

Regular Board Meeting

Thursday, June 8, 2023 7:00 PM

Umatilla School District, 1001 6th St, Umatilla, OR 97882

A. **Call Meeting to Order**

B. **Open Budget Hearing**

C. **Public Input**

D. **Presentations**

D.1. Superintendents Advisory

D.2. Retirement

E. **Approve Agenda**

F. **Action Items**

F.1. Consent Agenda: Minutes for May Board Meeting,
May Budget Committee Minutes, HR Report,
Disbursements and Financial Statements.

F.2. Approve Umatilla High School Coaches Handbook

F.3. Approve Cross Country Collective with Irrigon

F.4. Approve Board & Superintendent Goals

G. **Close Budget Hearing**

H. **Adopt 2023-2024 Budget and Impose Taxes -
Resolution**

I. **Discussions**

J. **Other/Board Discussions**

K. **Staff Recognition**

L. **Reports**

L.1. McNary Heights Elementary School - Nicole
Coyle, Tim Young, Taunya Daniel

L.2. Clara Brownell Middle School - Rick Cotterell,
Anthony Brown

L.3. Umatilla High School - Bob Lorence, April
Dirksen, Scott Bow

L.4. Maintenance - Vinny Stefani

L.5. District - Heidi Sipe, Stephanie Williams-
Strege, Kim Gilsdorf, David Lougee, Julie Hunt,
Rikkilynn Starliper, Maria Sanchez, Pat Kerrigan

L.6. IMESD Talking Points

M. **Public Input**

N. **Adjourn**

Umatilla School District 6

Code: BDDH
Adopted: 10/11/95
Revised/Readopted: 2/11/04; 3/10/22
Orig. Code: BDDH

Public Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the program and operation of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.
2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will complete and submit the Intent to Speak card to the Board secretary prior to the Board meeting.¹ A request to give public comment in-person or electronically does not guarantee time will be available.
3. A person speaking during the public comment portion of the meeting may comment only on agenda items.
4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the district, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed.

¹ When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

- Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.

The Board will not hear public comment at Board work sessions.

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email to help@umatillasd.org. Materials or comments submitted at least 72 hours in advance of a Board meeting will be provided to the Board before the Board meeting, but will not be read at the Board meeting. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. Any association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 332.057](#)

[ORS 332.107](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).

Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

Oregon House Bill 2560 (2021).

Cross Reference(s):

BDDC - Board Meeting Agenda

KC - Community Involvement in Decision Making

Regular Board Meeting
Thursday, May 11, 2023 7:00 PM Pacific

Umatilla School District
1001 6th St
Umatilla, OR 97882

Josiah Barron: Present
Lesly Claustro-Sanguino: Absent
Toby Cranston: Present
Travis Eynon: Present
Veronica Gutierrez: Present
Jon Lorence: Present
Jorge Meza: Present
Present: 6, Absent: 1.

A. Call Meeting to Order

Jon Lorence called the meeting to order at approximately 7:01pm and then led the recitation of the Pledge of Allegiance.

B. Public Input

C. Approve Agenda

Motion to approve agenda as presented. This motion, made by Veronica Gutierrez and seconded by Josiah Barron, Carried.

Lesly Claustro-Sanguino: Absent, Josiah Barron: Yea, Toby Cranston: Yea, Travis Eynon: Yea, Veronica Gutierrez: Yea, Jon Lorence: Yea, Jorge Meza: Yea
Yea: 6, Nay: 0, Absent: 1

D. Action Items

D.1. Consent Agenda: Minutes for the April Board Meeting, HR Report, Disbursements and Financial Statements

Motion to approve consent agenda as presented. This motion, made by Josiah Barron and seconded by Veronica Gutierrez, Carried.

Lesly Claustro-Sanguino: Absent, Josiah Barron: Yea, Toby Cranston: Yea, Travis Eynon: Yea, Veronica Gutierrez: Yea, Jon Lorence: Yea, Jorge Meza: Yea
Yea: 6, Nay: 0, Absent: 1

D.2. Ratify UEA Contract

Motion to approve ratifying UAE Contract. This motion, made by Travis Eynon and seconded by Veronica Gutierrez, Carried.

Lesly Claustro-Sanguino: Absent, Jon Lorence: Abstain (With Conflict), Josiah Barron: Yea, Toby Cranston: Yea, Travis Eynon: Yea, Veronica Gutierrez: Yea, Jorge Meza: Yea
Yea: 5, Nay: 0, Absent: 1, Abstain (With Conflict): 1
Travis: Thankful to UAE district representatives.

D.3. Approve 5 Year MidCo Bus Contract

Motion to approve 5 year MidCo Bus Contract. This motion, made by Travis Eynon and seconded by Toby Cranston, Carried.

Lesly Claustro-Sanguino: Absent, Josiah Barron: Yea, Toby Cranston: Yea, Travis Eynon: Yea, Veronica Gutierrez: Yea, Jon Lorence: Yea, Jorge Meza: Yea

Yea: 6, Nay: 0, Absent: 1

Cost options for MidCo, 1 vs 5 year is not huge cost difference, but what we get between the two provides us with updates and other items we have asked for. Amendments will still be honored. The fines issued this school year have been limited to three times. Wage increases to drivers to match First Student to retain drivers.

The state still covers 70% of academic travel costs.

Travis: I appreciate the effort you've put forth in improvements. A year ago I did not feel the same way.

D.4. Approve Surplus

Motion to approve surplus. This motion, made by Josiah Barron and seconded by Jorge Meza, Carried.

Lesly Claustro-Sanguino: Absent, Josiah Barron: Yea, Toby Cranston: Yea, Travis Eynon: Yea, Veronica Gutierrez: Yea, Jon Lorence: Yea, Jorge Meza: Yea

Yea: 6, Nay: 0, Absent: 1

E. Discussions

F. Other/Board Discussions

Josiah: Thank you from the Umatilla Chamber to USD for letting us use the high school for our resource festival.

G. Staff Recognition

Senator Wyden, Tamara, Trista, Daphne, Crystal, Lizzy, Enrique, Pedro, Megan, Oscar, Rex, Alice, Judith, Amy, Jerry and Vinny.

H. Reports

H.1. McNary Heights Elementary School – Nicole Coyle, Tim Young, Taunya Daniel

Tim: Teacher appreciation week and we have a lot of great teachers. Classified staff has been amazing at showing their support for teachers. Lizzy has been so great to work with and her turn around times amazing.

Taunya: Nurses appreciation week, Trista is amazing.

H.2. Clara Brownell Middle School – Rick Cotterell, Anthony Brown

Rick: Nurse and teacher appreciation has been fun this week. 8th grade graduation is June 6th. We really appreciate Daphne and Crystal.

Anthony: Crystal and Daphne worked really hard on my costume for spirit week. I've taught a lot of places and these are some great teachers.

H.3. Umatilla High School – Bob Lorence, April Dirksen, Scott Bow

Bob and April are at CommuniCares tonight delivering checks.

Jon: Working with Good Shepherd to develop a healthcare workforce pipeline with the school.

H.4. Maintenance - Vinny Stefani

Vinny: Really good response with the science classroom plumbing issue.

H.5. District – Heidi Sipe, Stephanie Williams-Strege, Kim Gilsdorf, David Lougee, Julie Hunt, Rikkilynn Starliper, Maria Sanchez, Pat Kerrigan

Stephanie: Appreciate the recognition of the soccer crew. It has been a really exciting thing to see. The kids have been doing really well. 5:30 here in Umatilla and 9am Saturday here.

David: Grow Your Own on OPB. Number of books checked out this year was 33,000 with 80% being from McNary.

Rikkilynn: Oregon Healthy School went well and working on getting all grant money spent. Last waste audit and it looks like 4th grade is going to win the least waste. Reports and getting ready for next year.

Kim: Budget Committee meeting next week at UHS.

Karen: Positive bargaining experience. Thank you to everyone for making up feel so appreciated.

Heidi: We sold the bond this week. The credit rating report came back great thanks to all of you, administrators and our fiscally responsible budget. We will come in lower than anticipated in cost to tax payers and we came in at a \$2 million dollar premium.

H.6. IMESD Talking Points

I. Public Input

J. Adjourn

The meeting adjourned at 7:37pm.

Board Chair

Superintendent

Umatilla School District #6R
Financial Update
May 2023

The following Financial Update highlights the significant transactions for the Umatilla School District for the month:

General Fund Highlights:

- The General Fund collected the following:
 - Basic School Support, \$1,313,911.09 (2022-23 School Year)
 - Basic School Support, \$(10,082.92) 2021-22 Reconciliation
 - Property taxes: Current year, \$9,102, Prior year, \$4,686

- Special Revenue Funds collected:
 - Federal and State Grant reimbursements have been requested as the school/fiscal year is winding down.

- A copy of the check register is attached for your review. Current month obligation checks totaled \$304,345.42. Some of the larger expenditures include:

Apollo Sheet Metal Inc. – Heat Exchanger repair/replacement at UHS
Blue Mountain Community College – Early College credits
Dry Box Inc. – Storage container
InterMountain ESD – Network cameras (replacements) and office supplies

Other Notes:

UMATILLA SCHOOL DISTRICT 6R General Fund
Statement of 2022-2023 Anticipated Revenue

5/31/2023

Account	Budget	YTD Revenue	Anticipated	Total	+/(-) Budget
1111 Current Year's Levy*	\$ 4,300,000	\$ 4,426,860	78,498	\$ 4,505,358	\$ 205,358
1112 Prior Years' Levy*	75,000	71,537	9,110	80,647	5,647
1113-1190 County Sales Tax-Pymt in Lieu	300	233	0	233	(67)
1500 Earnings on Investments	40,000	184,153	15,000	199,153	159,153
1710 Admissions	2,000	-	-	-	(2,000)
1920 Contributions & Donations	500	16,448	-	16,448	15,948
1941 Svc Oth Dist Within State	25,000	-	-	-	(25,000)
1990 Miscellaneous (Includes Recovery)	35,000	86,416	-	86,416	51,416
2101 County School Fund*	35,000	52,192	-	52,192	17,192
2199 Other Intermediate Sources	-	7,328	2,960	10,288	10,288
3101 State School Support Fund*	12,200,000	12,972,939	-	12,972,939	772,939
<i>BSSF - 2021-22 Adjustment</i>	-	(10,083)	-	(10,083)	(10,083)
3103 Common School Fund*	135,000	159,032	-	159,032	24,032
3299 Restricted State Other Grants	-	6,983	-	6,983	6,983
4500 Restricted Fed Govt thru State	-	17,626	-	17,626	17,626
4700 Federal Grants Thru Other Agencies	-	-	-	-	-
4801 Federal Forest Fees*	-	2,902	-	2,902	2,902
5000 Other Sources	-	-	-	-	-
Total Revenue	\$ 16,847,800	\$ 17,994,567	\$ 105,568	\$ 18,100,136	\$ 1,252,336
5400 Beginning Fund Balance	4,734,300	4,628,603	-	4,628,603	(105,697)
TOTAL RESOURCES	\$ 21,582,100	\$ 22,623,170	\$ 105,568	\$ 22,728,739	\$ 1,146,639

* Local Revenue included within state formula.

PROJECTED ENDING FUND BALANCE CALCULATION

Revenues	\$ 18,100,136
Expenditures Estimated	<u>17,906,286</u>
Revenues Over (Under) Expend.	193,850
Beginning Fund Balance - AUDITED	<u>4,628,603</u>
Projected Ending Fund Balance	<u>4,822,453</u>
Unappropriated Ending Fund Balance	\$ -

Basic School Support Estimate

2022-2023 BSSF Estimate as of May 19, 2022	
1,362 ADMr	12,376,401
2022-2023 BSSF Estimate as of Nov. 23, 2022	
1,344 ADMr	12,431,290
2022-2023 BSSF Estimate as of Mar. 21, 2023	
1,397 ADMr	12,988,991
2022-2023 BSSF Estimate as of April 28, 2023	
1,397 ADMr	12,972,726

Historical Expenditure Review

Expenditures 2023	17,906,286	<i>Estimated</i>
Expenditures 2022	16,554,990	<i>Audited</i>

UMATILLA School District 6R
Statement of 2022-2023 Anticipated Expenditures

5/31/2023

Cost Center	Budget	Encumbrances	YTD Expenditures	Free Balance
1111 Elementary (MHES)	\$ 4,242,895	\$ 859,814	\$ 3,519,407	\$ (136,326)
1121 CBMS Middle School	1,795,476	286,811	1,142,403	366,263
1122 CBMS Extra Curricular	79,185	1,006	55,603	22,577
1131 Umatilla High School	2,641,468	586,542	1,944,104	110,821
1132 Umatilla HS Extra Curricular	388,136	80,757	371,517	(64,138)
1210 TAG Program	9,430	1,323	5,302	2,805
1250-1259 Special Education/Spec. Ed. Life Skills	1,894,584	219,293	1,291,901	383,390
1271 Remediation	112,029	18,547	55,223	38,259
1291 ELL Program	1,365,550	192,961	723,827	448,762
1430 UHS Summer School	9,192	-	-	9,192
1460 Special Programs Summer	21,488	-	-	21,488
2114 Student Accounting	229,118	44,201	157,874	27,044
2115 Student Safety	6,225	-	2,474	3,751
2120 Guidance Counseling	556,923	111,798	356,465	88,660
2130 Health Services	500	356	1,028	(884)
2140 Psychological Services	30,000	-	-	30,000
2210 Improvement of Instruction	142,470	8,111	72,456	61,903
2220 Educational Media Services	282,066	35,191	150,445	96,430
2230 Assessment & Testing	157,390	18,743	119,142	19,505
2240 Staff Development	393,698	-	65,697	328,001
2310-2321 Board/Superintendent	723,215	28,784	587,443	106,988
2410 Office of Principal	1,327,748	110,306	1,059,180	158,263
2520 Fiscal Services	254,765	18,070	248,242	(11,548)
2540 Plant Operations & Maintenance	2,307,042	189,652	1,645,655	471,736
2550-2558 Student/ Spec Ed. Transportation	847,750	181,808	642,350	23,593
2630-2639 Volunteer Programs/Other Info. Services	157,050	10,587	116,062	30,401
2640 HR Staff Services	132,900	9,910	119,354	3,636
2645-2649 Health Services/Other Staff Services	10,000	-	9,016	984
2660 Technology Services	524,710	30,653	411,464	82,593
2680 Interpret/Translation Services	900	-	1,433	(533)
3300 Community Services	26,197	317	8,664	17,216
6000 Contingencies	662,000	-	-	662,000
Total Expenditures	21,332,100	3,045,541	14,883,730	3,402,829
Transfer of Funds	250,000	250,000	-	-
Unappropriated Ending Fund Balance	-	-	-	-
TOTAL	\$ 21,582,100	\$ 3,295,541	\$ 14,883,730	\$ 3,402,829

