

Regular Board Meeting
Wednesday, August 14, 2024 6:00 PM Pacific

Triangle Lake Charter School--Library
20264 Blachly Grange Rd.
Blachly, OR 97412

Ciara Clark: Present
Dwight Coon: Present
Meleah Drago: Present
Jeff Eastburn: Present
Derek Pennel: Present
Bev Schiesser: Present
Lenae Sjostrom: Present

Present: 7.

Attendees: Sherrill Harder, Carrie Andrews, Norma Burkert, Pam Alley, Patti Mentzer, Cathy Jacksch, Katherine Tripp, Kelly Goodwin, Judy Applegate, Larry Avery, Ellen Mooney, Molly Rust,

Meleah Drago: Absent

Present: 6, Absent: 1.

Attendees: Sherrill Harder, Carrie Andrews, Norma Burkert, Pam Alley, Patti Mentzer, Cathy Jacksch, Katherine Tripp, Kelly Goodwin, Judy Applegate, Larry Avery, Ellen Mooney, Molly Rust,

Meleah Drago: Present

Present: 7.

Attendees: Sherrill Harder, Carrie Andrews, Norma Burkert, Pam Alley, Patti Mentzer, Cathy Jacksch, Katherine Tripp, Kelly Goodwin, Judy Applegate, Larry Avery, Ellen Mooney, Molly Rust, James Brookins, Mason, Jennifer, Jim Applegate, Dave Sjostrom, Kara Severino, Nicole Deering, Sadie Mooney, Shane Bencoter, Amanda Gast, Beth, Bobbie Jo Brewster, Brooklyn Gilbert

Lenae Sjostrom: Absent

Present: 6, Absent: 1.

Attendees: Sherrill Harder, Carrie Andrews, Norma Burkert, Pam Alley, Patti Mentzer, Cathy Jacksch, Katherine Tripp, Kelly Goodwin, Judy Applegate, Larry Avery, Ellen Mooney, Molly Rust, James Brookins, Jennifer, Jim Applegate, Dave Sjostrom, Kara Severino, Nicole Deering, Sadie Mooney, Shane Bencoter, Amanda Gast, Beth, Bobbie Jo Brewster, Brooklyn Gilbert, Julie Nowacki

Lenae Sjostrom: Present

Present: 7.

Attendees: Sherrill Harder, Carrie Andrews, Norma Burkert, Pam Alley, Patti Mentzer, Cathy Jacksch, Katherine Tripp, Kelly Goodwin, Judy Applegate, Larry Avery, Ellen Mooney, Molly Rust, James Brookins, Jennifer, Jim Applegate, Dave Sjostrom, Kara Severino, Nicole Deering, Sadie Mooney, Shane Bencoter, Amanda Gast, Beth, Bobbie Jo Brewster, Brooklyn Gilbert, Julie Nowacki

Lenae Sjostrom: Absent

Present: 6, Absent: 1.

Attendees: Sherrill Harder, Carrie Andrews, Norma Burkert, Pam Alley, Patti Mentzer, Cathy Jacksch, Katherine Tripp, Kelly Goodwin, Judy Applegate, Larry Avery, Ellen Mooney, Molly Rust, James Brookins, Jennifer, Jim Applegate, Dave Sjostrom, Kara Severino, Nicole Deering, Sadie Mooney, Shane Benscoter, Amanda Gast, Beth, Bobbie Jo Brewster, Brooklyn Gilbert, Julie Nowacki

- 1. CALL TO ORDER**
- 2. WELCOME GUESTS AND VISITORS**
- 3. CHANGES OR ADDITIONS TO THE AGENDA**
- 4. PUBLIC FORUM/COMMUNICATIONS**
- 5. THE BOARD MAY RECESS THE REGULAR MEETING AND CONVENE EXECUTIVE SESSION**
- 6. RECONVENE REGULAR SESSION**
- 7. CONSENT AGENDA**
 - 7.1. BOARD MINUTES**
 - 7.2. FINANCIAL REPORT**
 - 7.3. SECOND READ POLICY EBBB**
 - 7.4. SCIENCE CURRICULUM ADOPTION**
 - 7.5. ENROLLMENT**
 - 7.6. RESIGNATION**
 - 7.7. NEW HIRE**
 - 7.8. MOTION**
- 8. UNFINISHED BUSINESS**
- 9. NEW BUSINESS**
 - 9.1. FRESH FRUIT & VEGETABLE PROGRAM**
 - 9.2. NEW YEAR BOARD ORGANIZATION AND ANNUAL PROCEDURAL BUSINESS PURSUANT TO ORS 332.040 AND 255.335(5)**
 - 9.2.1. ELECT BOARD CHAIR, VICE CHAIR AND APPOINT BOARD SECRETARY**
 - 9.2.1.a. FOR CHAIR**
 - 9.2.1.b. FOR VICE CHAIR**
 - 9.2.1.c. FOR BOARD SECRETARY**
 - 9.2.2. REVIEW STATUS OF LOCAL PUBLIC CONTRACT REVIEW BOARD**
 - 9.2.3. ADOPT RESOLUTION #2024-25-001**
 - 9.2.4. ADOPT RESOLUTION #2024-25-002**
 - 9.2.5. ADDED AGENDA ITEM: PUBLIC COMMENT POLICY**
- 10. ANNOUNCEMENTS**
 - 10.1. UPCOMING BOARD MEETING**
- 11. ADJOURN THE REGULAR MEETING**

