339.866)
- e. "Delegation" means a formal delegation of a nursing procedure by a registered nurse to district personnel in accordance with the Oregon Nurse Practice Act. (OAR Chapter 851)
- f. "Designated personnel" means the school personnel designated and trained to administer medication pursuant to district policy and procedure.
- g. "Medication" means medication that is not injected; premeasured doses of epinephrine that are injected; medication that is available for treating adrenal insufficiency; and Naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug. "Medication" also means any prescription for bronchodilators or autoinjectable epinephrine prescribed by a student's Oregon licensed health care professional for asthma or severe allergies. "Medication" does not include nonprescription sunscreen. (ORS 339.866; ORS 339.867)
- h. "Nonprescription medication" means nonprescription drugs as defined in ORS 689.005, which means drugs that may be sold without prescription and that are prepackaged for use by the consumer and labeled in accordance with the requirements of the statutes and regulations of this state and the federal government. (OAR 581-021-0037)
- i. "Notice of a diagnosis of adrenal insufficiency" means written notice to the district from the parent or guardian of a student who has been diagnosed as adrenal insufficient with a copy of an order from the student's primary care provider that includes the student's diagnosis, description of symptoms indicating the student is in crisis, prescription for medication to treat

¹ There are several laws that apply to medications in schools. Some of these laws have unique definitions that may apply in specific situations. If the applicable law uses a definition that varies from the definition here, use the definition in the law.

adrenal insufficiency crisis, and instructions for follow-up care after medication to treat adrenal insufficiency crisis has been administered. (OAR 581-021-0037)

j. ["Opioid overdose" means a medical condition that causes depressed consciousness, depressed respiratory function or the impairment of vital bodily functions as a result of ingesting opioids. (ORS 689.800)]

k. "Prescriber"² means a "practitioner" as defined in ORS 689.005, which means a person licensed and operating within the scope of such license to prescribe, dispense, conduct research with respect to or administer drugs in the course of professional practice or research: (a) in this state; or (b) in another state or territory of the U.S. if the person does not reside in Oregon and is registered under the federal Controlled Substances Act. (OAR 581-021-0037)

l. "Prescription medication" means a "prescription drug" as defined in ORS 689.005, which means a drug that is: required by federal law, prior to being dispensed or delivered, to be labeled with "Caution: Federal law prohibited dispensing without prescription" or "Caution: Federal law restricts this drug to use by or on the order of a licensed veterinarian"; or required by any applicable federal or state law or regulation to be dispensed on prescription only or is restricted to use by practitioners only.

m. "Severe allergy" means a life-threatening hypersensitivity to a specific substance such as food, pollen, or dust. (ORS 339.866)

n. "Short-acting opioid antagonist" means any short-acting drug approved by the U.S. Food and Drug Administration for the complete or partial reversal of an opioid overdose. (ORS 689.800)

2. Designated Staff/Training

a. Medications, including injectable medications, may be administered by trained personnel as part of a formal delegation by a registered nurse.

b. The principal, in consultation with the school nurse, will designate district personnel authorized to administer prescription or nonprescription medication to a student which takes into account when the student is in school, at a district-sponsored activity, under the supervision of district personnel, or in transit to or from school-or district-sponsored activities, and may include when a student is in a before-school or after-school care program on school-owned property when required by law. The principal will supervise and ensure building and activity practices and procedures are consistent with the requirements of law, rules, policy and this administrative regulation.

c. The district will provide staff who are designated personnel to administer prescription or nonprescription medication access to a school nurse.

d. The principal will ensure the annual training required by Oregon law is provided to designated district personnel. Training must be conducted by a qualified trainer, which is a person who is familiar with the delivery of health services in a school setting and who is either a registered nurse licensed by the Oregon State Board of Nursing or a prescriber. District personnel designated to administer epinephrine, glucagon, and medication to treat adrenal insufficiency shall be trained using related training developed by the Oregon Health Authority (OHA). The first training and every third training thereafter shall be provided in-person³. During

² A registered nurse who is employed by a district or local public health authority to provide nursing services at a district may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the district for not more than 90 days.

³ An online training may qualify as "in-person" when these measures are met: content is provided via synchronous, interactive online sessions with a trainer and learners visible on screen; trainers must be licensed and work within their scope of practice;

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- e. subsequent years, designated district personnel may complete an online training so long as a trainer is available following the training to answer questions and provide clarification. The training for district personnel will provide an overview of applicable provisions of Oregon law, administrative rules, district policy and administrative regulations and include, but not be limited to, discussion of the following: safe storage, administration, handling and disposing of medications; accessibility of medication during an emergency; record keeping; whether response to medication should be monitored by designated personnel and the role of designated personnel in such monitoring; emergency medical response procedures following administration of the medication; confidentiality of health information; and assessment of gained knowledge. Training as recommended and/or approved by ODE will be used.
- f. The district shall maintain documentation of district personnel's completion of training in accordance with OAR 166-400-0010.

3. Administering Premeasured Doses of Epinephrine to a Student or Other Individual

A premeasured dose of epinephrine may be administered by trained district personnel to any student or other individual on district premises who the person believes in good faith is experiencing a severe allergic response, regardless of whether the student or individual has a prescription for epinephrine.

4. Administering Short-Acting Opioid Antagonists

{⁴} A short-acting opioid antagonist may be administered by any district personnel⁵ to any student or other individual, on school premises who the individual administering the short-acting opioid antagonist believes in good faith is experiencing an overdose of an opioid drug.

The [principal] [or [school] [district] nurse] shall immediately notify the parent or guardian of a minor student enrolled in a school within the district when a short-acting opioid antagonist is administered to the student while at school, on school property under the jurisdiction of the district or at any activity under the jurisdiction of the district.]

The district shall provide to the parent or legal guardian of each minor student enrolled in a school in the district information regarding short-acting opioid antagonists. The information will include at least:

- a. A description of short-acting opioid antagonists and their purpose;
- b. A statement regarding, in an emergency situation, the risks of administering to an individual a short-acting opioid antagonist and the risks of not administering to an individual a short-acting opioid antagonist;
- c. A statement identifying which schools in the district, if any, have short-acting opioid antagonists, and the necessary medical supplies to administer short-acting opioid antagonists, onsite and available for emergency situations; and

and include in-person, skills demonstration for training developed by the Oregon Health Authority for epinephrine, glucagon, and for medication to treat adrenal insufficiency.

⁴ {If the district plans to provide for, and administer a short-acting opioid antagonist, this bracketed language is highly recommended. If the district does not intend to provide and/or administer this medication, there is no requirement to include this language.}

⁵ Including district personnel who have not received medication administration training.

- d. A statement that a representative of the district may administer a short-acting opioid antagonist to a student in an emergency if the student appears to be unconscious and experiencing an opioid overdose.

5. Administering of Medication to a Student Experiencing Symptoms of Adrenal Crisis

A student experiencing symptoms of adrenal crisis while the student is in school, at a district-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and/or in transit to or from a school or a district-sponsored activity, may be treated by designated personnel and shall be subject to the following:

- a. Upon notice of a diagnosis of adrenal insufficiency, as defined in Oregon Administrative Rule (OAR) 581-021-0037, the building principal of the school the student attends will designate one or more district personnel to receive training and be responsible for administering the medication to treat adrenal insufficiency to a student in the event the student exhibits symptoms the district personnel believe in good faith indicate the student is experiencing symptoms of adrenal crisis;
- b. The designated personnel will successfully complete required training to administer medication to treat a student who has adrenal insufficiency and is experiencing symptoms of adrenal crisis;
- c. The student's parent or guardian must provide adequate supply of the student's prescribed medication to the district;
- d. The district will develop an individualized health care plan for the student;
- e. In the event that a student experiences symptoms of adrenal crisis and the designated personnel determines the medication to treat adrenal insufficiency should be administered, any available district staff member will immediately call 911 and the student's parent or guardian.

6. Administering Medication to a Student

- a. A request to permit designated personnel to administer medication to a student may be approved by the district and is subject to the following:
 - (1) A written request for designated personnel to administer prescription medication to a student, if because of the prescribed frequency or schedule, the medication must be given while the student is in school, at a school-sponsored activity, while under the supervision of school personnel and in transit to or from school or a school-sponsored activity, must be submitted to the school office and shall include:
 - (a) The written permission of the student's parent or guardian; and
 - (b) The written instruction from the prescriber for the administration of the medication to the student that includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Method of administration;
 - (iv) Dosage;
 - (v) Frequency of administration;
 - (vi) Other special instructions from the prescriber, if any; and
 - (vii) Signature of the prescriber.

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The prescription medication is provided in the original prescription packaging by the student’s parent or guardian. The prescription label prepared by a pharmacist at the direction of the prescriber, will be sufficient to meet this requirement if it contains the information listed in (i)-(vi) above.

- (2) A written request for designated personnel to administer nonprescription medication to a student must be submitted to the school office and is subject to the following:

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- (a) The nonprescription medication is necessary for the student to remain in school;
- (b) The nonprescription medication is:
 - (i) Provided in the original manufacturer’s container by the student’s parent or guardian; or
 - (ii) Is part of the district’s stock medication program in compliance with the Oregon Board of Pharmacy rules including OAR 855-035-0005.
- (c) The written instruction and permission from the student’s parent or guardian for the administration of the nonprescription medication⁶ includes:

- (i) Name of the student;
- (ii) Name of the medication;
- (iii) Method of administration;
- (iv) Dosage;
- (v) Frequency of administration;
- (vi) Other special instructions, if any; and
- (vii) Signature of the student’s parent or guardian.

If the written instruction is not consistent with the manufacturer’s guidelines for the nonprescription medication, the written instruction must also include a written order allowing the inconsistent administration signed by a prescriber.

- (d) If the nonprescription medication is not approved by the Food and Drug Administration (FDA), a written order from the student’s prescriber is required and will include:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Dosage;
 - (iv) Method of administration;
 - (v) Frequency of administration;
 - (vi) A statement that the medication must be administered while the student is in school;
 - (vii) Other special instructions, if any; and
 - (viii) Signature of the prescriber.

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⁶ For nonprescription medication that is not approved by the Food and Drug Administration (FDA), see requirements in 6.a.(2)(d).

- b. The principal or designee will require an individualized health care plan or allergy plan be developed for every student with a need to manage asthma or a known life-threatening allergy. A plan will include protocols for preventing exposures to allergens and procedures for responding to life-threatening allergic responses, and include provisions for administering medication and/or responding to emergency situations while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity;
- c. A student being administered a medication may be monitored by designated personnel to monitor the student's response to the medication;
- d. A determination will be made by the district on if or when the student may self-carry prescription medication if the student has not been approved to self-administer medication;
- e. It is the student's parent or guardian's responsibility to ensure that an adequate amount of medication is on hand at the school for the duration of the student's need to take medication;
- f. It is the student's parent or guardian's responsibility to ensure that the school is informed in writing of any changes in medication instructions;
- g. In the event a student refuses medication, the parent or guardian will be notified immediately. No attempt will be made to administer medication to a student who refuses a medication;
- h. Any error in administration of a medication will be reported to the parent or guardian immediately and documented on a medication administration record. Errors include, but are not limited to, administering medication to the wrong student, administering the wrong medication, dose, frequency of administration or method of administration;
- i. Medication shall not be administered until the necessary permission form and written instructions have been submitted and received as required by the district.

7. Administration of Medication by a Student to Themselves

- a. A student, including a student in grade K through 12 with asthma or severe allergies, may be permitted to administer prescription or nonprescription medication to themselves without assistance from designated personnel and is subject to the following:
 - (1) A student must demonstrate the ability, developmentally and behaviorally, to self-administer prescription medication and must have:
 - (a) The written permission from a parent or guardian and other documentation requested by the district must be submitted for self-medication of all prescription medications;
 - (b) If the student has asthma or a severe allergy, a medication that is prescribed by a prescriber and a written treatment plan developed by a prescriber or other Oregon licensed health care professional for managing of the student's asthma, diabetes and/or severe allergy, and directs use by the student while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity. The prescriber will include acknowledgment that the student has been instructed in the correct and responsible use of the prescribed medication;
 - (c) The permission to self-administer the medication from a building administrator and a prescriber or registered nurse practicing in a district setting.

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- (2) A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication⁷ and must have:
 - (a) The written permission of the student's parent or guardian;
 - (b) The student's name affixed to the manufacturer's original container; and
 - (c) The permission to self-administer medication from a building administrator.

- (3) A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication that is not approved by the FDA and must have:
 - (a) The written permission of the student's parent or guardian; and
 - (b) A written order from the student's prescriber that includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Dosage;
 - (iv) Method of administration;
 - (v) Frequency of administration;
 - (vi) A statement that the medication must be administered while the student is in school, at a district-sponsored activity, under the supervision of district personnel, or in transit to or from school or district-sponsored activities;
 - (vii) Other special instructions, if any; and
 - (viii) Signature of the prescriber.

- b. A determination will be made by the district on if or when the student may self-carry prescription medication if the student has not been approved to self-administer medication;
- c. A student may have in their possession only the amount of medication needed for that school day, except for manufacturer's packaging that contains multiple dosage, the student may carry one package, such as, but not limited to, autoinjectable epinephrine or bronchodilators/inhalers;
- d. The sharing and/or borrowing by a student of any medication with another student is strictly prohibited⁸;
- e. The district personnel will request backup medication, when the medication is to treat a student's asthma or severe allergy emergency, from the student's parent or guardian. Backup medication, if provided by a student's parent or guardian, will be kept at the student's school in a location to which the student has immediate access in the event the student has an asthma and/or severe allergy emergency;
- f. A student shall not administer medication to themselves until the necessary permission form and written instructions have been submitted as required by the district;
- g. The permission for a student to administer medication to themselves may be revoked if the student does not responsibly self-administer the medication or abuses the use of the medication as determined by district personnel;
- h. A student may be subject to discipline, up to and including expulsion, as appropriate for violations of these procedures;

⁷ For nonprescription medication that is not approved by the Food and Drug Administration (FDA), see requirements in 7.a.(3).

⁸ [Except for short-acting opioid antagonists.]

- i. A student permitted to administer medication to themselves may be monitored by designated personnel to monitor the student's response to the medication[.] [;]
- j. [The district allows the application of and use by students of nonprescription sunscreen, including sunscreen that contains para-aminobenzoic acid, without any required documentation from a licensed health care professional per ORS 339.874.]

8. Handling, Monitoring and Safe Storage of Medication Supplies for Administration of Medication

- a. Any medication must be delivered to the school in its original manufacturer's or current prescription container, accompanied by the permission form and written instructions, as required above.
- b. Prescription medication must always be the most current prescription and kept in the original, labeled container.
- c. Nonprescription medication must be kept in original manufacturer's bottle or box.
- d. [Never administer medication sent to school in unlabeled containers.]
- e. [Never repackage medication into a plastic bag or other container for any reason.]
- f. [Medication in any form categorized as a sedative, stimulant, anti-convulsive, narcotic analgesic or psychotropic medication will be counted or measured by designated personnel or parent or guardian in the presence of another district employee upon receipt [and initialed by the two individuals who counted or witnessed the procedure], documented in the student's medication administration record (MAR) and routinely monitored during storage and administration. Any discrepancies will be reported to the [school] [district] nurse or principal immediately and documented in the student's MAR. For such medication not in capsule or tablet form, standard measuring and monitoring procedures will apply.]
- g. Designated personnel will follow the written instructions of the prescriber and the student's parent or guardian, and training guidelines as may be recommended by ODE for administering all forms of prescription and/or nonprescription medications.
- h. [Medication will be secured as follows:
 - (1) Nonrefrigerated medications will be stored in a locked cabinet, drawer or box in a secure area;
 - (2) Medications requiring refrigeration will be stored in a locked box in a refrigerator or in a separate refrigerator used solely for the storage of medication in a secure area;
 - (3) Access to medication storage keys will be limited to the principal and designated personnel.]
- i. [Designated personnel will be responsible for monitoring all medication supplies and for ensuring medication is secure at all times, not left unattended after administering and that the medication container is properly sealed and returned to storage.]
- j. When medication is running low or an inadequate dosage is on hand to administer the medication, the designated personnel will notify the student's parent or guardian immediately.

9. Emergency Response

- a. Designated personnel will immediately call 911 or other appropriate emergency medical response systems and administer first aid, as necessary, in the event of life-threatening side effects and allergic reactions, including the administration of epinephrine. The parent or guardian[, [school] [district] nurse] and principal will be notified immediately.
- b. Adverse reactions which result from district-administered medication or from student self-medication will be reported to the parent or guardian immediately.

- c. Any available district staff will immediately call 911 and the student's parent or guardian if the designated personnel believes the student is experiencing symptoms of adrenal crisis and plans to administer medication.
- d. Any available staff will immediately call 911 when a short-acting opioid antagonist is administered to any student or other individual on district premises.