FUNCTION	Budget	Encumbrances	YTD Expenditures	Free Balance
1000 Instructional Services	\$ 12,559,433	2,247,054	\$ 9,109,286	\$ 1,203,092
2000 Support Services	8,084,470	798,170	5,765,780	1,520,521
3000 Community Services	26,197	317	8,664	17,216
5000 Transfer of Funds	250,000	250,000	-	-
6000 Contingency	662,000	-	-	662,000
Total Expenditures	21,582,100	3,295,541	14,883,730	3,402,829
7000 Fund Balance	-	-	-	-
TOTAL	\$ 21,582,100	\$ 3,295,541	\$ 14,883,730	\$ 3,402,829

OBJECTS	Budget	Encumbrances	YTD Expenditures	Free Balance
100 Salaries	\$ 9,629,342	\$ 1,590,200	\$ 7,168,284	\$ 870,858
200 Payroll Taxes & Benefits	6,842,055	1,057,000	4,519,510	1,265,546
300 Purchased Services	2,388,095	290,755	1,751,937	345,403
400 Supplies and Materials	1,399,493	72,801	1,010,714	315,977
500 Capital Outlay	136,500	34,735	179,920	(78,155)
600 Other Objects	274,615	50	253,365	21,200
700 Interfund Transfers	250,000	250,000	-	-
800 Contingency	662,000	-	-	662,000
Total Expenditures	21,582,100	3,295,541	14,883,730	3,402,829
Unappropriated Ending Fund Balance	-	-	-	-
TOTAL	\$ 21,582,100	\$ 3,295,541	\$ 14,883,730	\$ 3,402,829

Umatilla SD Other Funds - 2022-2023

EXPENDITURES

Fund	Description	Budget	Encumbrances	YTD Expenditures	Free Balance
203	CTE Career Pathways	\$ 22,000	\$ -	1,963	\$ 20,037
204	Umatilla Sports Complex	32,610	-	-	32,610
205	ORTOP	10,000	-	-	10,000
206	Medicaid Claiming	123,440	-	-	123,440
207	SB 1149	40,500	-	-	40,500
210	ECIA Title I	574,950	83,864	343,856	147,231
211	Title IA ESSA	145,750	6,636	138,383	731
212	ECIA Title IIA	71,065	13,684	41,050	16,331
214	ECIA Title III	63,954	14,408	44,470	5,076
216	Title IVA Safe & Drug Free Schools	60,000	-	19,135	40,865
217	21st CCLC	559,276	58,093	460,166	41,016
218	Outdoor School	55,000	3,400	-	51,600
219	Title VIB REAP	42,000	-	12,124	29,876
221	Title 1C Migrant Ed	46,315	10,446	32,241	3,628
223	Children's Reading Foundation	3,201	-	-	3,201
224	IDEA	102,375	27,475	76,919	(2,019)
225	IDEA Enhancement Grant	3,125	-	-	3,125
230	CARES Act (ESSER I/CDL)	5,000	-	-	5,000
235	ESSER II Funds	830,200	82,762	472,493	274,945
236	ESSER III Funds	1,726,500	552,433	454,443	719,625
239	HS Success Grant	421,071	80,705	342,811	(2,445)
243	OR First Robotics Grant	20,000	-	-	20,000
250	Child Nutrition Fund	1,494,520	280,046	1,052,254	162,221
251	Farm to School Grant	40,000	7,878	32,918	(796)
255	Student Investment Acct (SIA)	1,298,700	193,456	867,992	237,252
258	Youth Transition Program Grant	126,995	14,166	71,977	40,852
259	Summer Academic Support Grant	295,675	-	248,966	46,709
261	Education Project Grant	18,500	-	-	18,500
267	OR Healthy Schools Grant	35,000	34,358	17,829	(17,187)
284	Daycare Center	83,650	5,113	50,934	27,602
285	MHES ASB	50,000	-	-	50,000
290	CBMS ASB	50,000	-	-	50,000
295	UHS ASB	235,000	-	-	235,000
299	Miscellaneous Grants	304,000	26,563	253,733	23,703
302	Debt Service	1,195,000	-	1,175,100	19,900
303	PERS UAL Debt Service	1,122,000	855,409	175,409	91,183
451	Capital Projects Fund	250,050	70,357	40,082	139,611
452	2016 GO Bond Capital Projects Fund	155,500	4,500	32,567	118,433
453	Construction Excise Tax	300,000	-	-	300,000
455	Capital Projects 2022 GO	48,650,000	618,150	501,101	47,530,749
	Total Expenditures	\$ 60,662,922	\$ 3,043,905	\$ 6,960,915	\$ 50,658,102

RECAP

Fund	Description	Beginning Balance	YTD Receipts	Expenditures	Ending Balance
203	CTE Career Pathways	\$ -	\$ -	1,963	\$ (1,963)
204	Umatilla Sports Complex	3,308	-	-	3,308
205	ORTOP	-	3,850	-	3,850
206	Medicaid Claiming	3,420	120,000	-	123,420
207	SB 1149	6,204	34,440	-	40,644
210	ECIA Title I	-	-	343,856	(343,856)
211	Title IA ESSA	-	95,684	138,383	(42,698)
212	ECIA Title IIA	-	-	41,050	(41,050)
214	ECIA Title III	-	4,654	44,470	(39,816)
216	Title IVA Safe & Drug Free Schools	-	19,135	19,135	-
217	21st CCLC	(153,158)	536,702	460,166	(76,622)
218	Outdoor School	(24,199)	25,099	-	900
219	Title VIB REAP	-	-	12,124	(12,124)
221	Title 1C Migrant Ed	-	3,375	32,241	(28,866)
223	Children's Reading Foundation	3,200	-	-	3,200
224	IDEA	-	-	76,919	(76,919)
225	IDEA Enhancement Grant	-	-	-	-
230	CARES Act (ESSER/CDL)	-	-	-	-
235	ESSER II Funds	(9,794)	419,710	472,493	(62,576)
236	ESSER III Funds	(248,824)	613,200	454,443	(90,067)
239	HS Success Grant	6	266,856	342,811	(75,949)
243	OR First Robotics Grant	-	-	-	-
250	Child Nutrition Fund	614,666	811,584	1,052,254	373,996
251	Farm to School Grant	(8,800)	26,800	32,918	(14,918)
255	Student Investment Acct (SIA)	190,073	951,813	867,992	273,894
258	Youth Transition Program Grant	9,383	46,657	71,977	(15,937)
259	Summer Academic Support Grant	-	248,966	248,966	-
261	Education Project Grant	18,040	432	-	18,472
267	OR Healthy Schools Grant	(3,139)	3,139	17,829	(17,829)
284	Daycare Center	59,591	92,689	50,934	101,346
285	MHES ASB	24,726	-	-	24,726
290	CBMS ASB	15,408	-	-	15,408
295	UHS ASB	169,879	-	-	169,879
299	Miscellaneous Grants	3,684	262,413	253,733	12,363
302	Debt Service	143,195	1,139,420	1,175,100	107,515
303	PERS UAL Debt Service	89,796	1,028,361	175,409	942,749
451	Capital Projects Fund	(21,624)	74,880	40,082	13,174
452	2016 GO Bond Capital Projects Fund	67,542	50,023	32,567	84,997
453	Construction Excise Tax	97,973	296,841	-	394,814
455	Capital Projects 2022 GO	-	47,648,839	501,101	47,147,738
	Total Resources	\$ 1,050,557	\$ 54,825,562	\$ 6,960,915	\$ 48,915,203

* Balances are Audited.

UMATILLA SCHOOL DISTRICT 6R
 Monthly Revenue and Expenditure Summary

GENERAL FUND

2022-2023

ACCT #	SOURCE	BUDGET	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	Projected	TOTAL	Over/(Under)
														JUNE		
RESOURCES																
1111	Current Year Taxes	4,300,000	-	-	-	-	3,560,357	652,684	60,041	33,965	92,440	18,271	9,102	78,498	4,505,358	205,358
1112	Prior Year Taxes	75,000	-	15,401	13,329	3,870	14,494	1,282	5,003	5,934	3,640	3,898	4,686	9,110	80,647	5,647
113-119	County Sales Tax-Pymt in Lieu	300	-	-	-	-	-	-	233	-	-	-	-	10,000	10,233	9,933
1500	Interest on Investments	40,000	6,392	9,284	9,589	10,701	16,205	23,354	24,561	23,903	25,792	25,194	9,177	15,000	199,153	159,153
1710	Admissions	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-	(2,000)
1920	Contributions	500	465	9,708	-	-	-	-	-	-	275	-	-	-	10,448	9,948
1941	Svc Oth Dist Within State	25,000	-	-	-	-	-	-	-	-	-	-	-	-	-	(25,000)
1990	Miscellaneous	35,000	1,823	4,116	204	7,418	217	17,682	265	32,537	1,804	3,436	16,965	-	86,468	51,468
2101	County School Funds	35,000	-	-	-	-	-	-	52,192	-	-	-	-	-	52,192	17,192
2199	Other Intermediate Sources	-	-	-	2,178	-	2,901	-	-	-	2,248	-	-	2,960	10,288	10,288
3101	State School Support	12,200,000	2,063,146	1,030,954	1,030,954	1,030,954	1,030,954	1,035,526	1,035,526	1,035,526	1,035,526	1,329,962	1,313,911	(8,749)	12,964,190	764,190
	2021-22 BSSF Reconciliation												(10,083)		(10,083)	(10,083)
3103	Common School Fund	135,000	76,199	-	-	-	-	-	-	82,833	-	-	-	-	159,032	24,032
3299	Other Restricted Grants-in-Aid	-	-	-	6,983	-	-	-	-	-	-	-	-	-	6,983	6,983
4500	Restricted Fed thru State	-	8,546	-	9,080	-	-	-	-	-	-	-	-	-	17,626	17,626
4700	Federal Grants thru Other Agencies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4801	Federal Forest Fees	-	-	-	-	-	-	-	2,902	-	-	-	-	-	2,902	2,902
5000	Other Sources	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Revenue	16,847,800	2,156,571	1,069,463	1,072,316	1,052,943	4,625,129	1,730,529	1,180,724	1,214,698	1,161,725	1,380,761	1,343,758	106,819	18,095,437	1,247,637
5400	Beginning Fund Balance	4,734,300	4,628,603	-	-	-	-	-	-	-	-	-	-	-	4,628,603	(105,697)
	Total Resources	21,582,100	6,785,174	1,069,463	1,072,316	1,052,943	4,625,129	1,730,529	1,180,724	1,214,698	1,161,725	1,380,761	1,343,758	106,819	22,724,040	1,141,940
REQUIREMENTS																
100	Salaries	9,629,342	146,709	179,607	727,573	767,626	761,400	756,902	736,870	753,460	750,613	755,059	832,465	1,705,000	8,873,284	756,058
200	Benefits	6,842,055	118,440	121,029	459,083	477,375	441,693	475,423	472,482	484,548	486,084	477,393	505,960	1,355,000	5,874,510	967,545
300	Purchased Services	2,388,095	66,187	213,285	75,886	106,625	172,711	197,882	301,237	87,911	302,802	162,253	65,156	285,000	2,036,937	351,158
400	Supplies & Materials	1,399,493	64,057	400,546	86,606	121,412	63,616	18,506	35,633	22,762	141,319	28,697	27,560	87,000	1,097,714	301,779
500	Capital Outlay	136,500	-	7,019	16,914	25,058	-	-	12,269	33,783	9,130	25,865	49,883	34,735	214,655	(78,155)
600	Other Objects	274,615	193,124	4,011	4,303	34,470	1,631	1,611	1,198	470	6,707	1,841	4,001	50	253,415	21,200
720	Transfers	250,000	-	-	-	-	-	-	-	-	-	-	-	250,000	250,000	-
800	Contingency	662,000	-	-	-	-	-	-	-	-	-	-	-	-	-	662,000
	Total Expenditures	21,582,100	588,517	925,496	1,370,366	1,532,565	1,441,052	1,450,324	1,559,688	1,382,935	1,696,656	1,451,108	1,485,025	3,716,785	18,600,515	2,981,585
Monthly Fund Balance		0	6,196,656	143,967	(298,050)	(479,622)	3,184,077	280,205	(378,964)	(168,236)	(534,930)	(70,347)	(141,266)	(3,609,966)	4,123,525	
Accumulated Fund Balance		0	6,196,656	6,340,624	6,042,574	5,562,952	8,747,029	9,027,234	8,648,271	8,480,034	7,945,104	7,874,757	7,733,491	4,123,525	4,123,525	
% of Budgeted Resources			31.44%	4.96%	4.97%	4.88%	21.43%	8.02%	5.47%	5.63%	5.38%	6.40%	6.23%	0.49%	105.29%	
% of Budgeted Requirements			2.73%	4.29%	6.35%	7.10%	6.68%	6.72%	7.23%	6.41%	7.86%	6.72%	6.88%	17.22%	86.18%	