Blachly School District #90

Code: BDDH
Adopted: 12/13/93
Revised/Readopted: 1/16/08; 11/19/08; 2/21/18;
1/19/22

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 submit their request and name electronically 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 on a topic not on the published agenda.
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. The Board chair has discretion to waive time limits or extend the overall time allotted for public comment. Additional time will be allocated in a fair and equitable manner. If a person has more comments than time allows or is unable to comment due to time constraints, the

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

person is encouraged to submit additional written comments to the Board through the district office as directed.

6. 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.

Topics raised during the public comment portion may be considered for inclusion as agenda items at future Board meetings.

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 comments@blachly.k12.or.us . Materials or comments submitted at least 72 hours in advance of a Board meeting will be provided to the Board before 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, who will forward it to the employee, a supervisor and the Board.

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

Blachly School District #90

Code: BDDH-AR
Revised/Reviewed: 2/21/18; 11/17/21

Public Comment at Board Meetings

The Board requests that a public comment add information or a perspective that has not already been mentioned previously, and that the patron refrains from repeating a similar point.

To provide public comment in person, if the opportunity is available on the Board agenda, please submit the Intent to Speak request to the Superintendent, Monday of the week of the Board meeting to comments@blachly.k12.or.us. Those attending virtually and want to provide public comment should submit the Intent to Speak request to the Superintendent, Monday of the week of the Board meeting to comments@blachly.k12.or.us.

A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda. A person providing public comment will be allowed three minutes. Signing up to provide public comment does not guarantee time will be available.

Any person, who is allowed to speak to the Board during a 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.

Comments about a specific employee or group of employees should comply with Board policy BDDH - Public Comment at Board Meetings:

“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, who will forward it to the employee, a supervisor and the Board.”

SEE FORM ON REVERSE

INTENT TO SPEAK

The Board welcomes input. To provide in-person public comment please complete the request at comments@blachly.k12.or.us that can be found on the District and School websites Monday the week of the Board meeting.

Name: _____ Phone: _____

Name of organization (if applicable): _____

Address: _____

Email (optional): _____

Topic or comment to be presented (brief description): _____

A complaint brought before the Board shall be referred to the proper school authorities. A complaint shall be processed in accordance with Board policy KL - Public Complaints and KL-AR - Public Complaints Procedure. A hearing conducted by the Board regarding personnel may take place in an executive session.

The Board requests that a topic or comment is limited to three minutes or less.

Special Board Meeting
Tuesday, August 6, 2024 6:00 PM Pacific

Triangle Lake Charter School--Library
20264 Blachly Grange Rd.
Blachly, OR 97412

- Ciara Clark: Present
- Dwight Coon: Present
- Meleah Drago: Present
- Jeff Eastburn: Present
- Derek Pennel: Present
- Bev Schiesser: Present
- Lenae Sjostrom: Present

Present: 7.

Attendees: Dustin Reese, Katherine Tripp, Brittany Bottensek, Molly Rust, Kelly Goodwin,

1. CALL TO ORDER
Board Chair Pennel called the meeting to order at 6:02 pm.

2. WELCOME GUESTS AND VISITORS

3. CHANGES OR ADDITIONS TO THE AGENDA
There were no changes or additions to the agenda.

4. THE BOARD WILL RECESS THE REGULAR MEETING AND CONVENE EXECUTIVE SESSION
Board Chair Pennel recessed the regular session at 6:04 pm to go into the executive session.
Board Chair Pennel resumed the regular meeting at 7:42 pm.