10. Disposal of Medications

- a. [Medication not picked up by the student's parent or guardian, at the end of the school year or within [five] school days of the end of the medication period, whichever is earlier, will be disposed of by designated personnel in the presence of another school employee. The medication may be disposed through a designated drug take-back collection program or in a nonrecoverable fashion as follows:
 - (1) Medication will be removed from its original container and personal information will be destroyed;
 - (2) Mix with an undesirable substance, e.g., coffee grounds, used cat litter;
 - (3) Place in a plastic bag or other sealable container, e.g., such as an empty plastic container; and
 - (4) Place the sealed container with the mixture in the trash as close to garbage pickup time as possible, to prevent theft and misuse.]
- b. [Prescriptions will never be flushed down the toilet or drain or burnt with other waste.]
- c. [Sharps and glass will be disposed of in accordance with state guidelines.]
- d. [All medication will be disposed of by designated personnel following DEQ guidelines and documented on the student's MAR as described below.]

11. Transcribing, Recording and Record Keeping

- a. A medication administration record (MAR) will be maintained for each student administered medication by the district. [The MAR will be in paper⁹ or electronic form and will include, but not be limited to:
 - (1) The full name of the student, date of birth, name of medication, dosage, method of administration, date and time of administration, frequency of administration and the name of the person administering the medication;
 - (2) Student refusals of medication;
 - (3) Errors in administration of medication;
 - (4) Incidents of emergency and minor adverse reaction by a student to medication;
 - (5) Discrepancies in medication supply;
 - (6) Disposal of medication including date, quantity, manner in which the medication was destroyed and the signature of the staff involved.]
- b. A MAR for medication administered as part of an IEP goal should be maintained in the IEP record at the end of each school year.

⁹ If a paper record is kept, the record will be documented in blue or black ink, and never in pencil or with use of white-out.

- c. All records relating to administration of medications, including permissions and written instructions, will be maintained. Records will be retained in accordance with applicable provisions of OAR 166-400-0010(17) and OAR 166-400-0060(29).
- d. All records relating to the training of designated district personnel will be maintained by the district in accordance with applicable provisions of OAR 166-400-0010.
- e. Student health information will be kept confidential. Access shall be limited to those designated personnel authorized to administer medication to students, the student and their parent or guardian. Information may be shared with school personnel with a legitimate educational interest in the student or others authorized by the parent or guardian in writing or others as allowed under state and federal law.

[Non-liability Provisions for Administration of Prescription and Nonprescription Medications and Short-Acting Opioid Antagonists

A school administrator, teacher or other school employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the administration of nonprescription medication, if the school administrator, teacher or other school employee in good faith administers nonprescription medication to a student pursuant to written permission and instructions of the student's parents or guardian.

A school administrator, teacher or other school employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the administration of prescription medication, if the school administrator, teacher or other school employee in compliance with the instructions of a physician, physician assistant, nurse practitioner, naturopathic physician or clinical nurse specialist, in good faith administers prescription medication to a student pursuant to written permission and instructions of the student's parents or guardian.

A person may not maintain an action for injury, death or loss that results from acts or omissions of a school administrator, teacher or other school employee during the administration of a short-acting opioid antagonist unless it is alleged and proved by the complaining party that the school administrator, teacher or other school employee was grossly negligent in administering the short-acting opioid antagonist unless other conditions exist and which are outlined in Oregon law in ORS 339.870.

The civil and criminal immunities provided for above do not apply to an act or omission accounting to gross negligence or willful and wanton misconduct.

Non-Liability Provisions for Self-Administration and Autoinjectable Epinephrine

A school administrator, school nurse, teacher or other school employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of a student's self-administration of medication, as described in ORS 339.866, if the school administrator, school nurse, teacher or other school employee, in compliance with the instructions of the student's Oregon licensed health care professional, in good faith assists the student's self-administration of the medication, if the medication is available to the student pursuant to written permission and instructions of the student's parent, guardian or Oregon licensed health care professional.

A school administrator, school nurse, teacher or other school employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the use of medication if the school administrator, school nurse, teacher or other school employee in good faith administers autoinjectable epinephrine to a student or other individual with a severe allergy who is unable to self-

administer the medication regardless of whether the student or individual has a prescription for epinephrine.

The district and the members of a district Board are not liable in a criminal action or for civil damages as a result of the use of medication if any person in good faith administers autoinjectable epinephrine to a student or other individual with a severe allergy who is unable to self-administer the medication, regardless of whether the student or individual has a prescription for epinephrine; and the person administered the autoinjectable epinephrine on school premises, including at a school, on school property under the jurisdiction of the district or at an activity under the jurisdiction of the district.

The civil and criminal immunities described above (which are identified in ORS 339.871) do not apply to an act or omission to gross negligence or willful and wanton misconduct.]

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Brookings-Harbor School District 17C

Code: **JHCD/JHCDA-AR**
Adopted: 6/08/98
Revised/Readopted: 10/22/03; 10/16/13; 6/17/15;
11/18/15; 7/06/16; 3/07/18;
9/12/18; 4/15/20
Orig. Code: JHCD-AR

Medications**

Students may, subject to the provisions of this administrative regulation, have prescription or nonprescription medication administered by designated personnel, or may be permitted to administer prescription or nonprescription medication to themselves.

1. Definitions

- a. “Medication” means any drug, chemical compound, suspension or preparation in suitable form for use as a curative or remedial substance taken internally or externally but not injected except for premeasured doses of epinephrine, medication to treat adrenal insufficiency and glucagon to treat severe hypoglycemia. Medication includes any prescription for bronchodilators or autoinjectable epinephrine prescribed by a student’s Oregon licensed health care professional for asthma or severe allergies. Medication also includes naloxone or any similar medication that is in any form available for the safe administration and that is designed to rapidly reverse an overdose of an opioid drug.
- b. “Prescription medication” means any medication that under federal or state law requires a prescription by a prescriber.
- c. “Nonprescription medication” means medication that under federal law does not require a prescription from a prescriber.
- d. “Adrenal crisis” means adrenal crisis as defined in Oregon Revised Statute (ORS) 433.800.
- e. “Adrenal insufficiency” means adrenal insufficiency as defined in ORS 433.800.
- f. “Notice of a diagnosis of adrenal insufficiency” means written notice to the district from a student or the parent or guardian of a student who has been diagnosed as adrenal insufficient with a copy of an order from the student’s primary care provider that includes the student’s diagnosis, description of symptoms indicating the student is in crisis, prescription for medication to treat adrenal insufficiency crisis and instructions for follow-up care after medication to treat adrenal insufficiency crisis has been administered.
- g. “Prescriber¹” means a doctor of medicine or osteopathy, a physician assistant licensed to practice by the Board of Medical Examiners for the state of Oregon, an Oregon-licensed, advance practice registered nurse with prescriptive authority, a dentist licensed by the Board of Dentistry for the state of Oregon, an optometrist licensed by the Board of Optometry for the state of Oregon, a naturopathic physician licensed by the Board of Naturopathy for the state of Oregon or a pharmacist licensed by the Board of Pharmacy for the state of Oregon.
- h. “Qualified trainer” means a person who is familiar with the delivery of health services in a school setting and who is a registered nurse licensed by the Oregon State Board of Nursing, a

¹ A registered nurse who is employed by a public or private school may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the school for not more than 90 days.

doctor of medicine or osteopathy or a physician assistant licensed by the Board of Medical Examiners for the state of Oregon, or a pharmacist licensed by the Board of Pharmacy for the state of Oregon.

- i. “Severe allergy” means a life-threatening hypersensitivity to a specific substance such as food, pollen, dust or insect sting.
- j. “Asthma” means a chronic inflammatory disorder of the airways that requires ongoing medical intervention.
- k. “Designated personnel” means the school personnel who is designated to administer medication pursuant to district policy and procedure.

2. Designated Personnel/Training

- a. The principal will designate personnel authorized to administer prescription or nonprescription medication to a student while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in a before-school or after-school care programs on school-owned property and in transit to or from school or a school-sponsored activity, as required by Oregon law. The principal will supervise and ensure building and activity practices and procedures are consistent with the requirements of law, rules and this administrative regulation.
- b. The principal will ensure the training required by Oregon law is provided to designate personnel. Training must be conducted by a qualified trainer. Training will be provided annually to designated personnel authorized to administer medication to students. The first year and every third year of training requires in-person instruction; during the intervening years, designated personnel may complete an online training that has been approved by the Oregon Department of Education (ODE) so long as a trainer is available within a reasonable amount of time following the training to answer questions and provide clarification.
- c. Training will provide an overview of applicable provisions of Oregon law, administrative rules, district policy and administrative regulations and include, but not be limited to, the following: safe storage, handling, monitoring medication supplies, disposing of medications, record keeping and reporting of medication administration and errors in administration, emergency medical response for life-threatening side effects, allergic reactions or adrenal insufficiency and student confidentiality. Materials as recommended and/or approved by the ODE will be used.
- d. A copy of the district’s policy and administrative regulation will be provided to all staff authorized to administer medication to students and others, as appropriate.
- e. A statement that the designated personnel has received the required training, will be signed by the staff member and filed in each school.

3. Administering Premeasured Doses of Epinephrine to a Student or Other Individual

A premeasured dose of epinephrine may be administered by trained, designated personnel to any student or other individual on school premises who the person believes in good faith, is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

4. Administering Naloxone or Other Similar Medication to a Student or Other Individual

Naloxone or any other similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug may be administered by trained,

designated personnel to any student or other individual on school premises who the person believes in good faith is experiencing an opioid overdose.

5. Administering of Medication to a Student Experiencing Symptoms of Adrenal Crisis

A student experiencing symptoms of adrenal crisis while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from a school or a school-sponsored activity, may be treated by designated personnel and shall be subject to the following:

- a. Upon notice of a diagnosis of adrenal insufficiency, as defined in Oregon Administrative Rule (OAR) 581-021-0037, the principal will designate one or more school personnel to be responsible for administering the medication to treat adrenal insufficiency;
- b. The designated personnel will successfully complete training to administer medication to treat a student who has adrenal insufficiency and is experiencing symptoms of adrenal crisis in accordance with the rules adopted by the Oregon Health authority;
- c. The student or the student's parent or guardian must provide adequate supply of the student's prescribed medication to the district;
- d. The district will require the development of an individualized health care plan for the student that includes protocols for preventing exposures to allergens and establishes if or when a student may self-carry prescription medication when the student has not been approved to self-administer medication;
- e. In the event that a student experiences symptoms of adrenal crisis and the designated personnel determines the medication to treat adrenal insufficiency should be administered, any available staff member will immediately call 911 and the student's parent or guardian.

6. Administering Medication to a Student

- a. A request to permit designated personnel to administer medication to a student may be approved by the district and is subject to the following:
 - (1) A written request for designated personnel to administer prescription medication to a student, if because of the prescribed frequency or schedule, the medication must be given while the student is in school, at a school-sponsored activity, while under the supervision of school personnel and in transit to or from school or a school-sponsored activity must be submitted to the school office and shall include:
 - (a) The written permission of the student's parent or guardian or the student if the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675; and
 - (b) The written instruction from the prescriber for the administration of the medication to the student that includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Method of administration;
 - (iv) Dosage;
 - (v) Frequency of administration;
 - (vi) Other special instructions from the prescriber, if any; and
 - (vii) Signature of the prescriber.

The prescription label prepared by a pharmacist at the direction of the prescriber will be considered to meet this requirement if it contains the information listed in (i)-(vi) above.

D (2) A written request for designated personnel to administer nonprescription medication to a student must be submitted to the school office and is subject to the following:

- (a) The nonprescription medication is necessary for the student to remain in school;
- (b) The nonprescription medication is provided in the original manufacturer's container by the parent or guardian of the student;
- (c) The written instruction from the student's parent or guardian for the administration of the nonprescription medication includes:

- (i) Name of the student;
- (ii) Name of the medication;
- (iii) Method of administration;
- (iv) Dosage;
- (v) Frequency of administration;
- (vi) Other special instructions, if any; and
- (vii) Signature of the student's parent or guardian.

If the written instruction is not consistent with the manufacturer's guidelines for the nonprescription medication, the written instruction must also include a written order allowing the inconsistent administration signed by a prescriber.

- (d) If the nonprescription medication is not approved by the Food and Drug Administration (FDA), a written order from the student's prescriber is required and will include:

- (i) Name of the student;
- (ii) Name of the medication;
- (iii) Dosage;
- (iv) Method of administration;
- (v) Frequency of administration;
- (vi) A statement that the medication must be administered while the student is in school;
- (vii) Other special instructions, if any; and
- (viii) Signature of the prescriber.

- b. An individualized health care and allergy plan will be developed for a student with a known life-threatening allergy and will include protocols for preventing exposures to allergens and procedures for responding to life-threatening allergic reactions while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity, and will include a determination on if or when the student may self-carry prescription medication if the student has not been approved to self-administer medication;
- c. It is the student's parent's or guardian's, or student if the student is allowed to seek medical care without parental consent, responsibility to ensure that an adequate amount of medication is on hand at the school for the duration of the student's need to take medication;

- d. It is the student's parent's or guardian's, or student if the student is allowed to seek medical care without parental consent, responsibility to ensure that the school is informed in writing of any changes in medication instructions;
- e. In the event a student refuses medication, the parent or guardian will be notified immediately, except where a student is allowed to seek medical care without parental consent. No attempt will be made to administer medication to a student who refuses a medication;
- f. Any error in administration of s medication will be reported to the parent or guardian immediately, except where a student is allowed to seek medical care without parental consent. Errors include, but are not limited to, administering medication to the wrong student, administering the wrong medication, dose, frequency of administration or method of administration;
- g. Medication shall not be administered until the necessary permission form and written instructions have been submitted as required by the district.

7. Administration of Medication by a Student to Themselves

- a. A student, including a student in kindergarten through grade 12 with asthma or severe allergies, may be permitted to administer medication to themselves without assistance from designated personnel and is subject to the following:
 - (1) A student must demonstrate the ability, developmentally and behaviorally, to self-administer prescription medication and must have:
 - (a) A permission form from a parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675 and other documentation requested by the district must be submitted for self-medication of all prescription medications;
 - (b) If the student has asthma, diabetes and/or a severe allergy, a medication that is prescribed by a prescriber and a written treatment plan developed by a prescriber or other Oregon licensed health care professional for managing of the student's asthma, diabetes and/or severe allergy, and directs use by the student while the student is in school, at a school-sponsored activity, while under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity. The prescriber will include acknowledgment that the student has been instructed in the correct and responsible use of the prescribed medication;
 - (c) The permission to self-administer the medication from a building administrator and a prescriber or registered nurse practicing in a school setting.
 - (2) A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication and must have:
 - (a) The written permission of the student's parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675;
 - (b) The student's name affixed to the manufacturer's original container; and
 - (c) The permission to self-administer medication from a building administrator.
 - (3) A student must demonstrate the ability, developmentally and behaviorally, to self-administer nonprescription medication that is not approved by the FDA and must have:

D

- (a) The written permission of the student's parent or guardian, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675; and
- (b) A written order from the student's prescriber that includes:
 - (i) Name of the student;
 - (ii) Name of the medication;
 - (iii) Dosage;
 - (iv) Method of administration;
 - (v) Frequency of administration;
 - (vi) A statement that the medication must be administered while the student is in school;
 - (vii) Other special instructions, if any; and
 - (viii) Signature of the prescriber.

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- b. The student may have in their possession only the amount of medication needed for that school day, except for manufacturer's packaging that contains multiple dosage, the student may carry one package, such as but not limited to, autoinjectable epinephrine or bronchodilators/inhalers;
 - c. Sharing and/or borrowing of any medication with another student is strictly prohibited;
 - d. For a student who has been prescribed bronchodilators or epinephrine, the designated personnel will request that the parent or guardian provide backup medication for emergency use by that student. Backup medication, if provided, will be kept at the student's school in a location to which the student has immediate access in the event the student has an asthma and/or severe allergy emergency;
 - e. Upon written request from a parent or guardian and with a prescriber's written statement that the lack of immediate access to a backup autoinjectable epinephrine may be life threatening to a student, and the location the school stores backup medication is not located in the student's classroom, a process shall be established to allow the backup autoinjectable epinephrine to be kept in a reasonably secure location in the student's classroom;
 - f. A student shall not administer medication to themselves until the necessary permission form and written instructions have been submitted as required by the district;
 - g. Permission to for a student to administer medication to themselves may be revoked if the student violates Board policy and/or this administrative regulation;
 - h. A student may be subject to discipline, up to and including expulsion, as appropriate;
 - i. A student permitted to administer medication to themselves may be monitored by designated personnel to monitor the student's response to the medication.
8. Handling, Monitoring and Safe Storage of Medication Supplies for Administering Medication to Students
- a. Medication administered by designated personnel to a student or self administered by a student, must be delivered to the school, in its original container, accompanied by the permission form and written instructions, as required above.
 - b. Medication in capsule or tablet form and categorized as a sedative, stimulant, anti-convulsant, narcotic analgesic or psychotropic medication will be counted by designated personnel in the presence of another district employee upon receipt, documented in the student's medication log and routinely monitored during storage and administration. Discrepancies will be reported to the principal immediately and documented in the student's medication log. For such

medication not in capsule or tablet form, standard measuring and monitoring procedures will apply.

c. Designated personnel will follow the written instructions of the prescriber and the student or the student's parent or guardian and training guidelines as may be recommended by the the ODE for administering all forms of prescription and/or nonprescription medications.

d. Medication will be secured as follows:

- (1) Nonrefrigerated medications will be stored in a locked cabinet, drawer or box;
- (2) Medications requiring refrigeration will be stored in a locked box in a refrigerator or a separate refrigerator used solely for the storage of medication;
- (3) Access to medication storage keys will be limited to the principal and designated personnel.

e. Designated personnel will be responsible for monitoring all medication supplies and for ensuring medication is secure at all times, not left unattended after administering and that the medication container is properly sealed and returned to storage.

f. In the event medication is running low or an inadequate dosage is on hand to administer the medication, the designated personnel will notify the student's parent or guardian or the student (in situations involving ORS 109.610, 109.640 and 109.675) immediately.