Umatilla School District 6R
BOARD REPORT
May 2023

VENDOR	DETAIL	AMOUNT	FUND
1 3rd Generation	Produce	\$ 329.00	251
2 Act Inc	Work Keys Testing	\$ 425.50	
3 AG Optix	Greenhouse Supplies	\$ 2,475.60	267
4 AJ's Printed Apparel	T-shirts, Windbreakers	\$ 1,277.00	267
5 Apollo Sheet Metal Inc	UHS Heat Exchanger repair/replacement, Strainer for UHS Cooling	\$ 33,336.04	
6 American School Counsel	National membership due, Purchase order fee, state membership	\$ 189.00	
7 Baker City High school	Baker Invitational Track entry fee	\$ 100.00	
8 Banner Bank	Lodging; Meals; Coffee; Walmart; Adobe Creative cloud; Vengage; Netflix; Irrigation Supplies; PTO Supplies; IPM Training; Pitsco Registration	\$ 6,154.17	100; 217; 210; 219; 267
9 Bivins, Courtney	Solar System Supplies	\$ 39.81	217
10 Blue Mt Community College	Early College Credits	\$ 21,054.75	
11 Bound to Stay Bound Books	Library Books, various	\$ 2,693.70	
12 Bow, Scott	OADA Mileage Reimbursement; Golf Entry Fee reimbursement (Athletics)	\$ 461.30	
13 BSN Sports	Scrimmage Vest	\$ 282.04	217
14 Aparicio Hortencia, Nadia	Skirts for Folk Dance	\$ 50.10	217
15 Card My Yard	Last day sch SIGN	\$ 138.00	
16 Cardenas, Ramona	Mileage Reimbursement	\$ 28.82	
17 Cart and Can LLC	Dairy/Milk Purchases	\$ 18,159.40	250
18 Cascade Athletics Supplies	Wilson Tennis Balls	\$ 474.85	
19 Cascade Natural Gas	Heating Fuel	\$ 3,440.35	100; 250
20 Century Link	Telephone	\$ 1,162.12	
21 Chem-Aqua, Inc	Water TX Program	\$ 333.89	
22 CIT Technology Financial	Risco Copier Purchase	\$ 1,220.65	
23 City of Umatilla	April 2023 Services; Building Permit	\$ 10,311.27	100; 250; 236
24 Coleman Oil Company	Vehicle Fuel purchases	\$ 742.98	
25 Collins, Jeffrey	Mileage Reimbursement	\$ 238.42	
26 Cotterell, Richard	Drinks for Conference; Kahoot Subscription; Bowling maps rewards; Bouncy house	\$ 2,048.54	
27 Coyle, Ian	Travel Reimbursement	\$ 81.36	
28 Crown Paper & Janitori	Janitorial Supplies	\$ 4,033.45	
29 Daniel, Taunya	Seaside Cosa Conf	\$ 172.50	
30 Desert Springs Bottled	Water services	\$ 71.95	
31 Dry Box Inc	40' Storage container	\$ 1,950.00	
32 Eastern Oregon Sports	Teams; Base Fee	\$ 650.00	
33 EO Media Group	Budget ADV	\$ 126.00	
34 Estrellita Inc	Lunita Program; Shipping	\$ 772.36	
35 Eynon, Travis	NSBA Travel Reimbursement	\$ 484.11	
36 Family, Career & Community	Chapter 22171	\$ 2,910.00	255
37 Follet School Solutions	Destiny Versa Scan; Shipping	\$ 1,008.91	
38 Follet Content Solutions	Library Books; book processing	\$ 2,986.30	
39 Garrett, Jonathan	Baseball Gear; lodging Eugene	\$ 1,022.78	
40 Garrett Hemann Roberts	Legal Fees	\$ 1,903.00	
41 Gattis, Tammy	Steam Supplies	\$ 12.86	217
42 Gebers, Keith	Entry fee 5/5/2023; medals	\$ 495.19	
43 Golf Course at Birch	Tournament rounds/driving range	\$ 368.00	
44 Gutierrez, Veronica	Travel Expenses	\$ 193.00	
45 Herff Jones	Diploma; honor cords	\$ 648.74	
46 Hermiston Auto Parts	Maintenance supplies	\$ 468.58	
47 Hilton Denver City	Lodging FCCLA Leardership	\$ 4,625.00	255
48 Home Depot	FRC Robotics; Maintenance/grounds supplies; Garden supplies	\$ 8,794.55	100; 267; 239;
49 InterMountain ESD	Toner; Copy paper; 70' TV; Network Cameras, Licensing; Phone; Wireless Adapter	\$ 33,048.92	100; 236
50 Inland Development	Telecommunications	\$ 237.21	
51 Jepsen, Margaret	Tuition Reimbursement	\$ 2,200.00	100; 299
52 Jimmy's Johns Portable	Porta Potty Rentals	\$ 260.00	
53 Johnson Controls Security	Time and Material Services	\$ 940.95	
54 Kelley Connect Co.	Copies	\$ 84.98	
55 KIE Supply Corporation	Irrigation Supplies	\$ 271.70	
56 Klucas, Austin	Animal Habitat Supply	\$ 12.53	217
57 Kopacz Nursery	River Rock; Landscape Fabric	\$ 1,028.00	267
58 Leaf Capital Funding	April 2023;Kyocera Copiers	\$ 3,558.85	
59 Ledbetter's Refrigeration	Cooler & Freezer repair	\$ 1,435.90	250
60 Janice Levy	Counseling Services	\$ 100.00	255
61 Lorence, Megan	Soccer Ref	\$ 60.00	217
62 Lorence, Tricia	T-shirts, Lunch ladies	\$ 209.85	
63 McMaster- Carr Supply	FRC Robotics	\$ 75.75	239
64 Nygren, Holly	Classroom Supplies	\$ 85.92	235
65 OR Dept of Consumer	Elevator Permit	\$ 197.12	
66 Oregon FCCLA	2023 State Leadership Fees	\$ 775.00	255
67 ORTOP FTC Registration	Registration FTC Season	\$ 2,520.00	217
68 OSBA	Board Conference Registration Fee (Natalie)	\$ 575.00	

VENDOR	DETAIL	AMOUNT	FUND
69 Pacific Power	Electricity	\$ 851.27	
70 PBS Engineering	AHERA Surveillance (Asbestos TAP Grant)	\$ 1,500.00	452
71 Pendleton High School	Tennis Entry Fee	\$ 150.00	
72 Pottorff, Coni	COSA Conf Seaside	\$ 172.50	
73 QBSI- XEROX	RISO Copier Maintenance	\$ 5,550.33	
74 R&R SPORTS TROPHIES	Bridge Builder awards; Retirement Clocks	\$ 362.00	
75 Red Lion Inn and Suite	Lodging Track Ontario	\$ 1,311.21	
76 Sanchez Rosales, Maria	PTO Gifts	\$ 59.72	
77 Simplot Grower Solutio	Fertilizer Supplies	\$ 28.75	
78 Sipe, Heidi	Mileage Reimbursement	\$ 1,815.01	
79 Smitty's Ace Hardware	Maintenance Supplies	\$ 221.70	
80 Starliper, Rikkilynn	Fuel For Van	\$ 87.06	267
81 State of OR/ EMPL	QTR Unemployment claims	\$ 4,424.66	100; 250
82 Stoel Rives LLP	Legal Services for Bond Projects	\$ 378.00	455
83 Ted Brown Music	Instrument Rentals; Band supplies	\$ 907.47	100; 217
84 Tesch, Deborah	Student tickets for play in Portland	\$ 1,224.00	
85 TK Elavator Corporation	HS Elevator Maintenance	\$ 420.23	
86 Trott, Sheila	Appelbaum Training	\$ 34.00	
87 Umatilla Chamber of Commerce	Distinguished Citizen; Chamber Banquet Tickets	\$ 840.00	
88 Umatilla Child Nutrition	All Staff Breakfast	\$ 964.08	
89 Umatilla Co. Enviroment	Bi-Yearly Sanitation inspections	\$ 576.00	250
90 Umatilla HS ASB	Bond Project Advertising (reimbursed)	\$ 1,110.98	455
91 Umatilla Morrow County	Grant 123 Transportation Services	\$ 223.96	
92 United Salad CO.	Food Supplies/Produce	\$ 2,408.52	250
93 US. Foods	Food and Supply purchases	\$ 84,718.29	250
94 Willamette ESD	Powerschool Services Quarterly installment	\$ 5,140.56	
95 Young, Timothy	COSA Conf Seaside	\$ 241.50	

TOTAL

\$ 304,345.42

Fund 203-Career Pathways Grant	Fund 236-ESSER III Funds
Fund 204-Umatilla Sports	Fund 239 - Measure 98
Fund 205-ORTOP	Fund 243-Oregon FIRST Robotics Program
Fund 206-Medicaid Administration	Fund 250-Food Service
Fund 207-SB-1149	Fund 251-Farm to School
Fund 210-Title IA Improving Basic	Fund 255-Student Investment Account
Fund 211-Title IA - ESSA	Fund 258-Youth Transition (YTP)
Fund 212-Title IIA-PTR	Fund 259-Summer Academic Support Grant
Fund 214-Limited English Prof.	Fund 261-State Education Project (Lottery)
Fund 216-Title IVA - Safe & Drug	Fund 267-OR Healthy Schools Grant
Fund 217-21st CCLC	Fund 284-Daycare Center
Fund 218 - Outdoor School	Fund 285-Elementary A S B (MHES)
Fund 219-Title VIB - Rural Low	Fund 290-Middle A S B (CBMS)
Fund 221-Title 1C Migrant	Fund 295-High A S B (UHS)
Fund 223-Children's Reading	Fund 299-Miscellaneous
Fund 224-I.D.E.A.	Fund 302-Debt Service - High School
Fund 225-Special Ed. I.D.E.A.	Fund 303-Debt Service - PERS UAL
Fund 227-Gear Up!	Fund 451-Capital Projects
Fund 230-Cares (ESSER I/CDL)	Fund 452-2016 GO Bond Capital Projects
Fund 235-ESSER II Funds	Fund 453-Construction Excise Tax
	Fund 455-2022 GO Bond Capital Projects

UMATILLA SCHOOL DISTRICT 6R
Budget Committee Meeting
May 17, 2023

Chairman Jon Lorence called the first meeting of the Umatilla School District 6R, Budget Committee to order at approximately 7:00 PM, May 17, 2023, at the Umatilla High School, as advertised in the East Oregonian newspaper and the Umatilla School District website.

PRESENT

Directors	Appointed Members	Staff Members
Jon Lorence	Susana Sotello	Heidi Sipe
Travis Eynon	Arnell Eynon	Kim Gilsdorf
Veronica Gutierrez	Becky Fink	Natalie Aufdermauer
Josiah Barron	Randi Garrett	Bob Lorence
		Rick Cotterell
		David Lougee

Director Chairman Lorence called the meeting to order at 7:00pm, asked all to stand for the Pledge of Allegiance and welcomed everyone to the meeting. Chairman Lorence then instructed the group that officers needed to be elected.

Election of Officers

Chairman Lorence asked for nominations for Chairman of the Budget Committee. Becky Fink nominated Arnell Eynon.

Voting: Unanimous

The gavel was turned over to Chairman Eynon.

Presentation of Budget Message

The Budget Message was read by Superintendent Sipe.

The 2023-2024 total estimated expenditures are \$87,244, 276. This is an increase of \$54,486,504 from the 2022-23 budget. Generally, the overall instruction and operations budget is similar in size as compared to the current budget; however, the construction bond accounts for the large increase in budgeted funds. The district continues to use and leverage state funding from the SIA totalling \$1,274,875 and \$2,024,705 in ESSER funds to support students as we continue to help students recover from the impacts of two disrupted years due to COVID-19.

Presentations by Staff

David Lougee Mr. Lougee presented his budget.

Anthony Brown Mr. Brown presented the budget for CBMS Athletics.

Rick Cotterell Mr. Cottorell presented the budget for CBMS.

Bob Lorence Mr. Lorence presented the budget for UHS & UHS Athletics.

Vincent Stefani Mr. Stefani presented his budget for maintenance and grounds.

Superintendent Sipe presented the budget for Nicole Coyle, McNary.

Deliberation

Mrs. Eynon asked the committee if anyone had any questions or thoughts.

Motion: By Travis Eynon, moved that the budget committee of Umatilla School District 6R approve the 2023-2024 Budget in the amount of \$87,244,276 for the entire operations of the District.

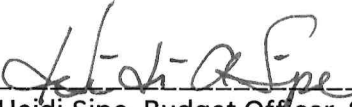
I also move to approve the taxes for the 2023-2024 fiscal year at the permanent tax rate of \$4.9224 per \$1,000 of assessed valuation for operating purposes in the general fund, and in the amount of \$2,130,000 for bonds.

Voting: Unanimous.

There being no further business the meeting adjourned at approximately 7:38 pm.



Amell Eynon, Budget Committee Chairman



Heidi Sipe, Budget Officer, Superintendent

UMATILLA SCHOOL DISTRICT #6R

June 08, 2023

Superintendent's Recommendation

Recommendations for Hire:

Samatha Erz - UHS Head Volleyball Coach - Samantha has always had a real passion for Volleyball and is really excited about the opportunity to extend her relationships from students in the classroom to the court.

Blanca Ramirez - UHS Assistant Volleyball Coach - Blanca is an Educational Assistant/Licensed Substitute in the HS and has already had a passion for helping and organizing events. She is more new to coaching the skills of Volleyball but has been a real active member in helping out through coaching and running cheer events/pageants. She works extremely well with Samantha and will be a great fit.

Iridiana Campos - Accounts Payable Clerk- A Umatilla alumni, Iri brings great experience to us from her most recent role as an Accounts Receivable clerk for a dental office.

Dan Durfey - UHS Athletic Director- After many years as a coach and teacher in Umatilla, Mr. Durfey will be transitioning to .5 FTE Athletic Director (TOSA) and .5 FTE science teacher at CBMS (current role). He has been a collegiate athlete, a basketball and football coach and has coached at the youth, middle, Junior Varsity and Varsity levels.

Resignations:

Audrey Tinnin - CBMS Teacher

Carly Valadez - CBMS Teacher

Coach Resignations:

Alex Cooper - CBMS Boys Basketball Coach

From: **Alex Cooper** <coopera@umatillasd.org>

Date: Thu, May 25, 2023 at 8:00 AM

Subject: Thank you

To: Anthony Brown <browna@umatillasd.org>

Dear Mr. Brown,

Thank you for your leadership, dedication, and good cheer in handling your multiple hats. I appreciated getting to interact with you a bit and your work style. I know that you were an important addition to the community this year and that you will continue to make a great contribution to it.

I will be moving on to pursue new teaching opportunities and will miss the community here and your part within it.

Wishing you all the best,

Alex

Audrey Tinnin
audreytinnin@gmail.com
(509) 396-1605

Dear Umatilla School Board,

I am writing to inform you of my resignation from Clara Brownell Middle School. My final day with the district will be June 12th, 2023.

I appreciate the opportunity to work in the Umatilla School District. I have learned so much during my time here, and I will carry those lessons with me throughout the rest of my career.

Thank you for your understanding and support at this time.