5. PROPOSED MOTIONS, IF ANY (IN REGULAR SESSION)
Director Coon moved to place Superintendent Adam Watkins on paid Administrative leave, effective August 7th 2024. This motion, made by Dwight Coon and seconded by Bev Schiesser, Carried.
Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea
Yea: 7, Nay: 0
Director Coon moved to appoint Brittany Bottensek as the acting Superintendent of the Blachly School District, effective August 7th, 2024. This motion, made by Dwight Coon and seconded by Ciara Clark, Carried.
Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea
Yea: 7, Nay: 0

6. UPCOMING BOARD MEETING

7. ADJOURN THE REGULAR MEETING
Board Chair Pennel adjourned the meeting at 7:43 pm.

Regular Board Meeting
Wednesday, June 12, 2024 6:00 PM Pacific

Triangle Lake Charter School--Library
20264 Blachly Grange Rd.
Blachly, OR 97412

Ciara Clark: Present
Dwight Coon: Present
Meleah Drago: Present
Jeff Eastburn: Present
Derek Pennel: Present
Bev Schiesser: Present
Lenae Sjostrom: Present

Present: 7.

Community Attendance: Sherrill Harder, Norma Burkert, Fred Burkert, Dave Sjostrom, Jim Applegate,

Staff Attendance: Dennis Boyd, Cathy Jacksch, Ellen Mooney, Bobbi Jo Brewster, Lisa, Wagner, Aria Richardson, Brooklyn Gilbert, Sadie Mooney, Shane Benscoter, Kelly Goodwin, Molly Rust, Pat Rufo, Brittany Bottensek, Katherine Tripp

1. CALL TO ORDER

Board Chair Pennel called the meeting to order at 6pm.

2. WELCOME GUESTS AND VISITORS

3. CHANGES OR ADDITIONS TO THE AGENDA

There were additions added under the consent agenda and new business. Agenda item numbers added were 7.6, 10.2, 10.3, 10.4 and 10.5

4. PUBLIC FORUM/COMMUNICATIONS

There were two requests for public comment:

Norma Burkert, topic being Survey Suggestion & Public Comment

Lisa Wagner, topic being Charter Board Communication

5. THE BOARD MAY RECESS THE REGULAR MEETING AND CONVENE EXECUTIVE SESSION

Board Chair Pennel recessed the regular session at 6:10 pm to go into executive session.

6. RECONVENE REGULAR SESSION

Director Schiesser moved to add under New Business as item 10.6 Licensed and Non-Licensed Contracts. This motion, made by Bev Schiesser and seconded by Ciara Clark, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea

Yea: 7, Nay: 0

Board Chair Pennel reconvenes the regular meeting at 6:36 pm.

7. CONSENT AGENDA

7.1. BOARD MINUTES

There were no questions or adjustments to the board minutes presented.

7.2. FINANCIAL REPORT

The board reviewed the May check register with no questions.

7.3. FIRST READ POLICY EBBB

Superintendent Watkins explains what this policy is in regard to.

7.4. POLICIES SECOND READ

Director Drago states she would like to keep JHCCF out of the approval of the policies listed. She likes that our current policy has the student sent home if lice is found.

The board would like to exclude this policy from the second read.

7.5. COACHING HIRES FOR 2024-25 SCHOOL YEAR

Superintendent Watkins shares the hiring of the coaches listed for the 24-25 school year.

7.6. RESIGNATION

Superintendent Watkins shares the resignation of Deena Jobe as custodian.

7.7. MOTION

I move to approve the consent agenda as amended, removing the policy JHCCF. This motion, made by Dwight Coon and seconded by Lenae Sjostrom, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea

Yea: 7, Nay: 0

8. REPORTS

8.1. ENROLLMENT

Superintendent Watkins shares we will be pushing out advertising for recruitment later this month.

8.2. FACILITIES REPORT

Director Eastburn asks if we have dates yet for the gym floor refinishing. Superintendent Watkins answers he will be coordinating with coaches.

8.3. TRANSPORTATION/TECHNOLOGY REPORT

Board Chair Pennel asks what the new WiFi restrictions will be. Mr. Boyd explains about the separate WiFi for students that will only be on before and after school. This is not attached to the network.

Director Drago recommends we open the afternoon opening of the WiFi right when the last bell rings, so students can make bus/ride changes if needed.

8.4. STUDENT SERVICES REPORT

Director Drago asks what the Child Find is. Ms. Tripp states it's a report on students who have been identified for Special Education within that year.

Board Chair Pennel asks what she attributes to the 20% decline in referrals. Ms. Tripp shares that some are changes in student enrollment and others are consistency and follow through of expectations

Director Drago asks if positive referrals are still happening. She shares that Yes, they are.

8.5. PRINCIPAL'S REPORT

Director Drago asks if we know how many students will attend summer school. Ms. Bottensek shares for K-8. She has 18 signed up currently. This closes July 18th and two more reminders will go out on ParentSquare.