9. Emergency Response

a. Designated personnel will notify 911 or other appropriate emergency medical response systems and administer first aid as necessary in the event of life-threatening side effects that result from district-administered medication or from student self-medication or allergic reactions. The parent or guardian, school nurse and principal will be notified immediately.

b. Minor adverse reactions that result from district-administered medication or from student self-medication will be reported to the parent or guardian immediately, except when the student is allowed to seek medical care without parental consent pursuant to ORS 109.610, 109.640 or 109.675.

c. Any available district staff will immediately call 911 and the student's parent or guardian if the designated personnel believes the student is experiencing symptoms of adrenal crisis and plans to administer medication.

10. Disposal of Medications

a. Medication not picked up by the student's parent or guardian, or the student when allowed pursuant to ORS 109.610, 109.640 and 109.675, at the end of the school year or within five school days of the end of the medication period, whichever is earlier, will be disposed of by designated personnel in a nonrecoverable fashion as follows:

- (1) Medication will be removed from its original container and personal information will be destroyed;
- (2) Solid medications will be crushed, mixed or dissolved in water and liquid medications will be mixed or dissolved in water; and
- (3) Mixed with an undesirable substance, e.g., coffee grounds, kitty litter, flour; and
- (4) Placed in impermeable, nondescriptive containers, e.g., empty cans or sealable bags; and
- (5) Placed in the trash.

Prescriptions will be flushed down the toilet **only** if the accompanying patient information specifically instructs it is safe to do so.

- D** Other medication will be disposed of in accordance with established training procedures including sharps and glass.
- b. All medication will be disposed of by designated personnel in the presence of another school employee and documented as described in 10. below.

11. Transcribing, Recording and Record Keeping

- a. A medication log will be maintained for each student administered medication by the district. The medication log will include, but not be limited to:
- (1) The name of the student, name of the medication, dosage, method of administration, date and time of administration, frequency of administration and the name of the person administering the medication;
 - (2) Student refusals of medication;
 - (3) Errors in administration of medication;
 - (4) Incidents of emergency and minor adverse reaction by a student to medication;
 - (5) Discrepancies in medication supply;
 - (6) Disposal of medication including date, quantity, manner in which the medication was destroyed and the signature of the school staff involved.
- b. All records relating to administration of medications, including permissions and written instructions, will be maintained in a separate, medical file apart from the student's education records file unless otherwise related to the student's educational placement and/or individualized education program. Records will be retained in accordance with applicable provisions of OAR 166-414-0010(17) and OAR 166-400-0060(29).
- c. Student health information will be kept confidential. Access shall be limited to those designated personnel authorized to administer medication to students, the student and their parent or guardian. Information may be shared with other staff with a legitimate educational interest in the student or others as may be authorized by the parent or guardian in writing or others as allowed under state and federal law.

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Azalea Middle School

505 Pacific Ave
Brookings, OR 97415
541-469-7427

Vickie Nigh, Principal
Matt Bennett, Assistant Principal

May 25 Board Report

State Testing:

We've successfully completed all our state testing in math, language arts, and eighth-grade science. A total of eleven students opted out of testing, but overall, everything went smoothly thanks to the fantastic organization and efforts of Mr. Bennett and our wonderful staff.

Sports - Spring Track & Field

In sports, our Spring Track & Field team has had an incredible turnout this year with 82 students participating! A big shout-out to Karissa and her coaching staff for their dedication. It's inspiring to see so many students trying new things, and we have some remarkable talents among them. I'm thrilled to announce that Elias Haro is ranked in the top 3 in the state for the 200m hurdles, Tyler Camp is in the top 5 for the 200m hurdles, and Leila Newman is doing great in both the 800 and 1500, ranking 8th and 7th respectively. They'll be heading to the Oregon Middle School Meet of Champions next week.

Health/PE Adoption

On the curriculum front, our Health and PE teachers have been hard at work researching and recommending a new health curriculum called Living Well, Human Kinetics. This will align us better with the high school's programs and meet the needs of our students and teachers.

Music Program

Our music teacher, Ms. Lee is doing exceptional work with the students at Azalea Middle School. I have enjoyed the opportunities I have had to listen to choir sing, band and orchestra learn their music assembles. We have our Spring music concert 5/14/25 in the Azalea Middle School Gym, starting at 6:30pm. We are also looking forward to music in the park on May 20th.

Staff Appreciation Week

Monday-Staff had a variety of bagels cream cheese, breakfast treats, coffee, flavored creamer, ect

Tuesday-Subway Sandwiches, PTO provided different salads, chips

Wednesday-Edward Jones (Nathan H.) Wild River Pizza

Thursday-Dessert Day: candy, cakes, cookies, gluten free cake, sugar free cookies and sugar free candy

Friday-La Flor Mexican Restaurant provided a taco bar, chips and salsa

Friday afternoon we released staff at 3:30

We have a great staff at Azalea Middle School!

Attendance-Month of April

6th grade- 91.63%

7th grade- 90.34%

8th grade- 91.24%

Average attendance-91.07%



BROOKINGS-HARBOR
"Every Student Can Succeed"



Department of Special Programs
Lynn Schiermeyer, Director of Special Programs

Brookings Harbor School District
629 Easy St. Brookings, OR 97415

Phone 541-412-1488

Fax 541-469-6599

www.brookings.k12.or.us

May 13, 2025

As we near the end of statewide testing, a subset of testing is not always reported on. Every year students identified as English Language Learners (ELL) must take assessments that measure their ability to read, write, listen, and speak English. This test is called the ELPA (English Language Proficiency Assessment). To be found proficient, you must score within the Proficient Range on all four assessments. A student is considered to be Progressing, if they are near proficiency but have not quite met those standards in each area.

If students demonstrate Proficiency, they no longer receive ELD services. However, they are monitored for the next four years to ensure they maintain their skills and effectively are able to access grade-level content.

Finally, we have students who qualify for English Language services and special education services. It is our responsibility to ensure that students are assessed using tools that are not impeded by language barriers and/or are assessed in their native language.

BHSD Data:

Number of students receiving English Language services	31
Demonstrated Proficiency on ELPA	3
Demonstrated "Progressing" on ELPA	27
Monitored Students	12
Students who also qualify for Special Education	7

Sincerely,

Lynn Schiermeyer
Director of Special Programs



Maintenance Department

750 Fern Avenue
Brookings, OR 97415
541 469-7131

Fax 541 469-6599

www.brookings.k12.or.us

To: Brookings Harbor 17C School Board

Re: Maintenance Report May 14th, 2025

Umpqua Sheet Metal replaced 3 circuit boards on mini splits that had EL 01 communication errors. 2 were at Kalmiopsis in rooms 4 and 16. The other one was at Azalea room 4

Brookings Glass replaced the broken windows at Kalmiopsis

Starting to prepare for the upcoming Graduation of the Class of 2025 on the 31st

Also getting ready for District Track on the 21st and 22nd along with possible home playoff games for softball/baseball

Had our Quarterly Safety walk through of the District on the 14th

We have been completing and closing out our School Dudes as they come in

We will be re roofing the Wood Shop area at the High School. This includes the 2 classrooms that are in that area

Getting ready for Summer Projects

Jess Beaman

Maintenance Director

Brookings-Harbor School District 17C

Transportation Department

750 Fern Avenue
Brookings, OR 97415
541-469-2666
Fax 541-469-2098

To: Brookings Harbor Schools 17C School Board
Re: Transportation Board Report May 2025

The Transportation department had 58 trips scheduled for the month of May, along with 34 scheduled absences scheduled by staff. The end of the year is coming fast and everyone is scrambling for end of year trips, we have been handling the situation quite well.

Bus 63 was auctioned off successfully so now all the buses in the fleet meet the requirements for the emissions standards for the State of Oregon and DOT.

Bus 72 is still down for maintenance, awaiting a Western Bus mechanic coming down from Boring Oregon.



BROOKINGS-HARBOR
"Every Student Can Succeed"

Respectfully,

Michael Knight
Director of Transportation



Brookings-Harbor School District

629 Easy St.

Brookings, OR 97415

541 469-7443

Fax 541 469-6599

www.brookings.k12.or.us

Food Services May 2025 Board Report

Meals Served in April 2025

School	Breakfasts	Lunches
Kalmiopsis Elementary	6,107	7,883
Azalea Middle School	1,989	4,346
Brookings-Harbor High School	1,365	2,867

I have recently secured "Your Tuna Connection" with new owners Don Gilbert and Susan Catto to come into the highschool and azalea during lunch time to hand out local canned tuna to the students while providing information, a video of their work, and to answer questions.

As we prepare to close down the kitchens for the summer I am preparing to kick off the summer foods program on June 9th. The following attachments show our free/reduced numbers per the state, our summer foods flyer, summer food menu, BOB the bus route and menu, and kinder academy menu. We will have a new and fun kitchen crew to work this extravagant operation.

At this time we have spent over \$36k out of the \$50k that was awarded to us through the competitive farm to school grant. Our recent reimbursement came back and it shows that the state has added \$10,375 to our grant to spend! One of our newest local foods we have connected with is Brookings Pickled Goodies owned by Dean and Suzi Andres. We used their pickled goodies and made an anti-pasta dish for all three schools' salad bars. Little Miss Mary's Bakery provided us with assorted artisan breads, cinnamon rolls, and assorted muffins.

~ Cindy Devos



FREE MEALS FOR AGES 1-18 YEARS OF AGE WHAT IS THE SUMMER FOOD SERVICE PROGRAM?

The summer food service program provides healthy meals to children ages 1-18 free. With summer meals, children continue to get the nutrition they need to learn, play, and grow when school is out.

Children that attend camps, tournaments, practices, playing outside, visiting from out of town or state, summer school, clubs, and just hanging out with friends are all welcome to participate **AT NO COST!** We welcome all to join us at the Brookings Harbor Highschool Cafeteria where children can enjoy our famous salad bar and fun meals.



WHERE: Entrance is located at the Brookings High School back parking lot. (629 Easy St. Brookings)
Look for the big banner and signs.

Who: All Children ages 1-18. Parents/Guardians, family members, Siblings, and Babysitters are welcome to join for \$4.00 for Breakfast and \$6 for Lunch (Adults are not allowed to eat off their child's plate)

WHEN: June 9th-July 31 MONDAY-THURSDAY

TIME: Breakfast served at 7:45-9:00 and Lunch starts at 10:45- 12:00



Please call or email Cindy Devos at (541)469-2108 x 8, cindyd@brookings.k12.or.us with any questions about the summer food program.

"This institution is an equal opportunity provider"



Summer Foods 2025



June



	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
Breakfast 7:45-9:00	9 Breakfast Burrito Cereal	10 Yogurt Parfait Cereal	11 Biscuit N Gravy Cereal	12 Breakfast Bar W/String Cheese Cereal
Lunch 10:45-12:00	Chicken Strips Soft Pretzel Fruit Cup	Walking Tacos Street Corn Salad	Chili Dogs Mac Salad	Shrimp Po'boy Chips
Breakfast 7:45-9:00	16 Pancake on a Stick Cereal	17 Cinnamon Roll Cereal	18 Breakfast Pizza Cereal	19 Sorry - We're CLOSED
Lunch 10:45-12:00	Old Fashion Burger Tots	Chicken Quesadilla	Turkey Club Sub Chips	
Breakfast 7:45-9:00	23 Bagel N Cream Cheese Cereal	24 Parfait Cup Cereal	25 Biscuit N Gravy Cereal	26 Muffin W/Cheese Stick Cereal
Lunch 10:45-12:00	Corndog	Bean and Cheese Burrito	Teriyaki Chicken Bowl	Peanut and Jelly Uncrustable

Breakfast includes but not limited to; assorted fruit, assorted juice, and 1% white or chocolate milk.



Lunch includes but not limited to two salad bars; assortment of vegetables, fruits, legumes, cheeses, meats, condiments, and 1% white milk or non fat chocolate milk.



Parents and Guardians are welcome to purchase a meal to eat with their children. Parents and Guardians **"MAY NOT"** at any time eat off their child's plate even if the child is done eating. Children 1-18 eat free and

ADULTS \$4.00 BREAKFAST
\$6.00 LUNCH

"This institution is an equal opportunity provider"



1 cup of milk



1 slice of bread



3/4 cp fruit and Veggies



2oz of Meat/Meat Alt.

Daily Nutritional needs to Laugh, Learn, and Play





SUMMER FOODS 2025



	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
Breakfast 7:45-9:00	30 Breakfast Burrito Cereal	1 Pancake on a Stick Cereal	2 Breakfast Pizza Cereal	3 Red, White, Blue Parfait Cup Cereal
Lunch 10:45-12:00	Piggy Nachos	Loaded Tots /W Roll Fruit Salad	Sloppy Joe Potato Salad Ice Cream	Chicken Salad Sandwich Chips
Breakfast 7:45-9:00	7 Sunrise Sandwich Cereal	8 Bagel and Cream Cheese Cereal	9 Biscuit N Gravy Cereal	10 Muffin Cereal
Lunch 10:45-12:00	Fish Sticks With Soft Pretzel	Pizza Sandwich	Beef Burrito Pico De Gallo Ice Cream	Combo Sub Chips
Breakfast 7:45-9:00	14 Breakfast Burrito Cereal	15 Pancake on a Stick Cereal	16 Breakfast Pizza Cereal	17 Peach Parfait Cereal
Lunch 10:45-12:00	Corndog	Chicken Bowl Broccoli Salad	Meaty Lasagna W/Roll Grapes Ice Cream	Ham Sandwich Chips
Breakfast 7:45-9:00	21 Sunrise Sandwich Cereal	22 Bagel and Cream Cheese Cereal	23 Biscuit N Gravy Cereal	24 Muffin Cereal
Lunch 10:45-12:00	Pulled Pork Sandwiches Coleslaw	Italian Grinder Chips	Chicken Club Sandwich Mac Salad Ice Cream	Monte Cristo
Breakfast 7:45-9:00	28 Breakfast Burrito Cereal	29 Pancake on a Stick Cereal	30 Breakfast Pizza Cereal	31 Strawberry Parfait Cereal
Lunch 10:45-12:00	Sweet N Sour Meatball Bowl	Walking Tacos Street Corn Salad	Dress the Dog	Tuna Salad on Croissant Cheeze Its

Breakfast includes but not limited to; assorted fruit, assorted juice, and 1% white or chocolate milk.

Lunch includes but not limited to two salad bars; assortment of vegetables, fruits, legumes, cheeses, meats, homemade salads, and croutons. 1% white milk or non Fat Chocolate.

ADULT BREAKFAST \$4
ADULT LUNCH \$6



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BOB The Watermelon Bus 2025 MENU



Wednesday July 2
Chicken Salad Sandwich Potato Salad Chips Apple Or Applesauce Carrots white or Chocolate Milk

Wednesday July 30
Tuna Salad on Croissant Cheeze It Orange Smiles or Applesauce Celery Sticks White or Chocolate Milk

WEDNESDAY July 9
Combo Sub Chips Melon or Applesauce Celery Stick white or Chocolate Milk

Wednesday July 23
Chicken Club Sandwich Mac Salad Fruit Salad or Applesauce Cucumber Spears white or Chocolate Milk

Wednesday July 16th
Ham Sandwich Broccoli Salad Grapes or Applesauce Cucumber Spears white or Chocolate Milk

WEDNESDAY ONLY

10:45-12:20

10:45-11:05 Checto Community Public Library

11:10-11:30 Harbor Fire Department

11:35-11:55 Kemp Auto

12:00-12:20 Azalea Park





B.O.B IS BACK
SUMMER FOODS “DINE- IN” BUS
ROUTE

STARTING JULY 2ND (WEDNESDAY’S ONLY)

ENDING JULY 30TH

10:45-12:20

10:45-11:05 Chetco Community Public Library

11:10-11:30 Harbor Fire Department

11:35-11:55 Kemp Auto

12:00-12:20 Azalea Park

Summer Foods Start June 9th- July 31st

Located at Brookings Harbor High School Cafeteria 629 Easy St.