Best,
Audrey Tinnin

Carly Valadez
820 West Tamarack
Hermiston, OR 97838

May 11, 2023

Rick Cotterell
Principal
Clara Brownell Middle School
1300 7th St.
Umatilla, OR 97882

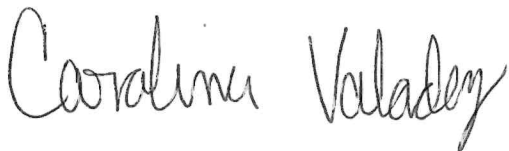
Dear Mr. Cotterell:

It is with a heavy heart and many tears that I submit my resignation as the *CBMS ELA Teacher, UHS JV Volleyball Coach, CBMS Boys and Girls Basketball Coach, and CBMS Track Coach*. The last seven years at Clara Brownell Middle School have been wonderful. I will forever carry and cherish the memories that were created. It is no secret that my first two years at CBMS was rocky. With time and a lot of patience, I became a blossomed veteran. Umatilla believed in me and gave me the opportunity to grow and prove myself. You gave me the skills, opportunities and understanding on what it means to be a respected teacher. During the seven years of teaching, I not only created friends and connections with my kids, I created a home. A home that allowed me to be myself. Umatilla will always have a piece of my heart and will be greatly missed.

As I move forward in the next chapter of my career, I will be continue teaching and coaching at Stanfield Secondary School. I plan to take the skills you have embraced me with and use them to teach and coach a new set of students. With a new adventure ahead, I would be kidding myself if I did not say I am petrified. Moving to high school athletics and teaching high school ELA is a whole new level, but I know as I take a new step in life Umatilla will be cheering me on from afar. I hope the connections I made and the home I created will welcome me back from time to time for a quick visit, or a greasy-taco-truck lunch. Who knows, maybe one day I will find myself back in Umatilla with more experience and possibly more hidden gray hair.

Thank you again for everything. I wish you and everyone else all the best. I will miss you all and the kids tremendously!

Sincerely,

A handwritten signature in cursive script that reads "Carly Valadez". The signature is written in black ink and is positioned below the "Sincerely," text.

Carly Valadez
Teacher & Coach



Umatilla Middle and High School Coaches Handbook

Updated May 2023

Umatilla High School
1400 7th Street
Umatilla, OR 97882

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Overview

Welcome to the Umatilla School District Athletic Coaching Handbook, a comprehensive guide designed to support coaches in their invaluable work. As a coach, you play a pivotal role in not only developing athletic skills but also fostering character, discipline, and teamwork among your players. This handbook is a valuable resource that will provide you with essential information to help you handle issues as they arise throughout the year. It is not meant to cover every question; however, it is intended to provide consistency and guidance for the athletic program as a whole.

Contact information

For assistance with Athletic questions, please contact our high school Athletic Director, Dan Dufey at dufeyd@umatillasd.org or middle school Athletic Director, Anthony Brown at browna@umatillasd.org If your AD is unable to answer your questions, please contact UHS

Principal, Bob Lorence, at lorenceb@umatillasd.org or CBMS Principal, Rick Cotterell, at cotterellr@umatillasd.org

Oregon School Activities Association Handbook

Most questions regarding OSAA rules and guidelines can be answered by reviewing the [OSAA Handbook](#). Each coach is responsible for understanding the handbook and abiding by the requirements set forth by the OSAA. Coaches who incur fines for failure to abide by regulations may be required to pay the fines themselves.

Student Handbook

Most questions regarding athletic requirements (grade checks, physical requirements, etc) can be found in the [Student Athletic Handbook](#). Please be sure you are familiar with the Handbook and ask any questions you may have about the handbook prior to your season starting. Please note, page 12 of the handbook is a confirmation that the student and caregiver have read and agree to abide by the handbook. Please collect those papers, scan/photograph them and put them in the [shared drive folder here](#): or ask families to use the [Google Survey version of the form](#).


NCAA Guide for the College Bound Student

Questions about NCAA eligibility are likely answered in their [resource guide](#). Please use the guide as a reference tool for coaches, players and families.

Coaches Code of Ethics (NFHS)

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student should be treated with the utmost respect, and his or her welfare should be considered in decisions by the coach at all times. Accordingly, the following guidelines for coaches have been adopted by the [NFHS Board of Directors](#).

The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.



The coach shall uphold the honor and dignity of the profession. In all personal contact with students, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

- The coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.
- The coach shall avoid the use of alcohol and tobacco products when in contact with players.
- The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
- The coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
- The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.
- The coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.
- The coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.
- The coach shall not exert pressure on faculty members to give students special consideration.
- The coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.

Head Coach's Responsibilities

The following are considered as an extension and/or clarification of the job description responsibilities.

Year-round responsibilities

- Recognize accountable for every aspect of their program and take steps to see that it is one of quality.
- Formulate objectives for the coming sports season in cooperation with the other coaches or specific sport staff.

- Keep abreast of new knowledge and techniques and encourage assistant coaches to do the same.
- Possess a working knowledge of rules and regulations regarding his/her sport as presented in the OSAA handbook. Keep abreast of the rules and rule changes of the sport.
- Be aware of and adhere to all league rules, policies and procedures. Such documents will be provided by the Athletic Director.
- If there is ANY doubt about a participant's eligibility, either scholastically or with residency, check with the Athletic Director before this student participates in a contest. Ineligible players may practice, but may not play or perform.
- Maintain quality communication with the parents, and community.
- Maintain a current first-aid/CPR card or the equivalent in sports medicine.
- Be aware of potential problems in sports litigation. Take steps to prevent situations which may result in liability to self, other staff, or the school district to include the following, but not limited to:
 - Maintain accurate permanent records for documentation of injuries by completing the injury form ([online](#) or [paper](#)).
 - In case of serious injury, secure all equipment involved and retain its actual condition.
 - Document all written information given to athletes and keep attendance at meetings relating to safety, rules, and policies, i.e., football viewing of safety films. Keep documentation in practice plans and/or in the [Communications](#) folder for the respective sport.
 - Attend coaches meetings as called by the Athletic Director and/or Principal.
 - Review the status of program budget with the Athletic Director
 - High school coaches should meet with middle school coaches to coordinate programs and to review sequences of fundamentals. Middle school coaches should follow the guidelines/plans set forth by the high school head coach to build program continuity.

Additional seasonal responsibilities

Before the season:

- Inspect all protective equipment to be issued for the coming season. After clearing it with the Athletic Director, discard equipment that is not safe or is beyond repair. Submit surplus equipment lists to the Athletic Director prior to throwing it away so it may be board approved for disposal. Update [inventories](#) accordingly.
- Be sure each student has completed all of the necessary clearance forms prior to the first practice. No student will practice unless they are cleared. To determine

paperwork status, check the [UHS Master List found in the shared drive](#). The needed forms are:

- [Physical Examination](#)
- [Insurance or an insurance waiver](#)
- [Athletic Handbook Acknowledgement](#)
- Establish goals and expectations: Clearly define your team's goals for the season and communicate them to the coaching staff, players, and families.
- Build team cohesion: Organize team-building activities and exercises to foster a positive team culture. Encourage camaraderie, trust, and communication among players.
- All volunteer coaches must fill out a [volunteer form](#) and read the [volunteer coach job description](#). These might take a couple of weeks to come back from the screening process so it is important to have these submitted before the season begins. Complete [OSAA required trainings](#).
- Review rules and regulations: Ensure that both coaching staff and players have a thorough understanding of the rules and regulations governing your sport. The [NFHS Digital Rules app](#) may be of great benefit.
- Assess injury prevention strategies: Implement a proper warm-up routine and educate your coaching staff and players about injury prevention techniques. Emphasize the importance of proper technique and conditioning to reduce the risk of injuries.
- Establish communication channels: Set up effective communication channels among coaches, players, and parents. Use [Remind](#) for team meetings to keep everyone informed about schedules, expectations, and updates. If your team has a Facebook page, be sure it's been approved by the Athletic Director first and make sure the Athletic Director, Principal and Superintendent are admin on the page. Slack may be used for group communication that requires back/forth communication (such as questions from players). Texting or other social media formats are discouraged from use.
- Educate players on sportsmanship and values: Umatilla High is a STAR school with OSAA. Familiarize coaching staff, players and families with the [STAR resources](#) and values. Emphasize the importance of good sportsmanship, respect, and fair play. Instill values such as discipline, perseverance, and teamwork to help players grow not only as athletes but also as individuals. While this is a high school program, middle school coaches and students are expected to align to the same ideals and values.
- Remember, the pre-season sets the foundation for a successful season. Focus on individual and team development while promoting a positive and supportive environment for your players.

- Arrange for a systematic and responsible method of issuing and fitting school equipment to students. Maintain checkout lists and keep current inventory in the shared drive folder [Rosters and Inventory](#).
- Attend season family night hosted by the Athletic Director. [Template for presentation is here](#).
- Report any unsafe conditions in the practice facility that could result in injury to the Athletic Director and file a maintenance ticket by emailing district.maintenance@umatillasd.org

Pre-Season Checklist

	CPR/First Aid Card Expiration Date _____
	Update NFHS Certifications
	Send in all volunteer coach forms and have volunteer coaches sign the job description
	Check and update inventory
	Check schedule on OSAA
	Request substitutes for schedule needs
	Review this handbook, the Athletic Handbook and the OSAA handbook
	Obtain a med kit from Nurse Bow (bowt@umatillasd.org). Identify staff responsible for notifying her as items are used to ensure replacement plans during season. Return to Nurse Bow after season.
	Sign your contract and make sure assistant coaches have signed theirs. Need a contract? Email Josy at chavezj@umatillasd.org
	Submit facilities requests for off-season use
	Submit Rosters to OSAA site . Be sure to include coaching staff as well.
	Submit requisitions for approval to Athletic Director.
	Review and sign job description using electronic link.
	Schedule parent meeting and/or distribute information on the sports meeting for your season

	Set up Remind and or Slack accounts for team communications
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During the season:

- Attend the rules interpretation meeting sponsored by OSAA as assigned by the Athletic Director. Middle school coaches should consult with the middle school AD for specific league rules as well.
- Explain all regulations of the [Athletic Handbook](#) and the [Complaint Procedures](#) to student participants and parents within the first week of practice.
- Clarify to athletes and their parents the criteria necessary to earn a letter award and maintain copies of any handouts given to families in the shared [Communications](#) folder.
- Have regular communication with the Athletic Director regarding transportation, officials, practice schedules, game management, team concerns/needs, etc.
- Assume responsibility for care of equipment.
- Follow the proper procedure for initiating purchase orders.
 - Confirm budget funds with the Athletic Director.
 - Fill out the [requisition form](#).
 - Submit to the Athletic Director for ordering.
 - When items arrive, [update inventory](#), sign packing slips and return to the Athletic Director. The Athletic Director will get the packing slip to the AP department after updating their records.
- Report any serious student injury immediately to parents, Principal, and Athletic Director. Fill out an [Accident Report Form](#) or print the [paper form](#) (also available from the school office) and turn it into the office within three (3) working days. In case of serious injury, secure all equipment involved and retain its actual condition.
- Follow the safety guidelines for air quality, concussion, steroids and supplements, heat and hydration, sports nutrition, wellness, and lighting from the [OSAA Health and Safety](#) page.
- When checking out equipment, emphasize to the athletes their responsibilities for taking care of equipment, lockers, towels, etc.
- Conduct regular practice sessions to refine skills, reinforce strategies, and improve team cohesion. Work on individual skills as well as team tactics to enhance overall performance. Maintain practice plans and heat index information for each day in the shared drive in the [Communications](#) folder for your sport. Consider video-taping various practice sessions showing fundamentals taught, terminology used, etc. Videos may also be saved in the [Communications](#) folder.
- Maintain open lines of communication with your players. Provide feedback, guidance, and constructive criticism to help them improve. Communicate game plans, lineups, and any changes effectively to the team.

- Player management: Understand your players' strengths, limitations, and needs. Manage playing time fairly, while also challenging and pushing each athlete to reach their full potential. Balance competition with player development.
- Team building and camaraderie: Foster a sense of unity and camaraderie among your players. Organize team-building activities, encourage positive interactions, and celebrate successes together.
- Engage with parents and support staff: Maintain regular communication with parents to keep them informed about team progress, schedules, and expectations. Collaborate with assistant coaches, trainers, and support staff to ensure a well-rounded support system for the team. Use [Remind](#) and Slack to communicate with players and families.
- Report scores to [OSAA](#) within required timeframes.
- Communicate with the media, being mindful of statements. Remember you are representing Umatilla High School, and Umatilla School District and need to respond to all questions in a manner that shows respect for all participants (players, coaches and officials) and emphasizes the strengths of the players and the plans for program (but never individual player) improvement.
- Provide accurate records and keep current information needed to compile eligibility lists, grade checks, and other information requested by the Athletic Director.
- Should an athlete quit mid-season, phone the caregivers to be sure they are aware the student is no longer part of the team (if translation help is needed, contact Maria Sanchez at sanchezm@umatillasd.org) Collect all gear/equipment from the player, update OSAA roster appropriately, and notify the athletic director.
- Provide an alphabetical squad list as soon as the squad is set and correct as necessary to the Athletic Director (and at least one week before the first contest). Include:
 - Name
 - Grade
 - Position
 - Height/Weight
- Before the first bus trip, review proper bus conduct and the schools return policy; students should sit with same-gender students after dark. Remind students of the bus expectations before each trip.
- Notify the Athletic Director of any suggested changes to the facilities.
- If necessary, medical forms for students are located in the shared drive under the [Master Student List](#) folder.
- Notify the Athletic Director and High School secretary of any roster/program changes at least two days prior to the home event.
- Turn in program information changes in time to have them appear in the next game program.
- Frequently remind athletes of eligibility and conduct requirements.

- Frequently inspect protective equipment to see that it is in good repair and properly fit for use.
- Keep dated records of the following in the shared drive for your respective sport:
 - Safety information or warnings discussed with or sent home to players and families.
 - Films about rules, fundamentals, safety, etc. shown to players and parents.
 - Rules clinics put on by local officials association.
 - Practice schedule for each day (include safety techniques emphasized in each drill).

End of Season

- Arrange for the systematic return of all school equipment and hold the athlete responsible for all equipment not returned. Notify the Athletic Director of any equipment not returned. The equipment will be returned and/or the athlete charged for the missing equipment within five (5) school days of the last contest, or before the athlete turns out for another sport. Maintain correspondence records of attempts to retrieve equipment in the [Communications](#) Folder.
- Arrange for issuing certificates, letters, and special awards at assemblies, sport socials, team potlucks, etc.
- Arrange for cleaning, storage, and inventory of all equipment within two (2) weeks of the last contest. Update [inventory in the folder](#).
- Be concerned with the care and maintenance of his/her facility by making recommendations concerning maintenance and improvements.
- Turn in and discuss with the Athletic Director the proposed budget for the following year.
- Submit recommendations to the Athletic Director for a proposed schedule of contests for the following year.
- Evaluate assistant coaches with the Athletic Director. Evaluation form is here.
- Send the post-season survey to all participants and families.
- Failure to complete the End of Season requirements may result in holding of the final coaching payment check.
- Share the [End of Season Survey](#) with athletes and their parents.