Board Chair Pennel asks if all students should know their schedules by the time they leave school tomorrow. Ms. Bottensek answers, yes. We have credit recovery for HS. We assign their class the Monday after school gets out and if they complete it before August 5th, they don't have to come to campus for summer school.

An audience member, Ellen Mooney, asks how summer school is funded. Board Chair Pennel shared that it's through a grant.

8.6. SUPERINTENDENT'S REPORT

Superintendent Watkins shares some information for the board to consider: looking at some fees we collect: Athletic Fees-officials fees have increased quite a bit, he does share some surrounding schools are using some funding to cover fees, current fees are \$75 for HS and \$60 for MS; Food Prices-consider what we charge for staff meals, currently its \$4.

Superintendent Watkins shares some positive work that has happened within the district over the last year.

Superintendent Watkins also shares some data points that have improved for our district since the year prior to covid.

Director Eastburn asks what the combination of the seismic grants funds were. Board Chair Pennel thinks it was above \$300,000 and wants to point out we are the only school in the county without a bond.

Director Schiesser asks if other schools offer AVID to all their students? Superintendent Watkins shares no, most schools only offer to specific students based on their own chosen criteria. Director Schiesser also shared that she had a past student who stated, after their first year of college, they wished they had two more years of AVID.

8.7. DIRECTORS REPORT

Director Drago shares that she volunteered with the booster club at the spring sports awards, and it was very nice to see the athletes.

Director Eastburn shares they have some summer league basketball going on, and it's been very good so far.

Board Chair Pennel shares that he has started summer football. It looks like they are going to have the biggest team in recent years. He has also been to graduation which went well, the biggest graduating class we have had in a while, and been to two band concerts, Ms.

Brecheisen put on a great set with the students and then another fundraiser with their Funk night and dinner fundraiser, and it was really great.

Director Coon shares he was at graduation and it was a great event.

Director Schiesser shares that she was at the band concerts and the groups sounded great. She also attended the retirement party for the 3 staff members, and it was very nice to see all the past staff return. Graduation was also great, and she enjoyed handing her grandkids their diplomas.

Director Clark shares that she has been at a couple school assemblies, including one to celebrate Linda Richardson, and it was really great to see all the support from community and past and present staff.

9. UNFINISHED BUSINESS

10. NEW BUSINESS

10.1. ADOPTION OF 2024-2025 BUDGET AND APPROVAL OF BUDGET RESOLUTIONS

Director Pennel moved to approve Resolutions #2023-24-007. This motion, made by Derek Pennel and seconded by Jeff Eastburn, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea

Yea: 7, Nay: 0

Board Chair Pennel Moved to approve Resolution #2023-24-008. This motion, made by Derek Pennel and seconded by Bev Schiesser, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea

Yea: 7, Nay: 0

10.2. TRANSFER OF FUNDS

Director Eastburn moved to approve the transfer of \$50,000 from the General Fund to the Food Services Fund. This motion, made by Jeff Eastburn and seconded by Dwight Coon, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea

Yea: 7, Nay: 0

Ms. Pat Rufo shares that next year we will be going with the CPE program, allowing free breakfasts and lunches for all our students. This year we have had rising costs in food and in add on costs to delivery, as well as having a hard time getting lunch bills paid from our families.

Superintendent Watkins shares that with this grant they do adjust for inflation. We also will not have the bills not getting paid from student lunch bills, causing a deficit.

10.3. RESOLUTION #2023-24-009

Director Clark move to approve Blachly School District Resolution # 2023-24-009 as presented. This motion, made by Ciara Clark and seconded by Bev Schiesser, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea

Yea: 7, Nay: 0

The document itself has been corrected to read resolution # 2023-24-009.

10.4. RESOLUTION #2023-24-010

Director Coon moved to approve Blachly School District Resolution # 2023-24-010 as presented. This motion, made by Dwight Coon and seconded by Ciara Clark, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea

Yea: 7, Nay: 0

10.5. RESOLUTION #2023-24-011

Director Eastburn moved to approve Blachly School District Resolution # 2023-24-011 as presented. This motion, made by Jeff Eastburn and seconded by Ciara Clark, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel:

Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea
Yea: 7, Nay: 0

10.6. LICENSED AND NON-LICENSED ADMINISTRATOR CONTRACTS

Director Schiesser moved to approve the Licensed and Non-Licensed Administrator contracts for the 2024-25 school year as presented. This motion, made by Bev Schiesser and seconded by Ciara Clark, Carried.