“Brookings Harbor School District is an Equal opportunity provider”



Technology Department

629 Easy Street (Mailing)

580 Fern Ave (Physical)

Brookings, OR 97415

541 469-7443

Fax 541 469-6599

www.brookings.k12.or.us

May 2025 Board Report

During the month of April, the IT department received 200 new tickets and closed 179 open tickets. So far in May we have received 83 new tickets.

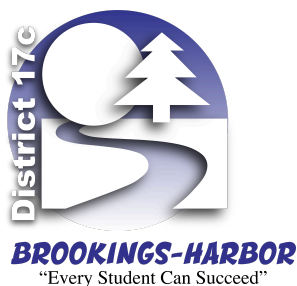
We recently received the final approvals and funding commitments from Erate for our selected vendors for both the network connectivity services and the network equipment we will be purchasing in this final year of the current funding cycle of the program. We will be moving our internet services over to Beacon Broadband beginning July 1, 2025. We will also be installing any newly purchased network equipment during the Summer Break.

This week, I was able to attend a Cyber Security Summit sponsored by Curry County. There was a lot of great information shared about protecting our network and devices from a cyber attack as well as proactively preparing for a cyber security incident. I also made some connections with several groups that can provide us with free resources to both help us identify and correct our network vulnerabilities as well as assist in dealing with a cyber security incident. The next steps will be to take what I learned to continue to identify and correct any network risks and create a cyber security incident response plan.

As the end of the year approaches, we are busy planning our list of summer IT projects. As always, our goal is to work on projects that will help us have a smooth beginning to the next school year as well as working on changes to the network that might be a disruption to the network and more difficult to do during the school year.

Sincerely,

Bruce Raleigh
Director of Technology



Brookings-Harbor School District

629 Easy Street
Brookings, OR 97415
541 469-7443
Fax 541 469-6599
www.brookings.k12.or.us

Athletics & Activities

May 2025 Board Report

Spring activities are coming to a close, with several programs and students making it to postseason competition. Everyone has truly put in a ton of time and energy to get this far and show off what they can do.

Azalea track athletes competed at districts in Siuslaw. Several kids PR'd and some even qualified for the Meet of Champions, which is a statewide middle school competition. They were able to host 3 meets this year at home which truly made for a great season of not a ton of travel.

HS music sent several programs to state level competitions. Choir and Orchestra competed and continue to grow and get better each year. We look forward to seeing that program march in the upcoming parade.

HS golf sent several athletes to districts with one senior boy qualifying for state. He finished third and will look to cap off a tremendous HS career with a great showing in Corvallis. One of our girls finished the first day 12th and battled all the way back to finish 7th overall, only 4 strokes out of qualifying for state. Congrats to all!

HS softball and baseball are in the home stretch and both are eying postseason. Softball is already guaranteed a spot, while baseball needs to cap off the last three games strong to get in. Days, times and opponents for the post season will be announced late on the evening of May 22nd.

Last, but certainly not least, HS track is about preparing to compete at district, which incase you live under a rock.... is here this year. For two days next week our stands and facility will be filled with the best 3a track and field athletes in southern Oregon with a chance to make it to Heyward Field at UofO. Come on out and support the Bruins in an exciting and packed event.

Special thanks to all who will be volunteering their time and energy at the meet to put on a great spectacle.

GO BRUINS!

Keith Wallin, Athletics & Activities Director



Brookings-Harbor School District

629 Easy St.
Brookings, OR 97415
541 469-7443
Fax 541 469-6599
www.brookings.k12.or.us

District Communications May 2025

Year-End Celebrations

Late May is a joyful and celebratory time across our schools. The communications team supports and promotes key events including Student Achievement Night, Scholarship Night, and final athletic competitions. These events highlight the remarkable accomplishments of our students and staff as we close out the school year.

Graduation 2025

Brookings-Harbor High School will celebrate the Class of 2025 with an outdoor commencement ceremony on Saturday, May 31, from 2 to 4 p.m. at Lundeen Field in Azalea Park. This year's graduating class includes 80 candidates for graduation.

The Class of 2025 Valedictorians are Avery Nidiffer and Lucas Vanderlip. Lillian Walker has been named Salutatorian.

Students earning Honors Diplomas this year include: Devan Downing; River Harris; Rayna Hayes; Owen Kolp; Elizabeth Love; Abigail Phillippe; Daisy Sandefur; Lily Sandefur; Aleena Solomon; and Noah Speir. Honors Diploma recipients complete rigorous coursework including advanced mathematics, science, and college-level dual credit courses.

Congratulations to all graduates and their families!

Teacher and Staff Recognition

Congratulations to Kristy Kleespies, voted Teacher of the Year, and Tina Peters, voted Staff Member of the Year by BHHS students. We are grateful for their continued dedication, compassion, and excellence in serving our school community. Both are slated to speak to the graduating class during the ceremony.

Communications Role

Communications continues to support year-end messaging, graduation materials, photography, and event coverage. A digital gallery for the 2025 Commencement Ceremony will be available online following the event, and local newspapers will run special graduation commemorative sections with photos of the senior class.

Nancy Raskauskas-Coons, Communications Coordinator

Stay Connected: Brookings-Harbor School District: Web: brookings.k12.or.us/; Social: facebook.com/BHSD17C/

Kalmiopsis Elementary

May 2025 Board Report
Kalmiopsis Elementary School

BHSD Board Statement: Student success is GRIT: the ability to develop curiosity, persevere, have a greater purpose, advocate for oneself, and continually nurture a growth mindset.

BHSD District Goal is to improve student achievement.

Kalmiopsis School Improvement Goal - Improving ELA/Math Scores

After-school Tutoring:

Tutoring after school continues to be successful. Students are highly engaged in learning reading skills while also building relationships with staff members who incorporate games into learning.

Teachers continue to work with this program after school to continue its development and improvement.

Reading:

Dibels Testing is happening this week for the end of the year measures. 100% meetings will be the week of May 19, 2025.

The reading specialist is pulling those students to work with them one on one or in very small groups.

The reading specialist has been working with these students consistently. She has also been taking data on the interventions being used as well as taking notes on outcomes.

What's working and/or not working:

1. Reading

a. Working:

- i. Students are receiving services in the reading lab and groups have been made based on the most recent data
- ii. Students have been moved as necessary according to the most recent data
- iii. New interventions are being used to meet students to help them improve

b. Not working:

- i. Biggest trend we have identified is that students who continue to be in the red for reading have little to no support at home with reading. They continue to struggle despite many resources being provided at school.

2. Math

a. Working:

- i. Students are in the middle of the math growth measure test with HMH. preliminary results show positive results.

b. Not working:

- i. Similar to reading, students who do math practice at home with parents have a higher chance of doing well in math in school.

Next Steps:

1. Reading

- a. Look at Dibels results
- b. Look at state testing results for 3-5.

2. Math

- a. Look at HMH Growth measure results
- b. Look at state testing results for 3-5

TAG Program:

Look at state testing results for potential new TAG.

BHSD Board Statement: Student success is GRIT: the ability to develop curiosity, persevere, have a greater purpose, advocate for oneself, and continually nurture a growth mindset.

BHSD District Goal is to improve student social and emotional learning

Kalmiopsis School Improvement Goal- **K-12 students' growth mindset and self-efficacy will grow by 2% using the Panorama student-emotional learning screener by June of each year and 8% overall by 2026.**

New Programs:

K-2 will attend a writing training May 21, 2025. We are looking at K-5 writing alignment with our new writing committee.

Data Points or Activities:

1. Golden Awards
2. I noticed tickets - **we modified these to increase use**
3. Attendance Challenge
4. Joke Box
5. Attendance reward and post
6. Assemblies

What's working and/or not working:

We will continue with 1-6 above this year to recognize and show off positive behavior. We do assemblies to show off the amazing things the kids are doing and we recognize our model students as often as possible. We have continued with an Attendance Incentive and we post weekly attendance by classroom in the breezeway. Students have 12 days in their buckets to use. If they have not been out for more than 12 days of school they will attend the end of the year party with bounce houses and a BBQ on the back field. Attendance needs to be 93% for each student. All absences count as a day from school for whatever reason is a day absent.

Next Steps:

We will continue our activities and classrooms will be praised and rewarded for maintaining 93% attendance. We are awarding extra recess and fun activities for these classes. Students are able to recognize each other in classes by providing each other compliments during class meetings. **(continuing this)**

BHSD Board Statement: Recruiting, developing, and retaining high-quality staff is vital for student success. Fostering a culture of support with opportunities for growth and development empowers outstanding staff.

BHSD District's goal is to recruit and retain highly qualified employees.

Kalmiopsis Elementary School Improvement Goal: **Provide ongoing professional development to staff.**

Data Points:

1. Positive Discipline
2. PLC
3. HMH - math instruction
4. **PLC - Writing**

What's working and/or not working:

1. We continue our work building wide with Positive Discipline/Sound Discipline
 - Meetings: Tier 3 (as needed); Data; Classified Support - once per quarter
2. Grade level teams are already working through cycles for PLC. Grade levels are working on skills with students and checking regularly for progress. This has been **extremely** effective in dealing with Tier 1 behaviors and issues.
3. Teachers have been working together to improve their instructional practices with our new HMH curriculum, and have shared with each other how they intend
4. McGraw (ELA): We will have one of our teachers share how to do the online assessments - which model the state test - hoping this will increase scores on the state test.
5. We have added a new section within our PLC group that is dedicated to improving writing at our school. They are coming up with grade level appropriate goals for writing

and working together to build a program.

Next Steps:

1. Continue our work with sound discipline
2. Following the PLC calendar to keep everyone on track
3. Continuing to bring in the community for our engagement nights to get information out to families - working with PTO

We appreciate your continued support as we serve our students and families.

Thank you,
Carol Leonard, Principal
Nick Chapman, Assistant Principal

BROOKINGS HARBOR SCHOOL DISTRICT 17C
Revenue and Expenditure Summary/Projection (Unaudited)

April 30, 2025

	1st Quarter	1st Quarter	Last Year	Actual	2nd Quarter	Last Year	3rd Quarter	3rd Quarter	Last Year	Actual	Projected	Projected	4th Quarter	4th Quarter	Last Year	4th Quarter	Projected	2024-2025	Projected YTD
	Actual	% of Budget	% of Budget	October	% of Budget	% of Budget	Actual	% of Budget	% of Budget	April	May	June	Projected YTD	as % of Budget	% of Budget	Projected YTD	YTD Total	Budget	as % of Budget
REVENUES																			
*Property Taxes	0	0.0%	3.4%	33,224	87.6%	96.7%	549,155	95.3%	101.94%	157,611	30,000	30,000	217,611	98.3%	105.90%	217,611	7,082,463	7,206,081	98.3%
Other Local	111,182	21.8%	34.2%	40,911	49.1%	85.8%	109,551	70.7%	131.00%	32,551	25,000	65,000	122,551	94.7%	168.24%	122,551	482,521	509,500	94.7%
*Intermediate Sources (Cnty Sch Fund)	142,793	98.5%	95.8%	0	98.5%	95.8%	0	98.5%	95.84%	0	0	0	0	98.5%	95.84%	0	142,793	145,000	98.5%
ESD Flow-Thru	0	0.0%	0.0%	0	0.0%	0.0%	0	0.0%	0.00%	0	0	480,000	480,000	96.0%	83.74%	480,000	480,000	500,000	96.0%
*State School Fund	3,054,608	33.3%	35.0%	763,423	58.2%	61.3%	2,295,362	83.3%	87.49%	768,516	672,055	0	1,440,571	99.0%	102.20%	1,440,571	9,080,810	9,176,897	99.0%
*State Srcs (St Timber, Common Sch Fund)	0	0.0%	0.0%	0	0.0%	0.0%	92,033	51.7%	47.63%	0	0	88,958	88,958	101.7%	95.26%	88,958	180,991	177,915	101.7%
Federal Forest fees	0	0.0%	0.0%	0	0.0%	0.0%	0	0.0%	0.00%	0	265,000	0	265,000	100.0%	105.41%	265,000	265,000	265,000	100.0%
Sale of Fixed Assets	4,940	32.9%	0.0%	0	56.6%	0.0%	1,126	64.1%	0.00%	0	0	5,384	5,384	100.0%	100.00%	5,384	15,000	15,000	100.0%
Beginning fund balance	3,916,434	105.8%	118.9%	0	105.8%	118.9%	0	105.8%	118.86%	0	0	0	0	105.8%	118.86%	0	3,916,434	3,700,000	105.8%
Total Period Revenues	7,229,957			837,559			3,055,909			958,679	992,055	669,342	2,620,076			2,620,076	21,646,011		
Cumulative Revenues	7,229,957	33.3%	31.7%	8,067,516	73.7%	75.0%	19,034,618	87.7%	90.1%	19,993,297	20,985,352	21,654,694	21,654,694	99.8%	100.8%	21,654,694	21,646,011	21,695,393	99.8%
*Offset State Revenue Formula																			

EXPENDITURES by Object

Salaries	1,259,910	13.5%	13.46%	793,597	38.6%	38.17%	2,322,872	63.6%	62.34%	773,743	810,000	1,654,292	3,238,035	98.3%	95.92%	3,238,035	9,158,935	9,314,513	98.3%
Employee Benefits	682,621	12.1%	11.44%	458,602	35.8%	34.06%	1,341,884	59.6%	56.63%	456,458	465,000	1,150,000	2,071,458	96.2%	90.43%	2,071,458	5,438,061	5,650,091	96.2%
Purchased Services	243,882	15.3%	15.35%	132,735	38.3%	44.92%	533,529	71.7%	78.41%	212,532	160,000	275,000	647,532	112.2%	113.91%	647,532	1,793,475	1,598,210	112.2%
Supplies/Materials	100,710	11.5%	22.89%	67,742	34.9%	46.61%	193,154	57.0%	64.72%	50,954	80,000	200,000	330,954	94.7%	143.56%	330,954	830,713	877,500	94.7%
Other Objects	391,190	92.7%	103.62%	2,391	93.9%	105.12%	2,028	94.4%	108.02%	1,140	3,500	17,348	21,988	99.6%	119.06%	21,988	420,394	421,958	99.6%
Transfers	1,131,000	100.0%	100.00%	0	100.0%	100.00%	0	100.0%	100.00%	0	0	0	0	100.0%	100.00%	0	1,131,000	1,131,000	100.0%
Contingency & Reserves	0	0.0%	0.00%	0	0.0%	0.00%	0	0.0%	0.00%	0	0	2,702,121	2,702,121	100.0%	100.00%	2,702,121	2,702,121	2,702,121	100.0%
Total Period Expenditures	3,809,314			1,455,068			4,393,467	57.4%	54.9%	1,494,827	1,518,500	5,998,761	9,012,088	99.0%	93.2%	9,012,088	21,474,698	21,695,393	99.0%
Cumulative Expenditures	3,809,314	17.6%	11.8%	5,264,382	37.2%	36.5%	12,462,610			13,957,437	15,475,937	21,474,698	21,474,698			21,474,698			
Month-end Fund Balance	3,420,643			2,803,134			6,572,008			6,035,860	5,509,415	179,995	179,995			179,995	171,313	0	

Informational only:

EXPENDITURES by Function

Instruction	752,086	8.3%	8.20%	753,184	32.3%	32.48%	2,295,183	57.6%	56.21%	753,482	803,000	2,185,000	3,741,482	98.7%	97.63%	3,741,482	8,974,539	9,092,554	98.7%
Supporting Services	1,926,228	22.0%	23.36%	701,884	45.6%	46.76%	2,098,285	69.5%	70.40%	741,346	715,500	1,086,640	2,543,486	98.5%	99.88%	2,543,486	8,642,035	8,769,718	98.5%
Other Uses	1,131,000	100.0%	100.00%	0	100.0%	100.00%	0	100.0%	100.00%	0	0	0	0	100.0%	100.00%	0	1,131,000	1,131,000	100.0%
Contingency & Reserves	0	0.0%	0.00%	0	0.0%	0.00%	0	0.0%	0.00%	0	0	2,702,121	2,702,121	100.0%	100.00%	2,702,121	2,702,121	2,702,121	100.0%
Total Period Expenditures	3,809,314	17.6%	11.8%	1,455,068	37.2%	36.5%	4,393,466	57.4%	54.9%	1,494,827	1,518,500	5,973,761	8,987,088	98.9%	93.2%	8,987,089	21,449,693	21,695,393	98.9%