Coaching Absences

Coaches must be in attendance at all regularly scheduled practices and events. If for any reason the coach must be absent, they must inform the Athletic Director before noon so other arrangements can be made for practice/events. In addition to the AD, please notify all assistant coaches.

Coaching Clinics

The District supports professional development of coaches. Staying up-to-date on methods and hot topics is an important part of coaching. Coaches must get clinics and travel arrangements pre-approved by the AD prior to registering. Assistant coaches should be provided professional development as well and whole program clinics are encouraged and supported to the extent budget allows.

Transportation

Student transportation expectations are set forth in the [student athletic handbook](#) and the coaches in-season responsibility section. Coaches are expected to ride the bus and supervise students. If a support vehicle is needed, the AD must approve the transportation supervision plan.

The District provides a Type 20 bus and a district minivan. A Type 20 license is required for the Type 20 bus and a Type 10 license is required for the district minivan. If you'd like to use either vehicle, please make arrangements with the AD for obtaining appropriate licenses and scheduling use. At no time will staff or volunteers without appropriate licenses be allowed to operate the Type 20 or district minivan. At no time will students be transported in private vehicles without express written permission from the Building Principal.

All requests for transportation for trips are to be made on forms provided by the District, at the beginning of the season. Additional trips or changes should be made at least one week in advance.

Advance approval MUST be obtained from the administration before the District will be obligated to reimburse any staff member for any expenses. This includes mileage expenses. When possible, district vehicles will be used rather than personal cars. Use of school vehicles must be approved in advance. Itemized receipts must be submitted with the purchase order for reimbursement.

Students cannot stay overnight and meet the team the next day for a contest. If the team comes home, all come home.

Mailboxes

Each sport has a mailbox in the UHS office. Please check the mailbox regularly during the off-season and daily during the sports season. Please keep them clean and remove older items from them so they are ready for new mail/items.

Activity Conflicts

If a student has a conflict of activities or practice for an activity (scheduled at the same time), the following steps are to be taken:

1. The two advisors try to resolve the conflict by a schedule change.
2. If a schedule change is not possible, the advisors shall try to reach a mutual agreement that will benefit the student.
3. When a conflict between a family activity and a school activity arises and the student has a prior submitted written request from a parent, then that student will be excused from the activity with no repercussions.

Student Attendance

During Season Attendance Expectations

- When students are excused from class for a co-curricular activity they are not excused from make-up work. Make-up work needs to be completed according to the individual teacher's instructions.
- Students must be in attendance at school 5 out of 8 classes to participate in practices and competitions.
- Students will not miss class to retrieve equipment and/or materials needed for a trip.
- Students will not be permitted to participate in a contest or practice if they have an unexcused or unverified absence on that day.

Game Day Attendance

- Coaches must provide a current roster, in alphabetic order by last name) to the High School office on game day identifying students who will be absent from class due to competition. This roster must be supplied by 8:00 am on the day of the event. On the page, please indicate:
 - Activity
 - Date
 - Excuse from class time (not more than 10 minutes before departure)
 - Departure time

Scheduling Contests/Activities

All activities and athletic contests are to be scheduled by the Athletic Director with input from the coach in charge of the activity. A coach may request opponents or contests to the Athletic Director. The majority of the contests in which Umatilla participates are determined by the Eastern Oregon League one year in advance. Contest starting times are not changed without approval of the Athletic Director and proper notification to the press and radio station. Coaches should discuss, and obtain approval, any modifications to the regular schedule through the Athletic Director; i.e. overnight instead of coming home, changes in meal plans, etc. Facilities at the High School are scheduled through a Master Calendar of events and other community events. A calendar will be issued every two weeks to those involved.

ASB Accounts and Fundraising

Each sport/activity club has an ASB account. The Office Manager manages these accounts. Coaches/Advisors will check with the Office manager about their account balance before completing a purchase requisition. Coaches/Advisors will submit their purchase requisition form to the Athletic Director or Principal for approval. Once approved, they can order the equipment or supplies. Once items are received, coaches will mark off items received, sign and date the slip. Coaches will turn packing slips into the office manager. It is important to note that all funds, even ASB funds or donations, are used for computing Title IX and some requests may be denied if they would create an inequality concern.

Prior to any fundraising activities coaches and advisors must fill out fundraising forms. When possible, emphasize service projects for fundraising over selling of items.

Fundraising forms may be picked up from the athletic director or the UHS office. Completed forms will be returned to the athletic director at least four weeks prior to the activity. All fundraising activities need prior approval from the principal and superintendent. Athletes under the direct supervision of their advisors/coaches, may carry out fund-raising activities following approval.

Do NOT handle any of the money collected for your program. Give a list of students/parents who have authority to collect funds to the office. Office staff collects and will receipts the transaction. If it can't be collected by the office, have at least two District employees or two parents count the money and get it to the office as soon as possible. This applies to any money collected during the season or during the summer.

Fundraising/ASB Funds May Be Used For:

- Specialized equipment
- Camps/Trainings for student athletes
- "Spirit Packs" or Cheerleading Uniforms
- Team dinners
- Travel funds for scheduled events or championships
- Awards nights
- Volunteer and coaching recognition gifts (requires AD approval)
- Senior recognition (requires AD approval)

Fundraising/ASB Funds May NOT Be Used For:

- Coaches clothing
- Off rotation uniform purchases unless approved by AD and Principal
- Off season events unless approved by Athletic Director, Principal and Superintendent

Title IX Considerations


Title IX is an important law that ensures equitable access to programming for all students. Reviewing [this Title IX](#) guide is a way to gain a basic understanding of Title IX. It is important to note that all funding sources are considered for Title IX, for this purpose, coaches must check with the Athletic Director prior to making ASB account purchases and/or fundraising or accepting donations.

Budget Development

For the purposes of budget development, student participation numbers will be used. The count of students on the roster will be checked for the second league competition for each sport. An accurate roster of active students will be confirmed by the Athletic Director each season and these numbers will be utilized when budget for the coming year. Unduplicated student counts of all programs (varsity (or A), JV (or B) and C squads, etc.) will be used.

End of Season Athletic Awards Programs

Athletic award programs are to be scheduled in advance through the Athletic Director after each sport season. If special arrangements are needed, provide the information to the Athletic Director so that it may be taken into account. All awards programs will be



announced through a letter to parents to ensure that parents are aware of the event. If a season award night is utilized, all programs will meet together in the commons and then break into individual sports awards following all league recognition. Each sport shall participate in a single awards night per season.

Ejection Policy

When a student athlete/coach is ejected from an OSAA sanctioned event the school will be fined (\$50 or more). Each additional ejection by the same athlete throughout the course of the school year will increase the fine. The coach/athlete will not be able to coach or participate until the fine has been paid. If suspensions are warranted, the suspension will be served before returning to participation.

OACA Gold Card

The district will purchase an [OACA Membership and Gold Card](#) for each paid coach. This card provides liability protection and admission to sports throughout the region. Please see the Athletic Director for information on accessing your card.

Physical Examinations, Insurance and Impact Testing

Umatilla School District requires physical exams for all athletes. Middle school students are required to have a new physical examination every school year. All freshmen and juniors are required to have physical examinations prior to participating. Physical examinations must be performed by a physician, prior to athletic participation.

Umatilla School District has a partnership with Family Health Associates. Each spring and fall there will be free physicals provided at school for athletes needing a physical. Throughout the school year, appointments can be set up within the school day and transportation can be provided when physicals are needed. Students shall not participate without a record of passing a physical examination on file with the district. Records of the examination must be submitted to the Athletic Director and will be kept on file and reviewed by the coach prior to the start of any sport season.

Prior to playing, students must have the physical examination form, verification of insurance coverage and Impact testing completed.

Uniform Rotation and Clothing Allowances

Uniforms

Uniforms are exceptionally expensive and care must be taken in maintaining and caring for the uniform inventory. While replacement for damaged uniforms will occur off-cycle as needed, the following rotation plan is in place for uniforms. Unless limited by quantity/condition, JV (or B) and C squad will utilize uniforms rotated out of varsity use:

Soccer- Boys	2026-27
Soccer-Girls	2026-27
Cross Country	2023-24
Track	2024-25
Football	2023-24
Volleyball	2026-27
Basketball-Boys	2025-26
Basketball- Girls	2025-26
Wrestling	2025-26
Softball	2024-25
Baseball	2024-25
Golf	2026-27
Tennis	2026-27
Cheer	Annually- students purchase

Uniform rotation is subject to potential uniform life and additions of extra teams. Rotation years may be adjusted on AD discretion.

Nike Contract

Umatilla is a Nike school. By [contract](#), all uniforms and school purchased uniforms and/or clothing must be Nike brand. This includes warm-ups, sideline/on-field apparel, gloves and articles of any athletic nature including polos, tank tops, t-shirts, base layer, and hats, headbands, wristbands, bags, socks and gloves. Student purchased uniforms or clothing

may be any brand. All brands are allowable during practice sessions. Coaches must wear Nike for footwear, warm-ups, hats, polos, jackets and gloves.

All footwear and equipment may be ordered from the Nike vendor at a discount of 40% and at a discount of 45% for apparel. This discount applies to individual athletes and other organizations (including youth) for the schools. It is highly recommended that coaches purchase items through this contract, and support athletes in purchasing, by working with the Athletic Director.

Coaching Uniforms

Contracted and volunteer coaches who work at least 70% of the season (practice inclusive) will receive the following each year:

- Game Day Shoes (\$100 limit)- High School Only
- Jacket or Sweatshirt
- Polo- High School Only
- T-Shirt
- Hat
- Gloves (for outdoor sports with inclement weather) with AD approval

Any additional team gear may be purchased at the coach's expense. Coaches may not use the Nike discount for additional items as this would be a potential ethics violation.

Spirit Packs

Spirit packs may be purchased by students and kept by individual students. Spirit packs may consist of all or any of the following:

- T-shirts
- Short or Pants
- Sweatshirt or Jacket
- Socks

Communication with Student Athletes and Parents

Umatilla School District staff use Remind App to communicate with students. For help in getting set up with a Remind account, please see the Athletic Director. Slack may be used for back/forth communication needs.

Coaches need to monitor team communications and shut down any negative communications between team members. Remind athletes that they are held to the same standards spelled out in the Code of Conduct handbook and can be disciplined for any abuses monitored.

Coaches should not have personal conversations with athletes on personal cell phones or using the Remind or Slack platforms. Conversation should be limited to program/school related topics and are to remain on a professional level at all times. Conversation that diverts from program/school topics is inappropriate and may be subject to disciplinary action.

Facebook pages for teams are allowed; however, the Athletic Director, Principal and Superintendent must be set up as Admin on the account and all content must follow school rules. No other social media accounts are allowed for teams.

Practice Starting Dates

All sports begin on the OSAA set date. Ten days of athletic practice are required before a player may participate in a contest; exception being if the athlete was an active participant in a sport the previous season involved with post season play.

Missed Practices

Missed practices, excused or unexcused, will be handled in each sport by the head coach's discretion. Excessive truancy from practices may result in removal of the athlete from the team either by the coach or Administration.

Sunday/Holiday Practices

Practices may not be held on any Sunday or school holiday, unless there is an OSAA state playoff contest scheduled on the next school day after the Sunday/Holiday. Likewise all practices held during a vacation period must have prior approval of the Administration.

Open Gym

All open gyms must be scheduled with the Athletic Director.

- Open gym will not be permitted until the in-season sports are in their fourth week.
- Open gyms must follow the regulations set by the OSAA.
- Coaches must discuss their plans for open gyms with the Athletic Director and deal with issues such as supervision, participants, and use of the facilities.
- Open gyms include batting cages, weight room, outdoor facilities, etc.

Locker Rooms and Lockers

Each athlete is responsible for his or her locker room. The coach is responsible for opening and closing the room. Any episodes of theft will be referred to the coach of the student involved. No student should be left responsible for the locker room. Athletes will pick up after themselves and leave the locker room as clean as possible. When we play away from home that locker room should be left as clean as possible. The coach should be the first one in and last one out of the locker room, home or away. Coaches may also want to collect and lock up all valuables in the coaches' room to help deter theft.

Lockers and other district storage areas provided for a student's use remain under the jurisdiction of the district even when assigned to an individual student. The district reserves the right to inspect all lockers. A student has full responsibility for the security of the locker and is responsible for making certain it is locked and that the combination is not available to others. Valuables should never be stored in the student's locker. Lockers may be routinely inspected without prior notice to ensure no item which is prohibited on district premises is present, maintenance of proper sanitation, mechanical condition and safety and to reclaim district property including instructional materials.

Overnight Trips

Athletes attending overnight trips will remain with the team during the entire trip. During this time, students will follow all rules set forth by the coach or administration. Failure to follow these rules will result in disciplinary action that may lead to suspension or possible removal from the team as the Coach, Athletic Director or Administration feel is appropriate.

When traveling on overnight trips, all coaches and volunteers must:

- Refrain from consuming alcoholic beverages or controlled substances.
- Refrain from entering student hotel rooms unless in case of emergency, in which case two adults should enter together if possible.
- Check in prior to lights out should be done to ensure all students are in hotel rooms appropriately. Knocking on doors to confirm room occupancy, or asking for a group photo sent to the Slack account is acceptable. Room checks where chaperones enter hotel rooms are not.
- Provide check-in locations at given times to ensure students are accounted for throughout the event. It is not possible to have eyes on all students at all times during large events (track meets, etc.) but check-ins and emergency meet-up locations should be clearly communicated to all participants.

- Maintain a rooming list that is kept in the shared [Communications](#) folder.

First Aid/Injuries

Obtain a first aid kit from school nurse, Tamara Bow, (bowt@umatillasd.org) and be sure any used inventory is replaced promptly throughout the season. Review first aid procedures and emergency plans with coaches, trainers, and managers. Return the kit to Nurse Tamara at the end of the season.

Handling a Medical Emergency

Emergency Numbers Ambulance/Fire/Sheriff/Police – 911

High School Principal: Bob Lorence – Cell 541-571-7226

High School AD: Dan Durfey – 541-720-4771

Middle School Principal: Rick Cotterell – Cell 541-720-1203

Middle School AD: Anthony Brown – Cell 435-590-6604

When calling 911, give this information to dispatcher:

- Your Name
- School Name
- Phone number you are calling from
- Location
- Directions for entering campus
- Student name and type of injury

Proper procedures in a Medical Emergency

- A responsible person MUST stay with the injured student.
- Do not move a seriously injured student. (Especially with a back or neck injury.)
- Have a responsible person call appropriate persons.
- Have a responsible person meet an ambulance at the facility entrance.
- Have a copy of students' physical form.
- Contact parents ASAP
- Fill out an [injury](#) report form and file with the school nurse

Bleeding, Open Wounds, and Communicable Disease

The following is the NFHS policy concerning bleeding, open wounds, and blood on the uniform:

- A contestant or coach who is bleeding, who has an open wound, or who has blood on his/her uniform, shall be prohibited from participating further in the contest until appropriate treatment has been administered. If medical care or treatment can be administered in a reasonable amount of time, the individual would not have to leave the contest.
- The length of time that is considered reasonable is the official's judgment.

For full communicable disease information, see the [full NFHS guide](#).

Concussion Protocol

The Umatilla School District [concussion packet](#) is an essential tool in responding to students. Dr. Earl, with Family Health Associates, is considered our team doctor and will need to see every athlete who exhibits concussion symptoms. Once the Concussion Packet is completed, coaches will turn it into our school nurse. The school nurse will contact the athlete's family and help facilitate setting up an appointment with Dr. Earl. The athlete is not to return to any participation until Dr. Earl returns medical orders stating what the return to play schedule is. The coach must follow the return to play schedule and wait until the athlete receives Dr. Earl's medical clearance saying they can participate fully again.

Contest Management (Game Day): Areas of Responsibility

Sport	Coaches	Maintenance	Athletic Director
Football	Videotaping Game balls Ball fetchers Statistics Book Reporting game to OSAA Rule Book Media	Line field Placing and removing markers, flags, and padding Check benches Check/clean press box Ready restrooms Turn field lights on before game and off after game	Supervision Before game get cash box to Gate After game get cash box to vault Officials Programs to field Chain gang Announcer Check score clock Scorer/timer

JV FOOTBALL	<p>Game balls</p> <p>Ball fetchers</p> <p>Statistics Book</p> <p>Reporting game to OSAA</p> <p>Rule Book</p>	<p>Line field</p> <p>Placing and removing markers, flags, and padding</p> <p>Check benches</p> <p>Check/clean press box</p> <p>Ready restrooms</p> <p>Turn field lights on before game and off after game</p>	<p>Supervision</p> <p>Officials</p> <p>Programs to field</p> <p>Chain gang</p> <p>Announcer</p> <p>Check score clock</p> <p>Scorer/timer</p>
CROSS COUNTRY	<p>Trail layout</p> <p>Trail markers</p> <p>Numbers</p> <p>Timers</p> <p>Report scores to athletic.net</p>	<p>Make sure Cross-Country trail is clear and maintained</p>	<p>Assist with on-site needs as identified by coach</p> <p>Event staff</p>
VOLLEYBALL	<p>Game Balls</p> <p>Reporting contest</p> <p>Videotaping</p> <p>Put up nets</p> <p>Report contest to OSAA</p>	<p>Clean floor</p> <p>Set up Score table</p> <p>Set up bleachers – ASB Leadership students can help, request through April</p>	<p>Supervision</p> <p>Officials</p> <p>Scorebook</p> <p>Line Judges</p> <p>Programs to Gym</p> <p>Set up clocks</p>
SOCCER	<p>Game Balls</p> <p>Report contest to OSAA</p>	<p>Line field</p> <p>Check benches</p> <p>Ready restrooms</p>	<p>Supervision</p> <p>Officials</p> <p>Scoreboard</p>

			Programs to field
BOYS/GIRLS BASKETBALL	Game ball Stat keepers Rule book Videotaping Report game to OSAA	Set up score table Set up bleachers – ASB Leadership students can help, request through April Clean floor	Supervision Programs to Gym Before games get cash box to Boosters After games get cash box to vault Officials Scorebook/Keeper Timers Get water for Officials Announcer Score Clock Set up clocks
WRESTLING	Roll out mats/ Clean mats Set up clocks Tape mats Put mats away Announcer Hospitality set up and help Report match to OSAA	Set up score tables Set up bleachers	Supervision Officials Before matches get cash box to Gate After matches get cash box to vault

BASEBALL and SOFTBALL	Game balls Stats Rule book Set up score board Line infield Report match to OSAA	Field preparation – mow Paint lines on grass Set up fence on softball field	Supervision Umpires Scoreboard
TRACK	Setting up pits, hurdles, etc. Train event staff Report scores to Athletic.net Meet set up – rakes, tapes, etc. Hospitality set up and help	Prep field Blow off track Set up Discuss Netting Field marking before home meet	Assist with on-site needs as identified by coach Event staff
GOLF	Coordinate w/golf course Spotters Report scores to OSAA	N/A	N/A
TENNIS	Set-up match-ups w/ opposing team Report scores to TennisReporting	Check Nets Blow off Court Move Soccer Bleachers to South side sidewalk	Assist with on-site needs as identified by coach Event staff

Varsity Lettering Requirements

Varsity letters can be earned in each sport as follows:

FOOTBALL – A football player may earn a varsity "U" by being a member of the team for the entire season and one or more of the following:

- Participated in $\frac{1}{4}$ of the varsity league games;
- Played in a post-season game leading to the state finals.

VOLLEYBALL – A volleyball player may earn a varsity "U" by being a member of the program for the entire season and one or more of the following:

- Participated in $\frac{1}{2}$ of the varsity games played during the season.
- Played in games during the post-season leading to the state tournament.

SOCCKER – A soccer player may earn a varsity "U" by being a member of the program for the entire season and one or more of the following:

- Participating in $\frac{1}{4}$ of the varsity soccer halves during the regular league season.
- Played in a post-season playoff match leading to the state tournament.

CROSS COUNTRY – A runner may earn a varsity "U" by being a member of the program for the entire season and one or more of the following:

- Finish as one of the top seven (7) runners in a Varsity race at a minimum of four races.
- Finish as one of the top seven (7) runners at the District Cross Country meet.
- Run a sub 21:00 (Boys) or sub 25:00 (girls) at any meet in the district season

BASKETBALL – A basketball player may earn a varsity "U" by being a member of the program for the entire season and one or more of the following:

- Participating in $\frac{1}{4}$ of varsity quarters during the regular league season.
- Played in a district, regional or state tournament.

WRESTLING – A wrestler may earn a varsity "U" by being a member of the program for the entire season and one or more of the following:

- Participated in a minimum of five varsity matches.
- Placing (1-6) at the district tournament;



BASEBALL – A baseball player may earn a varsity "U" by being a member of the program for the entire season and one or more of the following:

- Participated in 15 innings during the varsity regular league games.
- Played in post-season games leading to the state tournaments.

TRACK AND FIELD – A track and field participant may earn a varsity "U" by being a member of the team for the entire season and one or more of the following:

- Earning 15 points at track meets during the regular season.
- Earning points at the district track meet.
- Qualified for the State track meet.

TENNIS – A tennis player may earn a varsity "U" by being a member of the team for the entire season and one or more of the following:

- Participating in ½ of the varsity matches within the regular season.
- Participating in the district or state tournaments.

SOFTBALL - A softball player may earn a varsity "U" by being a member of the program for the entire season and one or more of the following;

- Participating in 15 varsity innings during the regular season varsity games.
- Played in post-season games leading to the state tournament.

GOLF - A golfer may earn a varsity "U" by being a member of the program for the entire season and one or more of the following;

- Golfed in ½ of the varsity matches during the regular season.
- Participated in post-season tournaments leading up to the state tournament.

BAND – A Band member may earn a varsity "U" by being a member of the Concert Band for the entire year and one or more of the following:

- Perform in the Pep Band for football and basketball games.
- Performed well in two or more regional concerts.
- Competed in the State Solo Competition.

Cheerleading – A cheerleader may earn a varsity "U" by being a member of the cheer squad for the entire year and one or more of the following:

- Varsity cheered during the football or basketball seasons and had 95% attendance at games.
- 90% attendance at practices, clinics and fundraisers.

A certificate of participation shall be awarded to any member of the teams who successfully participated in any of the above activities and completed the season, but fails to meet the criteria for a varsity letter.

Members shall receive only one varsity letter for a varsity sport during their high school career. Subsequent awards shall consist of an emblem that signifies the sport/activity for which a varsity award is given. The coach or their appointee shall award at regular intervals the varsity letter "U" to all persons who have fulfilled the above requirements.

Exceptions to the Lettering Policy

Players may be awarded the varsity letter "U" at the discretion of the coach if the above requirements cannot be met due to unusual circumstances, i.e. injury, illness, etc. Individual situations must be reviewed and approved by the athletic director or principal.

A student forfeits the privilege of receiving a varsity letter "U" should they be determined not to be in good standing as a team or squad member at the end of the season. Students may fail to finish in good standing due to suspension from the team, expulsion from school for disciplinary reasons, attendance at less than 90% of all scheduled practices for which they are eligible, or for not returning equipment belonging to the school.

In addition, if a participant is suspended from the team, is suspended or expelled from school, has attended less than 90% of all scheduled practices for which they were eligible, or has not returned or paid for lost equipment belonging to the school that person will forfeit their right to letter.

Evaluation

All paid coaches (head and assistant) will be evaluated annually using the District's coaching [evaluation form](#). The [End of Year Survey](#) from athletes and parents will be considered during the evaluation and it is crucial that the survey is shared with participants. Head coaches should complete the [Coaching Feedback survey](#) for each of their assistant coaches to assist with evaluation.

Important Contacts

School Contacts

Name	Role	Office	Cell	E-mail
Bob Lorence	Principal	922-6557	541-571-7226	lorenceb@umatillasd.org
April Dirksen	Vice Principal	922-6556	509-993-1352	dirksena@umatillasd.org
Dan Durfey	UHS Athletic Director	922-6543	541-720-4771	durfeyd@umatillasd.org
Rick Cotterell	Principal CBMS	922-6629	541-720-1203	cotterellr@umatillasd.org
Anthony Brown	CBMS Athletic Director	922-6636	435-590-6604	browna@umatillasd.org

Media Contacts

Name	Contact Number	Fax Number
East Oregonian	541-567-6211	541-276-8314
Hermiston Herald	541-567-6457	541-567-4125
Tri-City Herald	1-800-874-0445	509-582-1510
Oregonian	1-800-452-1420	503-221-6168

Emergency Contacts

Name	Contact Number
Emergency: Fire and Rescue, Police, Ambulance	911
Umatilla Police Department	541-922-3789
Umatilla Fire Department	541-922-3718
Mid Columbia Bus Company	541-567-0551

2023-24 Superintendent Goals

Goal 1: Promote high quality instruction (3 year student performance goal: Individual students will show growth as measured on MAPS. Growth is determined between fall and spring. Overall percentage of students meeting growth standards shall increase by 10% per year.)

- Visit all classrooms and provide encouragement/feedback.
- Work with school teams on continuous improvement efforts and common core implementation.
- Work with school teams to set student performance goals based on SBAC data and local assessment (MAPS) data.
- Work with the instructional coaches to ensure a clear vision of quality educational practices.
- Work with principals, supervisors and individual teachers to ensure quality educational practices are applied in schools.

Goal 2: Foster effective and open communication and partnerships between the community and the schools.

- Serve as a visible representative of the District in the community, county, and state.
- Promote school activities through media (newspapers, radio, tv, web page).
Educate the public on school activities through community meetings, informational flyers, newsletters, parent information line, and conversations.
- Provide frequent updates to the community regarding bond progress and facility updates.

Goal 3: Maintain STEAM Academy

- Continue to locate mentors and supports to help students explore careers.

Goal 4: Prepare for emergencies to greatest degree possible.

- Consistent testing of emergency situations and drills.
- Maintain communication with Emergency Responders and participate in an exercise annually.

Goal 5: Support structured and unstructured team development time.

- Support a minimum of three staff events per year.

Umatilla School Board Goals for 2023-2024

In having had all board members read and discuss the information gathered from the district staff surveys, the following board goals have been developed.

Goal 1: Board Members will attend board meetings at a rate of 80% or better by the end of the school year.

Goal 2: Each member of the Board will attend school events as able.

Goal 3: The Board will recognize staff accomplishments at every Board meeting throughout the school year.

Goal 4: The Board will provide oversight for bond projects and responsible use of funds.

Goal 5: The Board will strive for personal professional growth as board members by:

- Reviewing and updating Board policies
- Attending at least one (OSBA, NSBA, or other) training opportunity annually.

Goal 6: Seek opportunities to promote the educational needs of students in and out of Umatilla School District with state and federal representatives.

UMATILLA SCHOOL DISTRICT 6R

June 8, 2023

A. RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the Board of Directors of Umatilla School District hereby adopts the budget for 2023-2024 in the total sum of \$87,244,276 now on file at the district administrative office.

B. RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2023 and for the purposes shown are hereby appropriated:

<u>GENERAL FUND</u>		<u>Debt Service Funds</u>	
1000 Instruction	13,680,893	5000 Debt Service (long term)	3,195,000
2000 Support Services	9,251,210		
3000 Enterprise and Community Services	18,697		
5000 Transfer of Funds	-	<u>Capital Project Funds</u>	
6000 Contingencies	662,000	4000 Facility Acquisition and Construction	51,990,500
TOTAL	23,612,800		
<u>Special Revenue Funds</u>		TOTAL APPROPRIATIONS - ALL FUNDS	87,244,276
1000 Instruction	4,397,873	Total Unappropriated & Reserve Amounts, All Funds	-
2000 Support Services	1,348,255	TOTAL ADOPTED BUDGET	87,244,276
3000 Enterprise and Community Services	1,802,528		
4000 Facilities Acquisition and Construction	625,000		
5000 Transfer of Funds	47,500		
6000 Contingencies	224,820		
TOTAL	8,445,976		

C. RESOLUTION IMPOSING AND CATEGORIZING THE TAX

BE IT RESOLVED that the Board of Directors for Umatilla School District 6R hereby imposes the taxes provided for in the adopted budget at the rate of \$4.9224 per \$1,000 assessed value for operations; and in the amount of \$2,130,000 for bonds; and that these taxes are hereby imposed and categorized for tax year 2023-2024 upon the assessed value of all taxable property within the district.