Brookings-Harbor School District

Enrollment Comparison 2024-2025 /2023-2024/2022-2023

Current as of May 14, 2025

Grade	September			October			November			December			January			February			March			April			May			June				
	2024	2023	2022	2024	2023	2022	2024	2023	2022	2024	2023	2022	2025	2024	2023	2025	2024	2023	2025	2024	2023	2025	2024	2023	2025	2024	2023	2024	2023	2022		
K	80	87	104	81	88	103	81	89	107	80	88	106	81	87	109	81	88	108	81	87	107	82	83	109	83	83	109	83	109	83	108	99
1	86	101	106	87	101	106	86	102	106	87	103	103	86	103	102	86	103	100	89	103	101	89	102	101	91	100	100	98	101	94		
2	103	92	100	100	92	100	100	91	100	100	91	98	103	92	95	102	92	97	102	93	97	101	94	95	103	95	95	94	98	91		
3	98	89	97	96	89	97	97	92	98	97	90	98	98	91	97	100	89	91	99	89	91	101	88	92	102	87	92	86	93	86		
4	88	89	86	87	90	86	87	89	86	85	86	86	84	87	85	85	87	84	84	86	88	85	88	85	83	85	87	84	86	84	114	
5	94	86	122	94	86	123	93	86	124	95	85	125	94	85	126	91	85	126	90	84	126	89	83	127	87	83	126	84	125	91		
	549	544	615	545	546	615	544	549	621	544	543	616	546	545	614	545	544	606	545	542	610	547	538	609	549	535	606	531	609	575		
6	91	126	94	91	124	93	89	125	94	88	125	94	88	124	96	88	124	93	87	122	97	87	122	96	89	122	96	121	95	133		
7	133	94	140	133	94	139	128	92	139	127	90	135	127	89	134	127	88	132	128	85	133	129	85	132	125	84	132	83	128	103		
8	87	129	110	84	128	110	83	127	105	81	121	106	84	119	109	82	117	107	83	117	109	81	120	108	81	120	108	117	108	108		
	311	349	344	308	346	342	300	344	338	296	336	335	299	332	339	297	329	332	298	324	339	297	327	336	295	326	336	321	331	344		
9	123	112	121	123	112	121	122	112	121	119	112	120	117	109	120	109	109	119	107	104	118	102	102	116	101	101	113	100	110	111		
10	102	116	116	102	116	114	101	119	114	101	117	113	97	118	110	91	115	109	91	115	108	90	115	108	88	113	105	111	102	112		
11	108	106	111	108	107	111	105	105	111	105	103	110	102	105	107	100	103	105	96	101	107	96	100	104	95	99	106	96	103	98		
12	106	113	107	101	116	102	103	115	101	103	115	101	100	112	98	95	107	99	91	107	98	92	107	97	88	109	97	108	95	121		
	439	447	455	434	451	448	431	451	447	428	447	444	416	444	435	395	434	432	385	427	431	380	424	425	372	422	421	415	410	442		
Total	1299	1340	1414	1287	1343	1405	1275	1344	1406	1268	1326	1395	1261	1321	1388	1237	1307	1370	1228	1293	1380	1224	1289	1370	1216	1283	1363	1267	1350	1361		

Brookings-Harbor School District 17C

Code: AC
Adopted: 6/05/95
Revised/Readopted: 10/22/03; 4/15/09; 3/04/10;
10/16/13; 11/18/15; 3/07/18;
11/20/19; 12/15/21; 9/18/24
Orig. Code: AC

Nondiscrimination and Civil Rights

The district does not discriminate on any basis listed below and prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race¹, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates.

The district prohibits discrimination and harassment in, but not limited to, employment, assignment and promotion of personnel; educational opportunities and services offered students; student assignment to schools and classes; student discipline; location and use of facilities; educational offerings and materials; and accommodating the public at public meetings.

The Board encourages staff to improve human relations within the schools, to respect all individuals and to establish channels through which patrons can communicate their concerns to the administration and the Board.

The superintendent shall appoint individuals at the district to contact on issues concerning the Americans with Disabilities Act and Americans with Disabilities Act Amendments Act (ADA), Section 504 of the Rehabilitation Act, Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments, and other civil rights or discrimination issues, and notify students, parents, and staff with their names, office addresses, and phone numbers. The district will publish complaint procedures providing for prompt and equitable resolution of complaints from students, employees and the public, and such procedures will be available at the district's administrative office and available on the home page of the district's website.

The district prohibits retaliation and discrimination against an individual who has opposed any discrimination act or practice; because that person has filed a charge, testified, assisted or participated in an investigation, proceeding or hearing; and further prohibits anyone from coercing, intimidating, threatening or interfering with an individual for exercising any rights guaranteed under state and federal law.

Any complaint alleging discrimination may be made to any civil rights coordinator and will be processed in accordance with administrative regulation AC-AR - Discrimination Complaint Procedure. Depending on the nature of the complaint, additional requirements may apply.

¹ Includes discriminatory use of a Native American mascot pursuant to OAR 581-021-0047. "Race" also includes physical characteristics that are historically associated with race, including but not limited to natural hair, hair texture, hair type and protective hairstyles as defined by ORS 659A.001.

The district will document and track:

1. All reports of discrimination received by the district and all responses to those reports issued by the district, including any investigations completed and remedies provided; and
2. The training completed by each civil rights coordinator.

Civil Rights Coordinator

The civil rights coordinator(s) will:

1. Be knowledgeable of the requirements in OARs 581-021-0038, 581-021-0045, 581-021-0046, and 581-021-0660;
2. Have the independence and authority necessary to carry out the provisions of OAR 581-021-0660;
3. Monitor, coordinate, and oversee district compliance with state and federal laws prohibiting discrimination in education, including ensuring the availability of, and providing to students and staff:
 - a. The notice of nondiscrimination² required by OAR 581-021-0045; and
 - b. The district written complaint process for making reports of discrimination.
4. Oversee and ensure the resolution of district investigations of complaints alleging and substantiating discrimination, including the provision of remedies designed to restore or preserve equal access to an education program or activity;
5. Provide guidance to district staff on civil rights issues in the district;
6. Respond to questions and concerns about civil rights in the district;
7. Coordinate efforts to prevent civil rights violations from occurring in the district; and
8. ³[Satisfy the training requirements in OAR 581-021-0660 (2)-(3)] [~~Satisfy the following training requirements:~~
 - a. ~~Upon initial designation, a civil rights coordinator must receive the following training in accordance with a schedule established by the Oregon Department of Education (ODE):~~
 - (1) ~~The meaning of discrimination under state and federal nondiscrimination law, including ORS 659.850, Title VI of the Civil Rights Act of 1964 Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990;~~
 - (2) ~~The duties of districts under state and federal nondiscrimination law, including ORS 342.700 to 342.708, ORS 659.850 and 659.855, Title VI of the Civil Rights Act of 1964,~~

² The notice of nondiscrimination will include the name or title, work address, email address, and phone number of each civil rights coordinator.

³ {OAR 581-021-0655(3)(a) requires the district adopt a policy including the requirements in OAR 581-021-0660, including the training requirements referenced and listed here. The district can meet this requirement by choosing either of the two bracketed options.}

- ~~Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the American's with Disabilities Act of 1990, those statutes' implementing rules and regulations, and determinations made by the Oregon Department of Education and the United States Department of Education's Office for Civil Rights;~~
 (3) ~~The coordinators required by Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, and those coordinators' duties;~~
 (4) ~~Identifying discrimination and reports of discrimination;~~
 (5) ~~Responding to reports of discrimination;~~
 (6) ~~Conducting civil rights investigations, including identifying conflicts of interest, and using strategies to mitigate conflicts of interest;~~
 (7) ~~Preventing discrimination in public school programs and activities;~~
 (8) ~~Identifying retaliation taken in response to reports of discrimination, responding to reports of such retaliation, and preventing such retaliation in public school programs and activities;~~
 (9) ~~Tracking and documenting reports of discrimination.~~

b. ~~In years subsequent to being designated a civil rights coordinator, a civil rights coordinator must annually receive the following training in accordance with a schedule established by ODE:~~

- (1) ~~The meaning of discrimination under state and federal nondiscrimination law, including ORS 659.850, Title VI of the Civil Rights Act of 1964 Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990;~~
 (2) ~~The duties of districts under state and federal nondiscrimination law, including ORS 342.700 to 342.708, ORS 659.850 and 659.855, Title VI of the Civil Rights Act of 1964, Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the American's with Disabilities Act of 1990, those statutes' implementing rules and regulations, and determinations made by the Oregon Department of Education and the United States Department of Education's Office for Civil Rights;~~
 (3) ~~The coordinators required by Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, and those coordinators' duties;~~

~~Reporting discrimination, and responding to reports of discrimination, including through complaint processes and investigations.⁴~~

END OF POLICY

Legal Reference(s):

ORS 174.100	ORS 659.805	ORS 659A.003
ORS 192.630	ORS 659.815	ORS 659A.006
ORS 326.051(1)(e)	ORS 659.850 - 659.860	ORS 659A.009
ORS 332.505	ORS 659.865	ORS 659A.029
ORS 408.230	ORS 659A.001	ORS 659A.030

⁴ Training must first be completed by June 30, 2025.

[ORS 659A.040](#)
[ORS 659A.103 - 659A.145](#)
[ORS 659A.230 - 659A.233](#)
[ORS 659A.236](#)
[ORS 659A.309](#)
[ORS 659A.321](#)

[ORS 659A.409](#)
[OAR 581-021-0045](#)
[OAR 581-021-0046](#)
[OAR 581-021-0047](#)
[OAR 581-021-0650 - 0665](#)
[OAR 581-022-2310](#)

[OAR 581-022-2370](#)
[OAR 581-075-0001 - 075-0005](#)
[OAR 581-075-0901](#)
[OAR 839-003](#)

Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-6107 (2018).

Age Discrimination in Employment Act of 1967, 29 U.S.C. §§ 621-633 (2018); 29 C.F.R Part 1626 (2019).

Americans with Disabilities Act/Americans with Disabilities Act Amendments Act, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Equal Pay Act of 1963, 29 U.S.C. § 206(d) (2018).

Rehabilitation Act of 1973, 29 U.S.C. §§ 791, 793-794 (2018); 34 C.F.R. Part 104 (2019).

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683, 1701, 1703-1705, 1720 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d (2018); 28 C.F.R. §§ 42.101-42.106 (2019).

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e (2018); 29 C.F.R. § 1601 (2019).

Wygant v. Jackson Bd. of Educ., 476 U.S. 267 (1989).

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 (2018); 29 C.F.R. Part 1635 (2019).

Brookings-Harbor School District 17C

Code: GBNAA/JHFF
Adopted: 4/15/20
Revised/Readopted: 12/15/21
Orig. Code(s): JHFF

Suspected Sexual Conduct with Students and Reporting Requirements

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers, and students⁴ are subject to this policy.

⁵“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

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

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

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

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

⁴ Student conduct may only be sexual conduct if the student is also an employee, contractor, agent, or volunteer.

⁵ This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

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

Any district employee [{}⁷], contractor, agent or volunteer] who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the [{}⁸]designated licensed administrator] or the [alternate designated licensed administrator], in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the [Director of Finance] who shall report the suspected sexual conduct to the Board chair.

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

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

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

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

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

⁷ {The following language in brackets, i.e., [, contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

⁸ {ORS 339.372 requires the district to have a policy that designates the licensed administrators and requires the district to post the names and contact information of the designees in the respective school building. A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

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

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

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

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

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

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

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

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

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

House Bill 4160 (2024).

Brookings-Harbor School District 17C

Code:
Adopted:

GCAA

Standards for Competent and Ethical Performance of Oregon Educators

[Application of Rules

1. Oregon Administrative Rules were adopted by the Teacher Standards and Practices Commission (TSPC) in accordance with Oregon Revised Statutes (ORS).
2. Oregon Administrative Rules (OAR) may be used as criteria by the TSPC in matters pertaining to the revocation or suspension of licenses issued by TSPC under Oregon law or the discipline of any license holder or any person who has held a license at any time within five years prior to issuance of the notice of charges under ORS.
3. The TSPC determines whether an educator's performance is ethical or competent in light of all the facts and circumstances surrounding the educator's performance as a whole.
4. The TSPC will promptly investigate complaints:
 - a. The TSPC may at its discretion defer action to charge an educator against whom a complaint has been filed under law when the investigation report indicates that disciplinary action against the educator is pending at the local district level or when criminal charges are pending or are likely to be filed against the educator. In considering whether to defer action to charge an educator, the TSPC shall consider all relevant circumstances including the nature and seriousness of the allegations and whether the educator is currently employed as a teacher or school administrator;
 - b. The executive secretary shall regularly inform the TSPC of the status of any complaints on which the TSPC has deferred action.]

Definitions

The following definitions apply to Oregon Administrative Rules unless otherwise indicated by context:

1. "Administrator": any educator who holds a valid Oregon administrative license or registration and who works in a position requiring an administrative license;
2. "Competent": discharging required duties as set forth in these rules;
3. "Educator": any licensed or registered or certified person who is authorized to be engaged in the instructional program including teaching, counseling, school psychology, administering and supervising;
4. "Ethical": conforming to the professional standards of conduct set forth in these rules;
5. "Sexual conduct": means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student that are:

- P**
- a. Sexual advances or requests for sexual favors directed toward the student; or
 - b. Of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with the student’s educational performance, or of creating an intimidating or hostile educational environment.

“Sexual conduct” does not include:

- R**
- a. Touching or other physical contact:
 - (1) That is necessitated by the nature of the district employee’s job duties or by the services required to be provided by the contractor, agent, or volunteer; and
 - (2) For which there is no sexual intent.
 - b. Verbal, written or electronic communications that are provided as part of an education program that meets the state educational standards or a policy approved by the Board
 - c. Conduct or communications described in above if the district employee, contractor, agent or volunteer is also a student and the conduct or communications:
 - (1) Arise out of a consensual relationship between students;
 - (2) Do not create an intimidating or hostile educational environment; and
 - (3) Are not prohibited by law, any policies of the district or any applicable employment agreements.

6. “Sexual harassment”: any unwelcome conduct with an individual which includes but is not limited to sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:

- O**
- a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment;
 - b. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
 - c. Such conduct unreasonably interferes with an individual’s work performance or creates an intimidating, hostile or offensive working environment.

7. “Teacher”: any person who holds a teacher’s license as provided in ORS 342.125.

8. “Student”: means any person who is:

- S**
- a. In any grade from kindergarten through grade 12; or
 - b. Twenty-one years of age or younger and receiving educational or related services from an education provider that is not a post-secondary institution of education; or
 - c. Who was previously known as a student by the person engaging in sexual conduct and who left school or graduated from high school within one calendar year prior to the sexual conduct.

The Competent Educator

The teacher or administrator demonstrates a commitment to:

- D**
1. Recognize the worth and dignity of all persons and respect for each individual;
 2. Encourage scholarship;

3. Promote democratic and inclusive citizenship;
4. Raise educational standards;
5. Use professional judgment; and
6. Promote equitable learning opportunities.

Curriculum and Instruction

The competent educator measures success by the progress of each student toward realization of personal potential as a worthy and effective citizen. The competent educator stimulates the spirit of inquiry, the acquisition of knowledge and understanding and the thoughtful formulation of goals as they are appropriate for each individual.

The competent teacher demonstrates:

1. Use of state- and district-adopted curriculum and goals;
2. Skill in setting instructional goals and objectives expressed as learning outcomes;
3. Use of current subject matter appropriate to the individual needs of students;
4. Use of students' growth and development patterns to adjust instruction to individual needs consistent with number of students and amount of time available; and
5. Skill in the selection and use of teaching techniques conducive to student learning.

The competent administrator demonstrates:

1. Skill in assisting individual staff members to become more competent educator by complying with federal, state and local law, rules and lawful and reasonable district policy and contracts;
2. Knowledge of curriculum and instruction appropriate to assignment;
3. Skill in implementing instructional programs through adequate communication with staff; and
4. Skill in identifying and initiating any needed change which helps each student toward realization of personal learning potential.

Supervision and Evaluation

The competent educator is a student of human behavior and uses this knowledge to provide a climate that is conducive to learning and that respects the rights of all persons without discrimination. The competent educator assumes responsibility for the activities planned and conducted through the district's program and assists colleagues to do the same. The competent educator gathers relevant information and uses it in the planning and evaluation of instructional activities.

The competent teacher demonstrates:

1. Multiple ways to assess the academic progress of individual students;

2. Skill in the application of assessment data to assist individual student growth;
3. Procedures for evaluating curriculum and instructional goals and practices;
4. Skill in the supervision of students; and
5. Skill in differentiating instruction.

The competent administrator demonstrates:

1. Skill in the use of assessment data to provide effective instructional programs;
2. Skill in the implementation of the district's student evaluation program;
3. Skill in providing equal opportunity for all students and staff; and
4. Skill in the use of employee and leadership techniques appropriate to the assignment and according to well-established standards which ensure due process for the staff for which the administrator is responsible for evaluating.

Management Skills

The competent educator is a person who understands students and is able to relate to them in constructive and culturally competent ways. The competent educator establishes and maintains good rapport. The competent educator maintains and uses records as required and as needed to assist the growth of students.