D. CATEGORIZING THE TAX

	<u>Education Limitation</u>	<u>Excluded from Limitation</u>
Permanent Rate Tax	\$4.9224/\$1,000	
Local Option Tax	NONE	
General Obligation Bond Debt Service		\$ 2,130,000

E. ADOPTION, SIGNATURES & WITNESS

The above resolution statements were approved and declared adopted on this 8th day of June 2023.

Jon Lorence, Board Chairman

Heidi Sipe, Superintendent

UMATILLA SCHOOL DISTRICT #6R
APPROVED BUDGET - MAJOR FUNCTION SUMMARY
2023/2024

GENERAL FUND - APPROPRIATIONS	2020/2021 Actual	2021/2022 Actual	2022/2023 Budget	2023/2024 Proposed	2023/2024 Approved	2023/2024 Adopted
1000: INSTRUCTION	9,658,302	10,133,373	12,559,433	13,680,893	13,680,893	0
2000: SUPPORT SERVICES	5,305,400	6,272,743	8,084,470	9,251,210	9,251,210	0
3000: COMMUNITY SERVICES	0	2,697	26,197	18,697	18,697	0
5000: TRANSFERS/FUND TO FUND	41,156	165,000	250,000	0	0	0
6000: CONTINGENCIES	0	0	662,000	662,000	662,000	0
TOTAL GENERAL FUND APPROPRIATIONS	\$ 15,004,857	\$ 16,573,813	\$ 21,582,100	\$23,612,800	\$ 23,612,800	\$ -
7000: UNAPPROPRIATED or ENDING FUND BALANCE***	3,978,140	4,628,603	0	0	0	0
TOTAL GENERAL FUND	\$ 18,982,997	\$ 21,202,416	\$ 21,582,100	\$23,612,800	\$ 23,612,800	\$ -

*** Not included in the appropriation, but must be included in the accounting records to "balance". By definition, an Unappropriated Ending Fund Balance is **not** appropriated.

GENERAL FUND - RESOURCES	2020/2021 Actual	2021/2022 Actual	2022/2023 Budget	2023/2024 Proposed	2023/2024 Approved	2023/2024 Adopted
TOTAL RESOURCES (except property taxes)	15,227,723	16,845,633	17,207,100	18,837,800	23,612,800	0
PROPERTY TAXES TO BE RECEIVED	3,755,274	4,356,783	4,375,000	4,775,000	0	0
TOTAL RESOURCES - GENERAL FUND	\$ 18,982,997	\$ 21,202,416	\$ 21,582,100	\$23,612,800	\$ 23,612,800	\$ -

SPECIAL REVENUE FUNDS - APPROPRIATIONS	2020/2021 Actual	2021/2022 Actual	2022/2023 Budget	2023/2024 Proposed	2023/2024 Approved	2023/2024 Adopted
1000: INSTRUCTION	1,820,107	3,359,287	4,760,559	4,397,873	4,397,873	0
2000: SUPPORT SERVICES	862,439	1,467,590	1,953,554	1,348,255	1,348,255	0
3000: COMMUNITY SERVICES	1,299,792	1,244,306	1,460,939	1,802,528	1,802,528	0
4000: FACILITIES ACQUISITION	0	0	550,000	625,000	625,000	0
5000: TRANSFERS/FUND TO FUND	55,000	40,001	40,500	47,500	47,500	0
6000: CONTINGENCIES	0	0	224,820	224,820	224,820	0
7000: UNAPPROPRIATED or ENDING FUND BALANCE	257,966	673,675	0	0	0	0
TOTAL SPECIAL REVENUE FUNDS	\$ 4,295,303	\$ 6,784,859	\$ 8,990,372	\$ 8,445,976	\$ 8,445,976	\$ -

SPECIAL REVENUE FUNDS - RESOURCES	2020/2021 Actual	2021/2022 Actual	2022/2023 Budget	2023/2024 Proposed	2023/2024 Approved	2023/2024 Adopted
TOTAL RESOURCES (except property taxes)	4,295,303	6,784,859	8,990,372	8,445,976	8,445,976	0
PROPERTY TAXES TO BE RECEIVED	0	0	0	0	0	0
TOTAL RESOURCES - SPECIAL REVENUE FUNDS	\$ 4,295,303	\$ 6,784,859	\$ 8,990,372	\$ 8,445,976	\$ 8,445,976	\$ -

**UMATILLA SCHOOL DISTRICT #6R
APPROVED BUDGET - MAJOR FUNCTION SUMMARY
2023/2024**

DEBT SERVICE FUND - APPROPRIATIONS	2020/2021 Actual	2021/2022 Actual	2022/2023 Budget	2023/2024 Proposed	2023/2024 Approved	2023/2024 Adopted
5000: BOND PAYMENT	1,421,272	12,648,715	2,317,000	3,195,000	3,195,000	0
7000: UNAPPROPRIATED or ENDING FUND BALANCE	230,268	232,992	0	0	0	0
TOTAL DEBT SERVICE FUND	\$ 1,651,539	\$ 12,881,707	\$ 2,317,000	\$ 3,195,000	\$ 3,195,000	\$ -

DEBT SERVICE FUND - RESOURCES	2020/2021 Actual	2021/2022 Actual	2022/2023 Budget	2023/2024 Proposed	2023/2024 Approved	2023/2024 Adopted
TOTAL RESOURCES (except property taxes)	0	0	0	0	0	0
PROPERTY TAXES TO BE RECEIVED	1,651,539	12,881,707	2,317,000	3,195,000	3,195,000	0
TOTAL RESOURCES - DEBT SERVICE FUND	\$ 1,651,539	\$ 12,881,707	\$ 2,317,000	\$ 3,195,000	\$ 3,195,000	\$ -

CAPITAL PROJECTS FUND - APPROPRIATIONS	2020/2021 Actual	2021/2022 Actual	2022/2023 Budget	2023/2024 Proposed	2023/2024 Approved	2023/2024 Adopted
2000: SUPPORT SERVICES	0	0	0	0	0	0
4000: FACILITIES ACQUISITION	634,179	146,202	49,355,550	51,990,500	51,990,500	0
7000: UNAPPROPRIATED or ENDING FUND BALANCE	(388,459)	143,891	0	0	0	0
TOTAL CAPITAL PROJECTS FUND	\$ 245,721	\$ 290,093	\$ 49,355,550	\$ 51,990,500	\$ 51,990,500	\$ -

CAPITAL PROJECT FUND - RESOURCES	2020/2021 Actual	2021/2022 Actual	2022/2023 Budget	2023/2024 Proposed	2023/2024 Approved	2023/2024 Adopted
TOTAL RESOURCES (except property taxes)	245,721	290,093	49,355,550	51,990,500	51,990,500	0
PROPERTY TAXES TO BE RECEIVED	0	0	0	0	0	0
TOTAL RESOURCES - CAPITAL PROJECT FUND	\$ 245,721	\$ 290,093	\$ 49,355,550	\$ 51,990,500	\$ 51,990,500	\$ -

TOTAL - APPROPRIATIONS	\$ 21,097,646	\$ 35,479,915	\$ 82,245,022	\$ 87,244,276	\$ 87,244,276	\$ -
TOTAL - UNAPPROPRIATED or ENDING FUND BALANCE	4,077,914	5,679,161	0	0	0	0
GRAND TOTAL - REQUIREMENTS	\$ 25,175,560	\$ 41,159,076	\$ 82,245,022	\$ 87,244,276	\$ 87,244,276	\$ -

GRAND TOTAL - RESOURCES	\$ 25,175,560	\$ 41,159,076	\$ 82,245,022	\$ 87,244,276	\$ 87,244,276	\$ -
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McNary Heights Elementary School

June Board Report 2023



Home of the Mustangs

Principal: Nicole Coyle Vice Principal: Tim Young
Director of Elementary Programs: Taunya Daniel

Enrollment:

As of June 2, 2023, we have 645 students currently enrolled at McNary.

Enrollment by grade level: Kinder = 99, 1st = 98, 2nd = 99, 3rd = 114, 4th = 109 5th = 126

Last year there were 636 students enrolled at this time.

June Professional Development:

- Data/Staff Meeting/MAPS Growth Celebrations: Friday, June 2nd at 12:15
- Dual Language Teacher Program Alignment: June 6, 4:00-5:00.
- Conscious Discipline Academy: June 20-24

Calendar

- June 2nd Kinder Field Trip (2 classes)
- June 2nd 5th Grade Fly-Up Day
- June 5th Behavior Party
- June 6th Presidential Awards
- June 6th OMSI Assemblies
- June 7th MOST Assemblies
- June 7th Kindergarten Graduation
- June 8th Talent Show
- June 9th Field Day

Vice Principal's Report

Discipline:

We have had 70 major referrals between 05/08/23 and 6/02/23

- 20 Minors to Major
- 7 Physical Aggression/Fighting
- 16 Insubordination

McNary Heights Elementary School

June Board Report 2023



Home of the Mustangs

Principal: Nicole Coyle Vice Principal: Tim Young
Director of Elementary Programs: Taunya Daniel

- 3 Assault
- 7 Threatening
- 4 Harassment
- 4 Defiance and Disrespect
- 1 Inappropriate Language
- 1 Horseplay/Recess
- 1 Inappropriate Touching
- 3 Sexual Harassment
- 1 Stealing
- 1 Abusive Language
- 1 Weapon

SAFETY:

We had a fire drill on May 31 at 1:45pm

McNary Heights Elementary School

June Board Report 2023



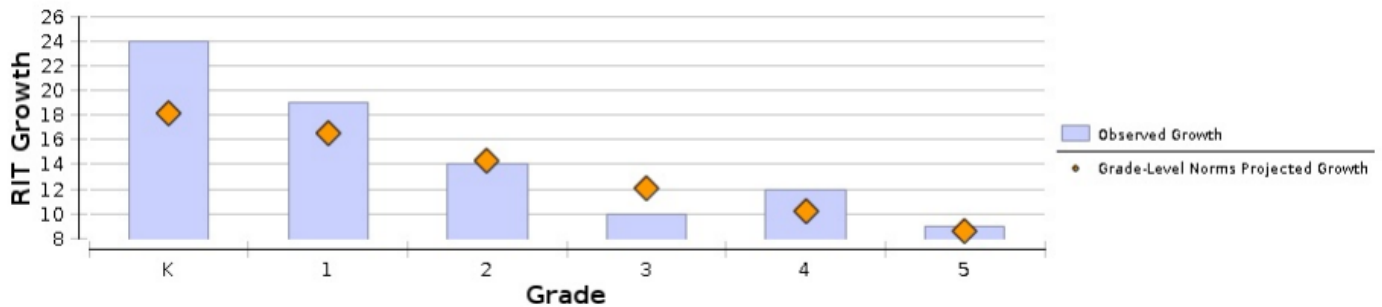
Home of the Mustangs

Principal: Nicole Coyle Vice Principal: Tim Young
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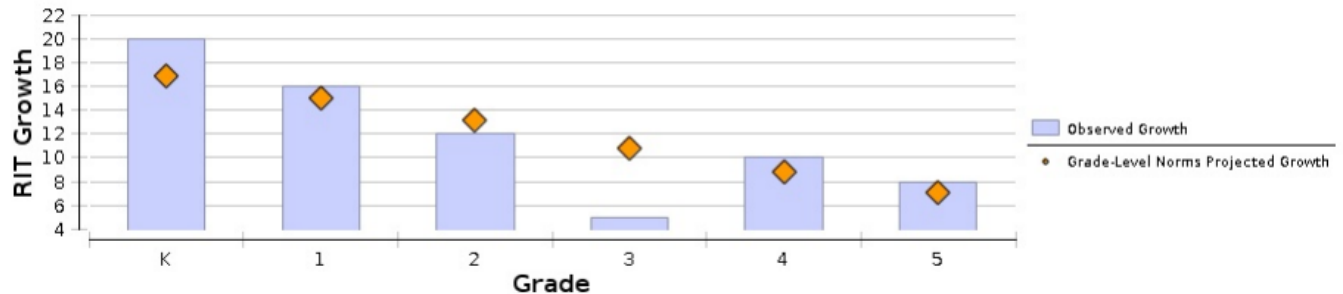
Assessment

We finished up our Spring MAPS Fluency and Growth Assessments for the year and were excited to see the growth that so many of our students made. In the charts below, the rhombus is the expected growth for that grade level while the shaded bar is the actual growth. This represents data from Fall to Spring.

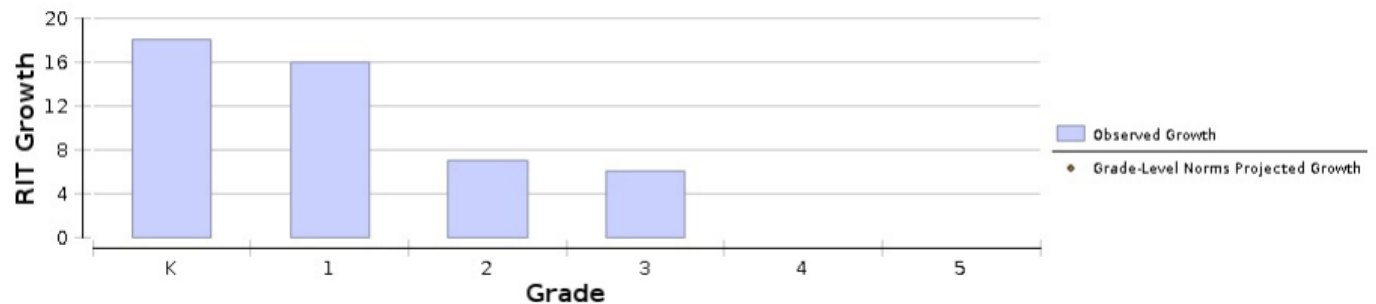
Math: Math K-12



Language Arts: Reading



Language Arts: Reading (Spanish)



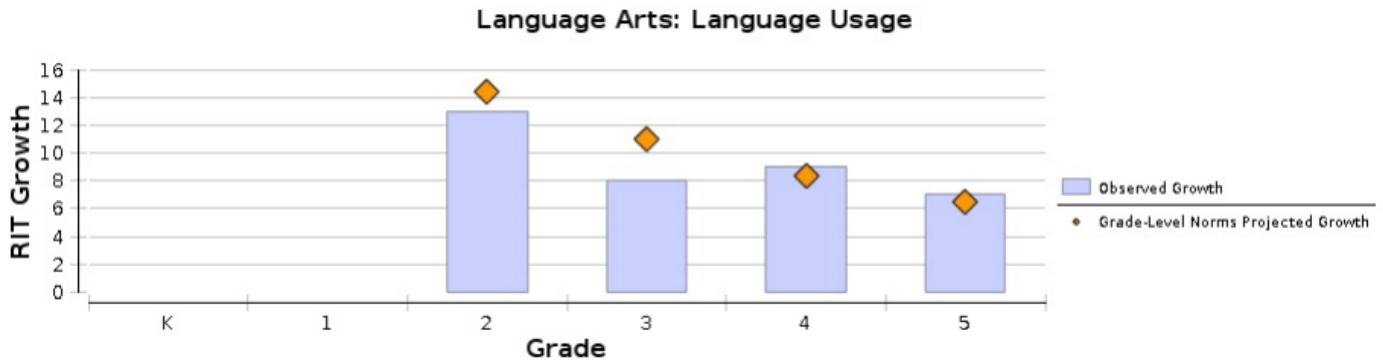
McNary Heights Elementary School

June Board Report 2023



Home of the Mustangs

Principal: Nicole Coyle Vice Principal: Tim Young
Director of Elementary Programs: Taunya Daniel



60 students at MHES earned prizes for their growth on MAPS Growth. 7 students also won a bike for reading improvement.



Math Adoption Team

Our math adoption team, composed of teachers from all grade levels and the dual language program worked diligently to find a math curriculum that best meets the needs of all our learners here at McNary Heights. This team spent numerous hours watching presentations from publishers, looking through options, creating a list of priorities for our students, combing through online and print resources, and teaching actual lessons from various curriculums.

McNary Heights Elementary School

June Board Report 2023



Home of the Mustangs

Principal: Nicole Coyle Vice Principal: Tim Young
Director of Elementary Programs: Taunya Daniel

The team decided that Reveal from McGraw Hill best meets the needs of our building. It is teacher and student friendly, meets rigor and differentiation required in all classrooms, and all its resources are in both English and Spanish. Teachers are excited to be able to use this new resource in their classrooms next year.



**Clara Brownell Middle School
School Board Report
May 2023
Anthony Brown
Dean of Students/Athletic Director**

Discipline:

- 7 students served O.S.S. in May.
- 25 in-school suspensions in May.
- Increase in behavioral issues this month.

Student Activities:

- Athletic Physical day will be held June 7th at the school from 11:30-2:30pm. This is a free event for students to get their physicals done for the following school year.
- 6th grade outdoor school is May 30th- June 1st.



Clara Brownell Middle School
Board Report
Rick Cotterell

Enrollment 2022-2023										
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
6th	104	99	97	95	98	99	101	99	100	99
7th	114	104	106	107	99	101	103	100	100	101
8th	123	120	118	120	118	122	124	122	122	121
Total	341	323	321	322	315	322	328	321	322	321

June 2023

Spring MAPs testing took place May 16-17. Similar to winter testing, heavy emphasis was put on test prep, individualized goal setting, and incentives for growth. Our goal was for 50% of students in each grade level to make their individualized growth goal. Unfortunately, we did not see the same level of engagement and excitement from students as we did in winter, and scores reflected this. Below is a table highlighting percentages of students who made their growth goal for spring, as well as the entire year. Our Core Team is scheduled to meet this week to review our data and make a plan for moving forward.

	Math		Reading		Language Usage	
	Spring	Yearlong	Spring	Yearlong	Spring	Yearlong
6 th grade	48	43	34	45	54	59
7 th grade	47	38	34	46	34	48
8 th grade	38	51	37	40	54	55

We have 102 students eligible to participate in the 8th-grade promotion ceremony and dance. These students averaged passing grades in all core classes over the 3rd and 4th quarter. We are very proud to celebrate them as they head off to their next adventure at UHS!

Upcoming Events:

June 6: 8th-grade Promotion Celebration

June 7: CBMS Core Team

June 9: Last day for students

June 12: Last day for staff

UMATILLA HIGH SCHOOL



Board Report June 2023

Out with the Old

Class of 2023: We had a great time celebrating the Class of 2023 at graduation. We are saying goodbye to 77 graduates and hope to see a few more complete credits this summer. Our speakers gave great messages and there were a lot of family and friends to see it happen. Thanks to all who helped make this day special.



Senior Trip to Silverwood: We had 45 seniors make the trip to Silverwood. Three slept in and missed the bus. The kids had a great time roaming the park. This is always a great trip and makes great memories.



In with the New

8th Grade Fly Up Day: Mrs. Dirksen and our Leadership students put on a great Fly Up Day for our incoming freshmen. *8th graders were split into four groups. One group received a tour of the building to see where classes will be. The second group learned how to participate in games that will be done during assemblies. The third group got to see the sports, clubs and activities that are offered and talk with representatives who encouraged them to sign up. The fourth group met with Mrs. Lorence in library to go over class options for next year and completed registering for their classes. At the end of the time, the groups came together to repeat their class chant. We look forward to having the Class of 2027 in the building next fall.



Intro To Education Class :

On May 17 Eight UHS Introduction to Education students traveled to Eastern Oregon University in La Grande to participate in EOU's Spring Symposium. There they presented research projects on issues in education, a major component of the class.



Maria Calderon doing her presentation .



Mia Hernandez doing her presentation



Andrea Enciso making her point

More Fly Up Day :



June Maintenance Board Report

Month of June is always a very busy but successful month within the maintenance department. June 1st-2nd Maintenance will be setting up for the High School graduation. Custodian staff will be deep cleaning the High school gym, commons, entry ways. Grounds will be doing detailed work around the High School campus. June 5th Maintenance will be helping setting up for McNary behavior party and will be starting the demo of the old playground structure. After the demo, the construction of the new playground will begin and will be completed by June 30th. Maintenance will also be having the Cascade Natural Gas disconnect and end the service of the daycare building on June 5th for preparation of the new daycare. June 6th maintenance will be setting up for the Middle School graduation and dance. Custodian staff will be deep cleaning the Middle School gym and gym entry ways. June 7th maintenance will be setting up for the Kinder graduation, custodians will be deep cleaning the McNary gym. June 8th Maintenance will be setting up for the McNary talent show and the Middle School behavior party down at the football field. June 9th Maintenance will be setting up for the McNary Field day. Grounds will be doing detailed work on the McNary grounds. June 13th maintenance will be removing items from the daycare for the start of the demo that is starting on the 14th. June 16th Maintenance will be onsite at the daycare to ensure power gets disconnected. This will be last main item before the demolition of the building. Also, on June 16th Maintenance staff will be doing a training on fall protection. The grease interceptors at the Middle School and Elementary School will be serviced. June 29th maintenance will be doing walkthroughs and having all of the fire systems inspected and serviced for our annual inspections.

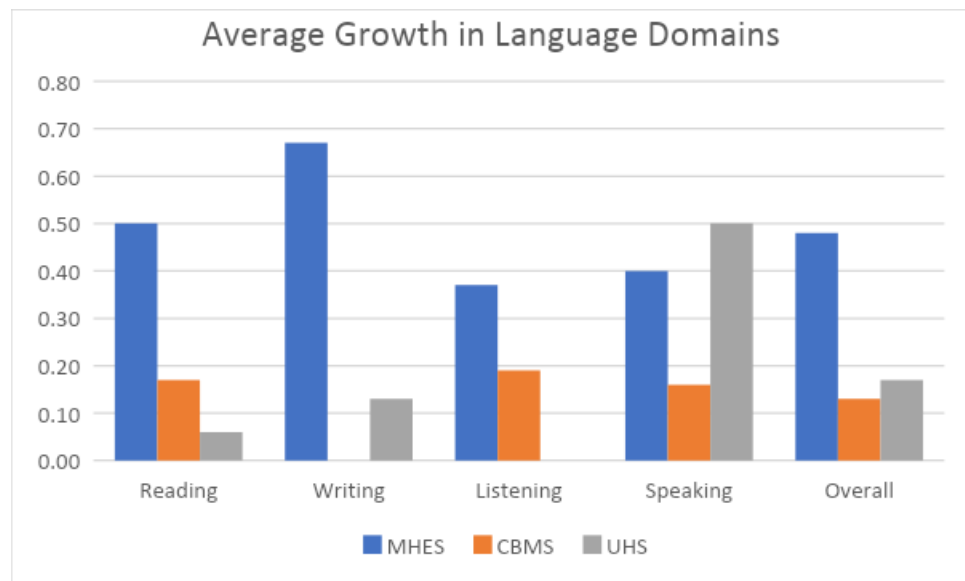
ELD/Bilingual Board Report

June 2023

ESL & Dual Language

We finally received our ELPA results. Overall, we saw some modest gains, but there were several pockets of fantastic growth, such as at 2nd grade, 4th grade, and 6th grade. Also, overall there was an increase in ELPA exits from the previous year, from 29 to 37. On average, there was positive growth at all three schools, from last year. Here is a breakdown of the growth by students who took ELPA both of the last 2 years.

Here's a chart of the average growth at each school, by language domain.



There are a lot of exciting things going on the last few weeks of school, including awards for ELPA growth and ESL exits, and the seal of biliteracy. Just last week, the ESL classes at MHES put on puppet shows for their peers.

Oregon State Seal of Biliteracy

30 students took the Avant STAMP 4S test for Spanish proficiency. From those that took the test, we have 14 graduating seniors who have earned the seal of biliteracy, with one more still finishing up work on it. There are also 4 juniors who have completed the Spanish requirements and will qualify for the seal of biliteracy when they meet graduation requirements.

Libraries

We ended the year with more than 37,000 books checked out in the district. About 80% of those check outs were at MHES, which saw an increase of 23% in check outs over the previous year. Though there are many factors, we believe much of the increase was due to the increase in Easy Fiction books, and the improvements we made in the library layout and ambient. Also, exciting year, and contributing to an increase in check outs, were the guest read-loud readers (especially with the use of the Novel Effect app), the author visit, and the buy-in by students to Battle of the Books. We hope that the success we had at MHES this year will trickle up to the other schools.

As usual, if you have any questions or comments, feel free to reach out to me. Thank you!

David Lougee



STEAM Academy of Umatilla

Stephanie Williams, Program Director 541-922-6516

Stefanie Blake, Site-coordinator MHES 541-922-6680

Tina Ridings, Site-coordinator CBMS/UHS 541-922-6543

June 2023

Dear Umatilla School Board Members,

The transition from regular school to summer school has begun! Our last day of after school was Friday, June 2nd; we ended the year with 745 enrolled students, an increase of over 200 students. Our daily average attendance was 134 at MHES, 32 CBMS and 54 UHS. Currently we are entering and submitting our APR data and survey results to ODE as well as working on our Program Reflection Document. I am very proud of the STEAM team for their hard work, organization and positive attitudes.

We celebrated the day with a trip to the marina for the high and middle school kids. They had fun playing on the kayaks, paddle boards and swimming. Many s'mores were eaten and whiffle balls hit! At McNary we had a fund day with sno cones, karaoke, bingo, and an obstacle course. We ended the day with our first STEAM Star Awards. It was a great end of the year.

The 2023 Summer School/STEAM Camp is taking shape. We are planning on offering summer school and STEAM camp classes again this year. I am thankful to the over 40 people (certified, classified and high school students) who have committed to working this summer to provide this opportunity to our students.

Sincerely,

Stephanie Williams



Board Talking Points

June 2023

We hope you have a wonderful conclusion to the 2022-2023 school year! Celebrate the Class of 2023 and recognize your valuable role in their accomplishments.

As I write this edition, the Oregon legislature is not operating due to the Senate Republican walkout. It appears the 2023 session is in jeopardy, including the completion of a 2023-2025 K-12 budget. We certainly hope the legislature can compromise and finish the session before the constitutional Sine Die on June 25. A few considerations:

- The Ways and Means education committee proposed a \$10.2 billion SSF for K-12. This would be a huge win for the education lobby. The Governor's budget originally allocated \$9.9 billion; thus, this is a significant increase. The \$10.2 billion allocation will allow the majority of districts to stabilize staffing levels after the loss of temporary federal money and enact new collective bargaining agreements.
- If the current stalemate continues, much of the legislation we've been tracking will not pass due to lack of a quorum.
- If the session ends on June 25 without a budget, the state will enact a continuing resolution to fund government through September 15. The state will continue to fund schools at the current 22-23 budget level (51% of \$9.3 billion). The majority of our districts will likely use reserves to address roll-up costs above the \$9.3 billion allocation.

I am hopeful the legislature completes the session in a timely manner with a \$10.2 billion SSF. Until then, enjoy your summer!

MISSION

To provide outstanding customer service to our school districts in four areas: special education, technology, school improvement, and administrative services.

VISION

IMESD strives to ensure the success of every child by providing equitable services to close the opportunity gap. We are committed to the values of antiracism and multiculturalism.

Umatilla School District 6

Code: BDDH
Adopted: 10/11/95
Revised/Readopted: 2/11/04; 3/10/22
Orig. Code: BDDH

Public Comment at Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites the district's community members to attend Board meetings to become acquainted with the program and operation of the district. The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

Procedures for Oral Public Comment

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. Public comment is limited to its designated place on the agenda and while time allows.
2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will complete and submit the Intent to Speak card to the Board secretary prior to the Board meeting.¹ A request to give public comment in-person or electronically does not guarantee time will be available.
3. A person speaking during the public comment portion of the meeting may comment only on agenda items.
4. A person speaking during the public comment portion of the meeting should state their name, whether they are a resident of the district, and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.
5. A person giving public comment is limited to an established time limit of three minutes. Statements should be brief and concise. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed.

¹ When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the same opportunity.

- Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. The Board will not respond to inquiries that are expected to be addressed during another designated portion of the agenda.

The Board will not hear public comment at Board work sessions.

Procedures for Written Comment

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email to help@umatillasd.org. Materials or comments submitted at least 72 hours in advance of a Board meeting will be provided to the Board before the Board meeting, but will not be read at the Board meeting. Written materials or comments submitted may not warrant action by the Board.

Comments Regarding Staff Members

A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. Any association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 332.057](#)

[ORS 332.107](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996).

Leventhal v. Vista Unified Sch. Dist., 973 F. Supp. 951 (S.D. Cal. 1997).

Oregon House Bill 2560 (2021).

Cross Reference(s):

BDDC - Board Meeting Agenda

KC - Community Involvement in Decision Making