The competent teacher demonstrates skills in:

1. Establishing and maintaining classroom management that is conducive to learning;
2. Using and maintaining district property, equipment and materials appropriately;
3. Using and maintaining student records as required by federal and state law and district policies and procedures;
4. Using district and school business and financial procedures; and
5. Using district lawful and reasonable rules and regulations.

The competent administrator demonstrates:

1. Leadership skills in managing the school, its students, staff and programs as required by lawful and reasonable district policies, rules and regulations, state and federal laws and regulations and other programs as assigned and assures that staff is informed of these requirements; and
2. Skills in planning and staff assignment.

Human Relations and Communications

The competent educator works effectively with others — students, staff, parents and patrons. The competent educator is aware of the ways the community identifies with the school, as well as community needs and ways the school program is designed to meet these needs. The competent educator can

communicate with knowledge, clarity and judgment about educational matters, the school and the needs of students.

The competent teacher demonstrates:

1. Willingness to be flexible in cooperatively working with others; and
2. Skill in communicating with students, staff, parents and other patrons.

The competent administrator demonstrates:

1. Skill in helping students, staff, parents and other patrons to learn about the school, the district and its program;
2. Skill in communicating district and school goals to staff and the public;
3. Willingness to be flexible in cooperatively working with others; and
4. Skill in reconciling conflict.

The Ethical Educator

The ethical educator is a person who accepts the requirements of membership in the teaching profession and acts at all times in ethical ways. In so doing the ethical educator considers the needs of the students, the district and the profession.

The ethical educator, in fulfilling obligations to the student, will:

1. Keep the confidence entrusted in the profession as it relates to confidential information concerning a student and the student's family;
2. Refrain from exploiting professional relationships with any student for personal gain or in support of persons or issues; and
3. Maintain an appropriate professional student-educator relationship by:
 - a. Not demonstrating or expressing professionally inappropriate interest in a student's personal life;
 - b. Not accepting or giving or exchanging romantic or overly personal gifts or notes with a student;
 - c. Reporting to the educator's supervisor if the educator has reason to believe a student is or may be becoming romantically attached to the educator; and
 - d. Honoring appropriate adult boundaries with students in conduct and conversations at all times.

The ethical educator, in fulfilling obligations to the district, will:

1. Apply for, accept, offer or assign a position of responsibility only on the basis of professional qualifications and will adhere to the conditions of a contract or the terms of the appointment;
2. Conduct professional business, including grievances, through established lawful and reasonable procedures;

3. Strive for continued improvement and professional growth;
4. Accept no gratuities or gifts of significance that could influence judgment in the exercise of professional duties; and
5. Not use the district's or school's name, property or resources for noneducational benefit without approval of the educator's supervisor or the appointing authority.

The ethical educator, in fulfilling obligations to the profession, will:

1. Maintain the dignity of the profession by respecting and obeying the law, exemplifying personal integrity and honesty;
2. Extend equal treatment to all members of the profession in the exercise of their professional rights and responsibilities;
3. Respond to requests for evaluation of colleagues and to keep such information confidential as appropriate; and
4. Respond to requests from a TSPC representative for information, furnish documents to TSPC, and participate in interviews with a TSPC representative relating to a TSPC investigation, except subject to the exercise of any legal right or privilege.

END OF POLICY

Legal Reference(s):

[OAR 584-020-0000 - 0035](#)

House Bill 4160 (2024).

Brookings-Harbor School District 17C

Code: GCBDA/GDBDA
Adopted: 2/17/10
Revised/Readopted: 10/22/03; 3/04/10; 1/15/14;
11/14/17; 12/13/23

Family and Medical Leave

When applicable, the district will comply with the provisions of the Family and Medical Leave Act (FMLA), the Oregon Family Leave Act (OFLA), the Oregon Military Family Leave Act (OMFLA), Paid Family and Medical Leave Insurance (PFMLI) and other applicable provisions of state and federal law, Board policies and collective bargaining agreements regarding family medical leave.

In order for an employee to be eligible for the benefits under FMLA, the employee must have been employed by the district for at least 12 months, have worked at least 1,250 hours during the past 12-month period and works at a worksite that employs 50 or more district employees within 75 miles of the worksite.

Generally, in order for an employee to be eligible for the benefits under OFLA, the employee must work an average of 25 hours or more per week during the 180 calendar days immediately prior to the first day of the start of the requested leave. Special requirements apply during public health emergencies.

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

PFMLI is generally available to district employees who have earned \$1,000 in subject wages or taxable income during the alternate or base years¹, contributed to the PFMLI fund in the alternate or base years and are otherwise eligible.² PFMLI can be taken for family leave, medical leave or safe leave.³ Leave taken under OFLA is in addition to leave taken under PFMLI and cannot be taken concurrently; however, OFLA leave or PFMLI may run concurrently with leave available under ORS 653.601 - 653.661, FMLA, and other types of leave if provided by the district. Any leave taken under PFMLI must be taken concurrently with any leave taken under FMLA when for the same purpose.

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

END OF POLICY

Legal Reference(s):

[ORS 332.507](#)
[ORS 657B.010](#)

[ORS 657B.025](#)
[ORS 659A.090](#)

[ORS 659A.093](#)
[ORS 659A.096](#)

¹ The wages are not required to have been earned for work in the district.

² See OAR 471-070-1010 for additional information.

³ Time to effectuate the legal process for the placement of a child in foster care or a child being adopted qualifies for PFMLI starting January 1, 2025. Until then, leave is available through OFLA. {See SB 1515 (2024) Sections 4, 13, 21 and 25.}

[ORS 659A.099](#)

[ORS 659A.150 - 659A.186](#)

[OAR 839-009-0210 - 0460](#)

Family and Medical Leave Act, 29 U.S.C. §§ 2601-2654; 5 U.S.C. §§ 6381-6387 (2018); Family and Medical Leave Act, 29 C.F.R. Part 825 (2023).
Americans with Disabilities Act, 42 U.S.C. §§ 12101-12133 (2018); 29 C.F.R. Part 1630 (2023); 28 C.F.R. Part 35 (2023).
Escriva v. Foster Poultry Farms, Inc. 743 F.3d 1236 (9th Cir. 2014).
Senate Bill 1515 (2024).

Brookings-Harbor School District 17C

Code: GCBDC/GDBDC
Adopted: 4/16/08
Revised/Readopted: 1/15/14; 6/17/15; 9/12/18;
7/17/19

Domestic Violence, Harassment, Sexual Assault, Bias, or Stalking Leave (Safe Leave)*

{Applies to employers who employ six or more employees in Oregon and meet the definition of “covered employer.”}

When applicable, the district will comply with the provisions of protected leave identified in ORS 659A.272 to address domestic violence, harassment, sexual assault, bias, or stalking.

The district (covered employer¹) shall allow an eligible employee² to take reasonable leave from employment for any of the following reasons:

1. To seek legal or law enforcement assistance or remedies to ensure the health and safety of the employee or the employee’s minor child or dependent, including preparing for and participating in protective order proceedings or other civil or criminal legal proceedings related to domestic violence, harassment, sexual assault, bias, or stalking;
2. To seek medical treatment for or to recover from injuries caused by domestic violence or sexual assault to, harassment or stalking of, or the commission of a bias crime against the eligible employee or the employee’s minor child or dependent;
3. To obtain, or to assist a minor child or dependent in obtaining counseling from a licensed mental health professional related to an experience of domestic violence, harassment, sexual assault, bias, or stalking;
4. To obtain services from a victim services provider for the eligible employee or the eligible employee’s minor child or dependent; or
5. To relocate³ or take steps to secure an existing home to ensure health and safety of the eligible employee or the employee’s minor child or dependent.

The district may limit the amount of leave if the eligible employee’s leave creates an undue hardship on the district.

¹ “Covered employer” means an employer who employs six or more individuals in the State of Oregon for each working day during each of 20 or more calendar workweeks in the year in which an eligible employee takes leave to address domestic violence, harassment, sexual assault, bias or stalking, or in the year immediately preceding the year in which an eligible employee takes leave to address domestic violence, harassment, sexual assault, bias or stalking.

² “Eligible employee” means an employee who is a victim of domestic violence, harassment, sexual assault, bias or stalking or is the parent or guardian of a minor child or dependent who is a victim of domestic violence, harassment, sexual assault, bias or stalking.

³ “Relocate” is described in OAR 839-009-0345 (5).

The district shall not deny leave to an eligible employee or discharge, threaten to discharge, demote, suspend or in any manner discriminate or retaliate against an employee with regard to promotion, compensation or other terms, conditions or privileges of employment because the employee makes inquiries about, applies for, or takes such leave.

The eligible employee shall give the district reasonable advanced notice of the employee's intention to take leave unless giving advance notice is not feasible.

The district may require the eligible employee to provide certification that:

1. The employee or employee's minor child or dependent is a victim of domestic violence, harassment, sexual assault, bias, or stalking; and
2. The leave is taken for one of the identified purposes in this policy.

The eligible employee shall provide a certification within a reasonable time after receiving the district's request for the certification.

Sufficient certification to support a request for such leave includes:

1. A copy of a report from law enforcement indicating the eligible employee or the employee's minor child or dependent was a victim of domestic violence, harassment, sexual assault, bias, or stalking;
2. A copy of a protective order or other evidence from a court, administrative agency or attorney that the eligible employee appeared in or is preparing for a civil or criminal administrative proceeding related to domestic violence, harassment, sexual assault, bias, or stalking; or
3. Documentation from an attorney, law enforcement officer, health care professional, licensed mental professional or counselor, member of the clergy, employee of the Department of Justice division providing victim and survivor services or victim services provider that the eligible employee or the employee's minor child or dependent was undergoing treatment or counseling, obtaining services or relocating as a result of domestic violence, harassment, sexual assault, bias, or stalking.

All records and information kept by the district regarding the employee's leave under ORS 659A.270 - 659A.285, including the fact the employee has requested or obtained such leave, are confidential and may not be released without the express permission of the employee unless otherwise required by law. [This information will be kept in a file separate from the employee's personnel file.]

The employee may use any accrued paid leave, including sick leave, vacation leave or any other paid leave offered by the district. [The district may choose the order in which paid accrued leave is to be used when more than one type of paid leave is available, consistent with Board policies, any applicable collective bargaining agreement or other agreement.]

Definitions

1. “Protective order” means an order authorized by ORS 30.866, 107.095 (1)(c), 107.700 to 107.735, 124.005 to 124.040, 163.730 to 163.750 or 163.760 to 163.777 or any other order that restrains an individual from contact with an eligible employee or the employee’s minor child or dependent.
2. “Victim of bias” means an individual who has been a victim of a bias crime as defined in ORS 147.380; or any other individual designated as a victim of bias by rule adopted under ORS 659A.805.
3. “Victim of domestic violence” means an individual who has been a victim of abuse, as defined in ORS 107.705; or any other individual designated as a victim of domestic violence by rule adopted under ORS 659A.805.
4. “Victim of harassment” means an individual against whom harassment has been committed as described in ORS 166.065; or any other individual designated as a victim of harassment by rule adopted under ORS 659A.805.
5. “Victim of sexual assault” means an individual against whom a sexual offense has been committed as described in ORS 163.305 to 163.467, 163.472 or 163.525; or any other individual designated as a victim of sexual assault by rule adopted under ORS 659A.805.
6. “Victim of stalking” means an individual against whom stalking has been committed as described in ORS 163.732; an individual designated as a victim of stalking by rule adopted under ORS 659A.805; or an individual who has obtained a court’s stalking protective order or a temporary court’s stalking protective order under ORS 30.866.
7. “Victim services provider” means a prosecutor-based victim assistance program or a nonprofit program offering safety planning, counseling, support or advocacy related to domestic violence, harassment, sexual assault, bias or stalking.

END OF POLICY

Legal Reference(s):

[ORS 192.355\(38\)](#)

[ORS 659A.270 - 659A.290](#)

[OAR 839-009-0325 - 0365](#)

Brookings-Harbor School District 17C

Code: GCBDF/GDBDF
Adopted: 7/11/23

Paid Family and Medical Leave Insurance

The district provides an equivalent plan for paid family and medical leave and does not participate in Paid Leave Oregon. This plan [has been approved] by the Employment Department.^{1} The district will file the Oregon Quarterly Tax Report as required.

The district will make available a notice poster that outlines the requirements and procedures for the equivalent plan.² This poster will be displayed in each of the district's buildings or worksites in an area that is accessible to and regularly frequented by employees. This poster will be provided³ to remote employees upon hire or assignment to remote work.

END OF POLICY

Legal Reference(s):

[ORS 657B.210 – 657B.260](#)

[OAR 471-070-2200 - 2460](#)

¹ {Deadlines for the district to file an exemption application can be found on OAR 471-070-2205. Application requirements can be found in OAR 471-070-2210.}

² For poster requirements, see OAR 471-070-2330.

³ By hand delivery, regular mail, or through an electronic delivery method.

Brookings-Harbor School District 17C

Code: **IKF**
Adopted: 11/18/09
Revised/Readopted: 12/18/13; 7/06/16; 5/02/18;
9/12/18; 7/17/19; 11/20/19;
2/16/22

Graduation Requirements**

The Board establishes graduation requirements for awarding of a high school diploma, a modified diploma, an extended diploma and a certificate of attendance which meet or exceed state requirements.

A student may satisfy graduation requirements in less than four years. The district will award a diploma to a student fulfilling graduation requirements in less than four years if consent is given by the student's parent or guardian or by the student if the student is 18 years of age or older or emancipated.

If the district requires diploma requirements beyond the state requirements, the district shall grant a waiver for those requirements to any student who, at any time from grade 9 to 12, was:

1. In foster care¹;
2. Experiencing houselessness²;
3. A runaway;
4. A child in a military family covered by the Interstate Compact on Educational Opportunity for Military Children;
5. A child of a migrant worker;
6. Enrolled in the Youth Corrections Education Program or the Juvenile Detention Education Program;
or
7. ³Enrolled in an approved recovery school under ORS 336.680.

For any student identified above, the district shall accept any credits earned by the student in an educational program⁴ in this state, applying those credits toward the state requirements for a diploma if the credits satisfied those requirements in that educational program in this state.

Diploma

¹ "Foster child" is defined in ORS 30.297.

² {ORS 329.451(2) and OAR 581-022-use the term "homeless."} See OAR 581-022-2000 for additional information.

³ Applies to high school diplomas awarded on or after January 1, 2026.

⁴ "Educational program in this state" means an educational program that is provided by a school district, a public charter school, an approved recovery school (applies to diplomas awarded on or after January 1, 2026), the Youth Corrections Education Program or the Juvenile Detention Program, or funded as provided by ORS 343.243 for students in a long-term care or treatment facility described in ORS 343.961 or a hospital identified in ORS 343.261.

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of ⁵24 credits which include at least:

1. Three credits in mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
2. Four credits in language arts⁶ (shall include the equivalent of one unit in written composition);
3. Three credits in science;
4. Three credits in social sciences (shall include 0.5 unit of US civics⁷ credit in addition to at least 2.5 units of credit aligned to the Oregon State Board adopted standards for US and world history, economics and ⁹financial literacy);
5. ¹⁰One-half credit of higher education and career path skills;
6. ¹¹One-half credit of personal financial education;
7. One credit in health education;
8. One credit in physical education; and
9. Three credits in career and technical education, the arts or world languages¹² (units shall be earned in any one or a combination).

The district shall offer students credit options provided the method for obtaining such credits is described in the student's personal education plan and the credit is earned by meeting requirements described in Oregon Administrative Rule (OAR) 581-022-2025.

To receive a diploma, in addition to credit requirements outlined above, a student must:

⁵ {If the district has additional credit or graduation requirements beyond the state minimum of 24, the district is required to include those additional credits and graduation requirements in the following list.}

⁶ "Language arts" includes reading, writing and other communications in any language, including English.

⁷ Civics becomes a half-credit requirement beginning on January 1, 2026 (ORS 329.451).

⁹ This requirement is replaced with a one-half credit of personal financial education requirement for students who were first enrolled in grade 9 during the 2023-2024 school year or first enrolled in grade 9 in any subsequent school year.

¹⁰ Higher education and career path skills becomes a one-half credit graduation requirement for students who were first enrolled in grade 9 during the 2023-2024 school year or first enrolled in grade 9 in any subsequent school year (a requirement for a high school diploma awarded on or after January 1, 2027; a district may request a one-year waiver in accordance with law).

¹¹ Personal finance education becomes a one-half credit graduation requirement for students who were first enrolled in grade 9 during the 2023-2024 school year or first enrolled in grade 9 in any subsequent school year (a requirement for a high school diploma awarded on or after January 1, 2027; a district may request a one-year waiver in accordance with law).

¹² "World languages" includes sign language, heritage languages and languages other than a student's primary language.

1. ¹⁴Demonstrate proficiency in the Essential Skills of reading, writing and apply mathematics in a variety of settings;
1. Develop an education plan and build an education profile;
2. Demonstrate extended application of standards through a collection of evidence (or include evidence in existing collection(s)); and
3. Participate in career-related learning experiences.

Modified Diploma

A modified diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards adopted by the State Board of Education for a high school diploma while receiving reasonable modifications and accommodations. A modified diploma may only be awarded to a student who meets the eligibility criteria below and other criteria, if applicable, outlined in OAR 581-022-2010(3):

1. The student has a documented history of an inability to maintain grade level achievement due to significant learning and instructional barriers; or

The student has a documented history of a medical condition that creates a barrier to achievement. Having met the above eligibility criteria, a modified diploma will be awarded to students who, while in grade nine through completion of high school, complete 24 credits with at least 13 of those credits to include:

1. Three credits in language arts;
2. Two credits in mathematics;
3. Two credits in science;
4. Two credits in social sciences (which may include history, civics, geography and economics (including personal finance));
5. ¹⁵One-half credit in personal financial education;
6. ¹⁶One-half credit in higher education and career path skills;
7. One credit in health education;
8. One credit in physical education; and
9. One credit in career technical education, the arts or world languages (units may be earned in any one or a combination).

¹⁴ The State Board of Education has waived this requirement in Essential Skills for students graduating through the 2027-2028 school year.

¹⁵ This unit of credit applies to all students who are awarded a modified diploma on or after January 1, 2027.

¹⁶ This unit of credit applies to all students who are awarded a modified diploma on or after January 1, 2027.

Students may earn additional credits to earn a modified diploma pursuant to OAR 581-022-2010.

In addition to credit requirements as outlined in OAR 581-022-2010, a student must:

1. ¹⁷Demonstrate proficiency in the Essential Skills of reading, writing and apply mathematics in a variety of settings;
2. Develop an education plan and build an education profile; and
3. Demonstrate extended application of standards through a collection of evidence (or include evidence in existing collection(s)).

Districts may make modifications to the assessment for students who seek a modified diploma when the following conditions are met:

1. For a student on an individualized education program (IEP) or Section 504 plan, any modifications to work samples must be consistent with the requirements established in the IEP or 504 plan. Modifications include practices and procedures that compromise the intent of the assessment through a change in the achievement level, construct, or measured outcome of the assessment. This means that IEP or 504 school teams responsible for approving modifications for a student's assessment may adjust the administration of the assessment and/or the assessment's achievement standard. The IEP or 504 team must inform the student's parent that the use of a modification on an assessment will result in an invalid assessment;
2. For a student not on an IEP or 504 plan, any modifications to work samples must have been provided to the student during their instruction in the content area to be assessed and in the year in which the student is being assessed, and modifications must be approved by the school team that is responsible for monitoring the student's progress toward the modified diploma.

Students not on an IEP or a Section 504 Plan may not receive a modified statewide assessment.

A student's school team (which must include an adult student, parent/guardian of the student) shall decide if a student will work toward a modified diploma no earlier than the end of grade six and no later than two years before the student's anticipated exit from high school.

A student's school team may decide to revise a modified diploma decision.

A student's school team may decide that a student who was not previously working toward a modified diploma should work toward one when the student is less than two years from anticipated exit from high school if the documented history has changed.

For students with a documented history as described above, the district shall annually provide the parents or guardians of students, beginning in grade five or after such documented history has been established, the following:

1. Information about the availability of high school diplomas, modified diplomas and the requirements for such diplomas; and

¹⁷ The State Board of Education has waived this requirement in Essential Skills for students graduating through the 2027-2028 school year.

2. A disclosure that students awarded a certificate of attendance will not be counted as a high school graduate in any reporting for the State or district and that such students awarded a certificate of attendance may not indicate they received a high school diploma on applications for employment, military service, financial aid, admittance to an institution of higher education or any other purpose.

[¹⁸] Essential Skills

The district [will] ~~[will not]~~ allow English Language Learner (ELL) students to demonstrate proficiency in Essential Skills in the student's language of origin for a high school diploma or a modified diploma.

The district will develop procedures to provide local performance assessment options as described in the *Local Performance Assessment Manual*, in the ELL student's language of origin, and will develop procedures to ensure that locally scored assessment options administered in an ELL student's language of origin are scored by a qualified rater.

Essential Skills Appeal

The district will ~~[establish an appeal process]~~ [follow Board policy KL - Public Complaints] in the event of an appeal for the denial of a diploma based on the Essential Skills graduation requirement. The district will retain student work samples and student performance data to ensure that sufficient evidence is available in the event of an appeal.]

Extended Diploma

An extended diploma will be awarded only to students who have demonstrated the inability to meet the full set of academic content standards adopted by the State Board of Education for a high school diploma while receiving reasonable modifications and accommodations.

To be eligible for an extended diploma, a student must:

1. While in grade nine through completion of high school, complete 12 credits, which may not include more than 6 credits in a self-contained special education classroom, and will include:
 - a. Two credits in mathematics;
 - b. Two credits in language arts;
 - c. Two credits in science;
 - d. Three credits in history, geography, economics or civics;
 - e. One credit in health;
 - f. One credit in physical education; and
 - g. One credit in the arts or a world language; and
2. Have a documented history of:
 - a. An inability to maintain grade level achievement due to significant learning and instructional barriers;
 - b. A medical condition that creates a barrier to achievement; or

¹⁸ {[OAR 581-022-2120(2) requires districts to have "policy whether to allow ELL students to demonstrate proficiency in all required Essential Skills in the students' language of origin." OAR 581-022-2120(4) waives this requirement through the 2027-28 school year.] Therefore, these two sections, i.e., Essential Skills and Essential Skills Appeal, are not required to be in policy at this time. The district could elect to keep the language and the bracketed portion of this footnote.}

- c. A change in the student’s ability to participate in grade level activities as a result of a serious illness or injury that occurred after grade eight.

For students with a documented history, the district shall annually provide the parents or guardians of such students, beginning in grade five or after such documented history has been established, the following:

1. Information about the availability of high school diplomas, modified diplomas and the requirements for such diplomas; and
2. A disclosure that students awarded a certificate of attendance will not be counted as a high school graduate in any reporting for the state or district and that such students awarded a certificate of attendance may not indicate they received a high school diploma on applications for employment, military service, financial aid, admittance to an institution of higher education or any other purpose.

Certificate of Attendance

A {¹⁹} certificate of attendance²⁰ will be awarded to students who:

1. [Have maintained regular full-time attendance²¹ for at least four years beginning in grade nine;
2. Do not satisfy requirements for a high school diploma, modified diploma or extended diploma; and
3. Have a documented history²².]

For students with a documented history²³, the district shall annually provide the parents or guardians of such students, beginning in grade five or after such a documented history has been established, the following:

1. Information about the availability of high school diplomas, modified diplomas and the requirements for the diplomas; and

¹⁹ {The Board shall define criteria for a certificate of attendance. OAR 581-022-2200 (3). See the Oregon Department of Education’s [Certificates for School Completion: Questions and Answers Related to the Implementation of SB 992](#).}

²⁰ A student who began grade 9 before July 1, 2020, may be awarded an alternative certificate if the student satisfies the requirements for an alternative certificate which are in effect on the day before July 1, 2024.

²¹ {There is no established definition of “regular full-time attendance. The district should review any existing attendance definitions, consider the needs of students in the district and establish clear criteria. This should include how excused and unexcused absences are counted. A few options are provided.}

[“Regular full-time attendance” means not being absent for more than 10 percent of school days that the student is enrolled in a school year. See OAR 581-020-0631 for definition of chronic absenteeism. Excused absences [are considered absences for this purpose] [will not be counted against a student.]]

[“Regular full-time attendance” means not having eight or more unexcused absences in any four-week period during which school is in session. See ORS 339.065 for definition of irregular attendance. This will be calculated on an annual basis and equates to having unexcused absences for less than 20 percent of the days or class periods during which school is in session.]

²² “Documented history” means evidence in the cumulative record and education plans of a student that demonstrates the inability over time to maintain grade level achievement even with appropriate modifications and accommodations.

²³ “Documented history” means evidence in the cumulative record and education plans of a student that demonstrates the inability over time to maintain grade level achievement even with appropriate modifications and accommodations.

2. A disclosure that students awarded a certificate of attendance will not be counted as a high school graduate in any required reporting for the State or district and that such students awarded a certificate of attendance may not indicate they received a high school diploma on applications for employment, military service, financial aid, admittance to an institution of higher education or any other purpose.

Other District Responsibilities

The district will ensure that all students have onsite access to the appropriate resources and courses to achieve high school diplomas, modified diplomas, and extended diplomas at each high school in the district. The district will provide [age-appropriate and developmentally appropriate] literacy instruction to all students until graduation.

The district may not deny a student who has the documented history listed under the modified diploma or extended diploma requirements outlined above the opportunity to pursue a diploma with more stringent requirements, for the sole reason the student has the document history.

The district may award a modified diploma or an extended diploma to a student only upon the written consent of a student who is an emancipated minor or who has reached the age of 18 (adult student) at the time the modified or extended diploma is awarded, or the student's parent or guardian. The district must receive the written consent during the school year in which the modified diploma or the extended diploma is awarded.

A student shall have the opportunity to satisfy the requirements for a modified diploma, an extended diploma or a certificate of attendance in the later of 4 years after starting grade 9, or until the student reaches the age of 21 years if the student is entitled to a public education until the age of 21 under state or federal law.

A student may complete the requirements for a modified diploma, an extended diploma or a certificate of attendance in less than four years but not less than three years. To satisfy the requirements for a modified diploma, an extended diploma or a certificate of attendance in less than 4 years, the student's parent or guardian or a student who is emancipated or has reached the age of 18 must provide written consent which clearly states the parent, guardian or student is waiving the fourth year and/or years until the student reaches the age of 21. A copy of the consent will be forwarded to the district superintendent who will annually report to the Superintendent of Public Instruction the number of such consents.

A student who qualifies to receive or receives a modified diploma, an extended diploma, or a certificate of attendance shall have the option of participating in a high school graduation ceremony with the student's class.

A student who receives a modified diploma, an extended diploma, or a certificate of attendance shall have access to instructional hours, hours of transition services and hours of other services that are designed to meet the unique needs of the student. When added together, the district will provide a total number of hours of instruction and services to the student that equals at least the total number of instructional hours that is required to be provided to students who are attending a public high school.

The district may not unilaterally decrease the total number of hours of instruction and services to which the student has access regardless of the age of the student.

The district will award to students with disabilities a document certifying successful completion of program requirements. No document issued to students with disabilities educated in full or in part in a special education program shall indicate that the document is issued by such a program. When a student who has an IEP completes high school, the district will give the student an individualized summary of performance.

Eligible students with disabilities are entitled to a free appropriate public education (FAPE) until the age of 21, even if they have earned a modified diploma, an extended diploma, a certificate of attendance or completion of a General Education Development document. The continuance of services for students with disabilities for a modified diploma, extended diploma or certificate of attendance is contingent on the IEP team determining the student’s continued eligibility and special education services are needed.

Students and their parents will be notified of graduation and diploma requirements.

The district may not deny a diploma to a student who has opted out of statewide assessments if the student is able to satisfy all other requirements for the diploma. Students may opt-out of the Oregon statewide assessments in language arts and/or mathematics by completing the Oregon Department of Education’s Opt-out Form²⁴ and submitting the form to the district.

The district will issue a high school diploma to a veteran if the veteran resides within the boundaries of the district or is an Oregon resident and attended a high school of the district, or to a deceased veteran, upon request from a representative of the veteran, if the deceased veteran resided within the boundaries of the district at the time of death or was an Oregon resident at the time of death and attended a high school of the district.

The act of student-initiated test impropriety is prohibited. A student that participates in an act of student-initiated test impropriety will be subject to discipline. “Student-initiated test impropriety” means student conduct that is inconsistent with the *Test Administration Manual* or accompanying guidance; or results in a score that is invalid.

END OF POLICY

Legal Reference(s):

[ORS 329.007](#)
[ORS 329.045](#)
[ORS 329.451](#)
[ORS 329.479](#)
[ORS 332.107](#)
[ORS 332.114](#)
[ORS 336.585](#)
[ORS 336.590](#)

[ORS 339.115](#)
[ORS 339.505](#)
[ORS 343.295](#)

[OAR 581-021-0009](#)
[OAR 581-022-0102](#)
[OAR 581-022-2000](#)
[OAR 581-022-2005](#)

[OAR 581-022-2010](#)
[OAR 581-022-2015](#)
[OAR 581-022-2020](#)
[OAR 581-022-2025](#)
[OAR 581-022-2030](#)
[OAR 581-022-2115](#)
[OAR 581-022-2120](#)
[OAR 581-022-2505](#)

Test Administration Manual, published by the OREGON DEPARTMENT OF EDUCATION.

Certificates for School Completion: Questions and Answers Related to the Implementation of SB 992, published by the OREGON DEPARTMENT OF EDUCATION.

²⁴Oregon Department of Education page for: [30-day notice and opt-out form](#)

Brookings-Harbor School District 17C

Code: **IKFB**
Adopted: 4/17/00
Revised/Readopted: 10/22/03; 2/17/10; 3/04/10;
6/17/15; 12/06/17
Orig. Code: IKFB

Graduation Exercises

The Board believes that completion of the requirements for a diploma, a modified diploma, an extended diploma or a certificate of attendance from public schools is an achievement that improves the community as well as the individual. The Board wishes to recognize this achievement in a publicly celebrated graduation exercise.

Accordingly, appropriate graduation programs may be planned by the [school] on the date selected by [the Board]. Senior class representatives shall be included in the planning of the exercise.

The district's valedictorian(s), salutatorian(s) or others, at the discretion of the principal or designee, may be permitted to speak as part of the district's planned graduation program. All speeches will be reviewed and approved in advance by the building principal or designee.

All students [in good standing^[1]] who have successfully completed the requirements for a high school diploma, or qualify to receive or receive a modified diploma, an extended diploma or a certificate of attendance, including [students participating in a district-sponsored alternative education program and] students with disabilities receiving a document certifying successful completion of program requirements, shall have the option to participate in graduation exercises.

A student shall be allowed to wear a dress uniform issued to the student by a branch of the U.S. Armed Forces if the student:

1. Qualifies to receive a high school diploma, a modified diploma, an extended diploma or a certificate of attendance; and

Has completed basic training for, and is an active member of, a branch of the U.S. Armed Forces. Graduating students will be allowed to wear ²“Native American items of cultural significance” [³] or other items of cultural significance⁴.

¹ [A student may be denied participation in graduation exercises for conduct that violates board policy, administrative regulation and/or code of conduct provisions.]

² “Native American items of cultural significance” means items or objects that are traditionally associated with a Native American or that have religious or cultural significance to a Native American.

³ {ORS 332.112 requires that districts allow students to wear “Native American items of cultural significance” to graduation and other school events. Districts can choose to allow students to wear items of significance to other cultures.}

⁴ The district may prohibit an item or object that: a) is likely to cause a substantial disruption of, or material interference with the graduation ceremony, or b) replaces a cap or gown customarily worn at a graduation ceremony.

END OF POLICY

Legal Reference(s):

[ORS 329.451](#)
[ORS 332.107](#)
[ORS 332.112](#)
[ORS 339.505](#)
[ORS 343.295](#)

[ORS 659.850](#)
[OAR 581-021-0050](#)
[OAR 581-021-0055](#)
[OAR 581-021-0060](#)
[OAR 581-022-2000](#)

[OAR 581-022-2010](#)
[OAR 581-022-2015](#)
[OAR 581-022-2020](#)
[OAR 581-022-2505](#)

31 OR. ATTY. GEN. OP. 428 (1964)

Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681-1683 (2018); Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, 34 C.F.R. Part 106 (2020).

Kay v. David Douglas Sch. Dist. No. 40, 1987); cert. den., 484 U.S. 1032 (1988).

Doe v. Madison Sch. Dist. No. 321, 177 F.3d 789 (9th Cir. 1999).

Lee v. Weisman, 505 U.S. 577 (1992).

Hazelwood Sch. Dist. v. Kuhlmeier, 484 U.S. 260 (1988).

Brookings-Harbor School District 17C

Code: IKJ
Adopted:

Artificial Intelligence

{The purpose of this policy is to facilitate actions regarding artificial intelligence. Many OSBA members have developed statements, policies, or positions, or have responsible use agreement language that includes related content; this policy is not intended to replace that language.}

The Board believes that artificial intelligence (including generative artificial intelligence) is a useful tool. The Board also recognizes that generative artificial intelligence involves risk, including input and output bias, inaccuracies, and hallucinations. As such, it is critical that staff and student use is conducted responsibly.

Independent Student Use

Specific rules for the independent use of generative artificial intelligence for assigned student work may be developed by the teacher and communicated to students. Teachers should consider the following in establishing these rules:

1. Accessibility of programs and technology for all students outside of school;¹
2. Student awareness of bias and inaccuracies and student ability to responsibly address those concerns; and
3. The teacher's ability to detect usage accurately and consistently.

Failure to follow these rules may result in incomplete credit or disciplinary action.

Student Use as Part of Class

Teachers may use generative artificial intelligence as part of instruction to further course objectives. Only applications approved by the district's [IT Department] will be allowed to be used as part of the class. All Terms of Use will be followed, along with any additional rules established by the [IT Department] or the teacher. Students are not allowed to share logins or passwords.

[Prior to allowing students to use generative artificial intelligence as part of a class the teacher will provide notice to parents with an explanation of its use.] ~~[The [district] [school] will provide notice to parents regarding student use of generative artificial intelligence as part of classes.]~~

Staff Use

District staff are authorized to use generative artificial intelligence to perform various work functions. Staff are responsible for ensuring their use complies with all laws, including, but not limited to copyright and privacy laws.

¹ For example, do all students have access to computers and internet away from school; does the age of the students affect their ability to access generative artificial intelligence?

Staff Professional Development

The district will seek out professional development opportunities for staff to learn how to use generative artificial intelligence for various work functions.

FERPA and Confidentiality

All laws regarding student records, confidentiality, privacy, and student internet use will be followed at all times. District staff are prohibited from sharing personally identifiable information (PII)² with any generative artificial intelligence application.

Violations

Students and staff in violation of policy or related rules may be subject to discipline and may be referred to law enforcement.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133.

Children’s Internet Protection Act (CIPA), 47 U.S.C. §§ 254(h) and (l); 47 C.F.R. § 54.520.

Children’s Online Privacy Protection Act of 1998, 15 U.S.C. §§ 6501–6505

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

Protection of Pupil Rights, 20 U.S.C. § 1232h.

² See Board policy JOB – Personally Identifiable Information for additional information.

Brookings-Harbor School District 17C

Code: JECA
Adopted: 10/23/95
Revised/Readopted: 10/22/03; 4/16/08; 6/17/15;
3/07/18; 9/12/18; 4/15/20
Orig. Code: JECA

Admission of Resident Students**

Resident students may be admitted under the following conditions:

1. A school-age student who lives within the district attendance area between the ages of 5 and 19 shall be allowed to attend school without paying tuition.
2. A student who turns 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 an otherwise eligible student who is not receiving special education and who has not yet attained 21 years of age prior to the beginning of the current school year if the student is shown to be in need of additional education in order to receive a diploma or a modified diploma. This student may attend school without paying tuition for the remainder of the school year.
4. The Board shall admit an otherwise eligible student who has 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 a certificate of attendance.
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.
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 residency within 10 days after the date of military transfer or pending transfer indicated on the official military order.
7. The district ~~will~~ ~~will not~~ ~~may, based on district criteria,~~ deny regular school admission to a student who has become a resident student and who is under expulsion from another district for reasons other than a weapons policy violation.

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.

8. The district shall deny, for at least one calendar year from the date of the expulsion, regular school admission to a student who has become a resident student and who is under expulsion from another district for a weapons policy violation.
9. The district [will] ~~[will not]~~ ~~[may, based on district criteria,]~~ provide alternative programs of instruction to a student who has become a resident student and who is under expulsion from another district 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 339.139](#)

[ORS 433.267](#)

Brookings-Harbor School District 17C

Code:
Adopted:

JHCD

Medications**/*

{Required policy. The requirement for policy comes from ORS 339.866 (2).}

The district recognizes administering a medication to a student and/or permitting a student to administer a medication to themselves, may be necessary to allow the student to attend school. Therefore, the district allows medication, including injectable medications, to be administered to a student by designated personnel and the administration of medication by a student to themselves without assistance from designated personnel, subject to criteria established by the district and in accordance with Oregon law.

The district shall designate personnel authorized to administer medications to students. Medications, including injectable medications, may be administered by designated district personnel as part of a formal delegation by a registered nurse. Annual training shall be provided to designated personnel in accordance with law. The training will align with the ODE Medication Administration Training and include discussion of this policy, procedures and materials, including but not limited to, procedures outlined in administrative regulation JHCD-AR - Medications.

When a licensed health care professional is not immediately available, trained personnel designated by the district may administer epinephrine, glucagon, treatment for adrenal insufficiency, or another medication to a student as prescribed and/or as otherwise allowed by Oregon law.

A current first-aid/CPR/AED card is required for designated personnel.

The district reserves the right to reject a request for administration of medication at school, either by district personnel or student self-administration, if the medication is not necessary for the student to remain in school.

The district may revoke permission given to a student to self-administer medication if the student does not responsibly self-administer the medication or abuses the use of the medication, as determined by district personnel.

Medications will be handled, stored, monitored, disposed of and records maintained in accordance with law and established district procedures governing the administration of prescription or nonprescription medications to students, including procedures for the disposal of sharps and glass.

A process shall be established by which, upon parent or guardian written request, a backup medication is kept at a reasonably, secure location in the student's classroom as provided by state law.

A premeasured dose of epinephrine may be administered by trained, designated personnel to any student or other individual on district premises who the person believes in good faith is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

[¹] A non-injectable short-acting opioid antagonist may be administered to any student or other individual by district personnel (whether or not they have received training on administering medications) on district premises who the individual administering the short-acting opioid antagonist believes in good faith is experiencing an opioid overdose.

A school administrator, teacher or other school employee, may administer a short-acting opioid antagonist to a student who experienced or is experiencing an opioid overdose without written permission and instructions of the student’s parents or guardian.]

This policy shall not prohibit, in any way, the administration of recognized first aid to a student by district employees in accordance with established state law, Board policy and administrative regulation.

The superintendent shall develop administrative regulations to meet the requirements of law and the implementation of this policy.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)
[ORS 339.866 - 339.871](#)
[ORS 433.800 - 433.830](#)
[ORS 689.800](#)

[OAR 166-400-0010\(17\)](#)
[OAR 166-400-0060\(29\)](#)
[OAR 333-055-0000 - 0035](#)
[OAR 581-021-0037](#)

[OAR 581-022-2220](#)
[OAR 851-047-0000 - 0030](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).

OREGON HEALTH AUTHORITY AND OREGON DEPARTMENT OF EDUCATION, *Medication Administration: A Manual for School Personnel*.

House Bill 1552 (2024).

¹ {The district is not required to provide or administer this medication. If the district is going to provide for, and administer this medication, this policy language is required. If the district does not intend to provide or administer this medication, there is no requirement to include this language in this policy.}

Brookings-Harbor School District 17C

Code: JHCD/JHCDA
Adopted: 6/08/98
Revised/Readopted: 3/07/18; 4/15/20
Orig. Code: JHCD; JHCDA

Medications**

The district recognizes that administering a medication to a student and/or permitting a student to administer a medication to themselves, may be necessary when the failure to take such medication during school hours would prevent the student from attending school, and recognizes a need to ensure the health and well-being of a student who requires regular doses or injections of a medication as a result of experiencing a life-threatening allergic reaction or adrenal crisis¹, or a need to manage hypoglycemia, asthma or diabetes. Accordingly, the district may administer or a student may be permitted to administer to themselves prescription (injectable and noninjectable) and/or nonprescription (noninjectable) medication at school.

The district shall designate personnel authorized to administer medications to students. Annual training shall be provided to designated personnel as required by law in accordance with guidelines approved by the Oregon Department of Education (ODE). When a licensed health care professional is not immediately available, trained personnel designated by the district may administer epinephrine, glucagon or another medication to a student as prescribed and/or allowed by Oregon law.

A current first-aid and CPR card is required for designated personnel.

The district reserves the right to reject a request for administration of medication at school, either by district personnel or student self-administration, if the medication is not necessary for the student to remain in school.

The superintendent and/or designee will require that an individualized health care plan and allergy plan is developed for every student with a known life-threatening allergy or a need to manage asthma, and an individualized health care plan for every student for whom the district has been given proper notice of a diagnosis of adrenal insufficiency. Such a plan will include provisions for administering medication and/or responding to emergency situations while the student is in school, at a school-sponsored activity, under the supervision of school personnel, in a before-school or after-school care program on school-owned property and in transit to or from school or a school-sponsored activity.

A student may be allowed to self-administer a medication for asthma, diabetes, hypoglycemia or severe allergies as prescribed by an Oregon licensed health care professional, upon written and signed request of the parent or guardian and subject to age-appropriate guidelines. This self-administration provision also requires a written and signed confirmation the student has been instructed by the Oregon licensed health care professional on the proper use of and responsibilities for the prescribed medication.

¹ Under proper notice given to the district by a student or student's parent or guardian.

A request to the district to administer or allow a student to self-administer prescription medication shall include a signed prescription and treatment plan from a prescriber².

A request to the district to administer or allow a student to self-administer nonprescription that is not approved by the Food and Drug Administration (FDA) shall include a written order from the student's prescriber that meets the requirements of law.

A written request and permission form signed by a student's parent or guardian, unless the student is allowed to access medical care without parental consent under state law³, is required and will be kept on file.

If the student is deemed to have violated Board policy or medical protocol by the district, the district may revoke the permission given to a student to self-administer medication.

Prescription and nonprescription medication will be handled, stored, monitored, disposed of and records maintained in accordance with established district administrative regulations governing the administration of prescription or nonprescription medications to students, including procedures for the disposal of sharps and glass.

A process shall be established by which, upon parent or guardian written request, a back-up prescribed autoinjectable epinephrine is kept at a reasonably, secure location in the student's classroom as provided by state law.

A premeasured dose of epinephrine may be administered by trained, designated personnel to any student or other individual on school premises who the person believes in good faith, is experiencing a severe allergic reaction, regardless of whether the student or individual has a prescription for epinephrine.

Naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug may be administered by trained, designated personnel to any student or other individual on school premises who the person believes in good faith is experiencing an overdose of an opioid drug.

This policy shall not prohibit, in any way, the administration of recognized first aid to a student by district employees in accordance with established state law, Board policy and administrative regulation.

A school administrator, teacher or other district employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of the administration, in good faith and pursuant to state law, of prescription and/or nonprescription medication, subject to state law.

A school administrator, school nurse, teacher or other district employee designated by the school administrator is not liable in a criminal action or for civil damages as a result of a student's self-

² A registered nurse who is employed by a public or private school, ESD or local public health authority to provide nursing services at a public or private school may accept an order from a physician licensed to practice medicine or osteopathy in another state or territory of the U.S. if the order is related to the care or treatment of a student who has been enrolled at the school for not more than 90 days.

³ Subject to ORS 109.610, 109.640 and 109.675.

administration of medication, as described in Oregon Revised Statute (ORS) 339.866, if that person in good faith assisted the student in self-administration of the medication.

A school administrator, school nurse, teacher or other district employee designated by the school administration is not liable in a criminal action or for civil damages as a result of the use of medication if that person in good faith administers autoinjectable epinephrine to a student or other individual with a severe allergy, who is unable to self administer the medication regardless of whether the student or individual has a prescription for epinephrine, or administers naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug to a student or other individual who that person believes in good faith is experiencing an overdose of an opioid drug.

The district and the members of the Board are not liable in a criminal action or for civil damages as a result of the use of medication if any person in good faith, on school premises, including at a school, on school property under the jurisdiction of the district or at an activity under the jurisdiction of the district, administers autoinjectable epinephrine to a student or other individual with a severe allergy who is unable to self-administer the medication, regardless of whether the student or individual has a prescription for epinephrine, or administers naloxone or any similar medication that is in any form available for safe administration and that is designed to rapidly reverse an overdose of an opioid drug to a student or other individual who the person believes in good faith is experiencing an overdose of an opioid drug.

The superintendent shall develop administrative regulations as needed to meet the requirements of law, Oregon Administrative Rules and the implementation of this policy.

END OF POLICY

Legal Reference(s):

[ORS 109.610](#)
[ORS 109.640](#)
[ORS 109.675](#)
[ORS 332.107](#)
[ORS 339.866 - 339.871](#)

[ORS 433.800 - 433.830](#)
[ORS 475.005 - 475.285](#)

[OAR 166-400-0010\(17\)](#)
[OAR 166-400-0060\(29\)](#)

[OAR 333-055-0000 -055-0115](#)
[OAR 581-021-0037](#)
[OAR 581-022-2220](#)
[OAR 851-047-0030](#)
[OAR 851-047-0040](#)

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2018); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2019).
OREGON HEALTH AUTHORITY AND OREGON DEPARTMENT OF EDUCATION, *Medication Administration: A Manual for School Personnel*.

Brookings-Harbor School District 17C

Code: JHFF/GBNAA
Adopted: 11/18/09
Revised/Readopted: 9/15/10; 8/22/12; 6/17/15;
9/12/18; 4/15/20; 12/15/21
Orig. Code(s): JHFF

Suspected Sexual Conduct with Students and Reporting Requirements

Sexual conduct by district employees, contractors¹, agents², and volunteers³ is prohibited and will not be tolerated. All district employees, contractors, agents, volunteers, and students⁴ are subject to this policy.

⁵“Sexual conduct,” means verbal or physical conduct or verbal, written or electronic communications by a school employee, a contractor, an agent or a volunteer that involve a student and that are sexual advances or requests for sexual favors directed toward the student, or of a sexual nature that are directed toward the student or that have the effect of unreasonably interfering with a student’s educational performance, or of creating an intimidating or hostile educational environment. “Sexual conduct” does not include touching or other physical contact that is necessitated by the nature of the school employee’s job duties or by the services required to be provided by the contractor, agent or volunteer, and for which there is no sexual intent; verbal, written or electronic communications that are provided as part of an education program that meets state educational standards or a policy approved by the Board; or conduct or communications described in the definition of sexual conduct herein if the school employee, contractor, agent or volunteer is also a student and the conduct or communications arise out of a consensual relationship between students, do not create an intimidating or hostile educational environment and are not prohibited by law, any policies of the district or any applicable employment agreements.

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

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

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

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

⁴ Student conduct may only be sexual conduct if the student is also an employee, contractor, agent, or volunteer.

⁵ This definition of “sexual conduct” affects all conduct that occurs before, on or after June 23, 2021, for purposes of reports that are made, investigations that are initiated, or a collective bargaining agreement, an employment contract, an agreement for resignation or termination, a severance agreement or any similar contract or agreement entered into, on or after June 23, 2021.

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

Any district employee [{}⁷], contractor, agent or volunteer] who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the [{}⁸]designated licensed administrator] or the [alternate designated licensed administrator], in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements.

If the superintendent is the alleged perpetrator the report shall be submitted to the [Director of Finance] who shall report the suspected sexual conduct to the Board chair.

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

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

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

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

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

⁷ {The following language in brackets, i.e., [, contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

⁸ {ORS 339.372 requires the district to have a policy that designates the licensed administrators and requires the district to post the names and contact information of the designees in the respective school building. A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee, contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

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

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

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

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

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

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

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

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

Every Student Succeeds Act, 20 U.S.C. § 7926 (2018).
House Bill 4160 (2024).

Brookings-Harbor School District - Resolution Declaring Budget Shortfall

RESOLUTION NO. 2025-002

Date: May 21, 2025

RECITALS:

WHEREAS, the Brookings-Harbor School District has developed a budget proposal for the next fiscal year, based on anticipated carryover, estimates of state school funding allocation, and access to various special grants and funds; and

WHEREAS, school districts in Oregon are funded based on student enrollment, and BHSD continues to experience a slow, long-term decline in enrollment; as well as increased Public Employees Retirement System (PERS) costs, resulting in an anticipated budget shortfall; and

WHEREAS, the proposed State School Fund is \$11.36 billion, and for the 2025-2026 school year, BHSD will receive access to 49% of its allocation, estimated to be approximately \$9.31 million; and

WHEREAS, two key factors have helped offset some of the financial pressure on BHSD for next year: A projected \$750,000 payment from previously delayed forest fee revenues (2017-2021); and an estimated \$2.8 million carryover from the 2024-25 fiscal year; and

WHEREAS, the anticipated budget shortfall is estimated at \$1.2 million in the first half of the biennium, and potentially \$1.7 million in the second half of the biennium.

NOW, THEREFORE, BE IT RESOLVED, that the Brookings-Harbor School District School Board formally recognizes and acknowledges this budget shortfall; and

BE IT FURTHER RESOLVED, that the school district will take the following steps to address the budget shortfall:

- The 2025-26 proposed budget includes a reduction of approximately 11 licensed (teaching or administrative) positions, and 4.75 classified managerial positions achieved through attrition and reduction in force.

- The district will continue a gradual taper of the ending fund balance (currently at 12% at the end of 2024-25 to align with the School Boards' 7.5% reserve target by 2026-2027.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

AYES:

NOES:

ABSENT:

ABSTENTION:

PASSED AND ADOPTED by the Brookings School District School Board on this 21st day of May, 2025.

Jay Trost

Board Chair

Nancy Raskauskas-Coons

Board Secretary