Ciara Clark: Yea, Dwight Coon: Yea, Meleah Drago: Yea, Jeff Eastburn: Yea, Derek Pennel: Yea, Bev Schiesser: Yea, Lenae Sjostrom: Yea
Yea: 7, Nay: 0

11. ANNOUNCEMENTS

Superintendent Watkins wants to thank Ms. Rufo for her time and dedication to the district.

11.1. UPCOMING BOARD MEETING

12. ADJOURN THE REGULAR MEETING

Board Chair Pennel adjourned the meeting at 8:06pm.

13. ADDITIONAL DOCUMENTS/INFORMATION TO VIEW

Derek Pennel
Board Chair

Adam Watkins
Superintendent

OSBA Model Sample Policy

Code: EBBB

Adopted:

Injury/ or Illness Reports

{This policy was originally released with the April 2024 Policy Update. Following that release, OSBA determined that a correction was necessary. This correction was made in May 2024 and this policy was re-released. This version includes the correction. Required policy. ORS 339.309 requires a district school board establish policy for reporting incidents, e.g., injury.}

All injuries/ or illnesses¹, sustained by the employee while in the actual performance of the duty of the employee, occurring on district premises, in district vehicles, at a district-sponsored activity or involving staff members who may be elsewhere on district business will be reported immediately to a supervisor. ~~Staff members will report self-administered first-aid² treatment to an immediate supervisor.~~ All accidents involving employees, students, visiting public or district property will be reported immediately to a supervisor.

A written report will be submitted within 24 hours to the district's safety officer. Reports will cover property damage as well as personal injury.

In the event of a work-related³ illness or injury to an employee resulting in overnight in-patient hospitalization for medical treatment⁴ other than first aid, loss of an eye, amputation or avulsion⁵, the district safety officer shall report the incident to the Oregon Occupational Safety and Health Division (OR-OSHA). ~~This report will be made~~ within 24 hours after notification to the district of an illness or injury. Fatalities or catastrophes⁶ shall be reported⁷ to OSHA within eight hours.

ALL injuries/ or illnesses sustained by an employee, while in the actual performance of the duty of the employee or by a student or visiting public and accidents involving district property, employees, students

¹ The Oregon Occupational Safety and Health Division provides: "Injury or illness" means an abnormal condition or disorder. Injuries include cases such as, but not limited to, a cut, fracture, sprain, or amputation. Illnesses include both acute and chronic illnesses, such as, but not limited to, skin disease, respiratory disorder, or poisoning (record injuries and illnesses only if they are new, work-related cases that meet one or more of the recording criteria). (OAR 437-001-0015(39))

² For employees, "first aid" means any one-time treatment and subsequent observation of minor scratches, cuts, burns, splinters, or similar injuries that do not ordinarily require medical care. Such one-time treatment and subsequent observation is considered first aid even though it is provided by a physician or registered professional personnel. (OAR 437-001-0015(34))

³ An injury or illness is work related if an event or exposure in the work environment either caused or contributed to the resulting condition or significantly aggravated a preexisting ~~condition~~ injury or illness. (OAR 437-001-0700(6))

⁴ ~~Medical treatment includes managing or caring for the management or care of a patient for the purpose of combatting disease or disorder. The following are not considered medical treatment: visits to a doctor physician or other licensed health care professional solely for observation or counseling; diagnostic procedures, such as x-rays and blood tests, including administering prescription medications used solely for diagnostic purposes; and or any procedure that can be labeled first aid according to OAR 437-001-0700(8)(d)(A)(iii).~~

⁵ Amputations and avulsions are only required to be reported if they result in bone loss. (OAR 437-001-0704(4))

⁶ A "eCatastrophe" is an accident in which two or more employees are fatally injured, or three or more employees are admitted to a hospital or an equivalent medical facility. (OAR 437-001-0015(11))

⁷ Reporting must be done in person or by telephone. (OAR 437-001-0704(3))

or visiting public will be promptly investigated. As a result of the investigation any corrective measures needed will be acted upon.

The district safety officer will maintain records ~~and reports on serious~~ on injuries, illnesses, ~~including and~~ accidents involving district property, ~~or~~ employees, students or visiting publics, ~~and periodic statistical reports on the number and types of injuries/illnesses occurring in the district, as well as on the measures being taken to prevent such injuries/illnesses in the future.~~

~~The records will include monthly reporting information and an analysis of the data and trends will be conducted at least annually.~~ These records will include prevention measures taken, reporting information, periodic statistical reports on the number and types of injuries, illnesses and accidents occurring in the district, and monthly and annual analyses of accident data. Such reports will be submitted to the ~~[superintendent]~~ ~~[Board]~~ for review ~~[annually⁸]~~.

END OF POLICY

Legal Reference(s):

[ORS 339.309](#)

[OAR 437-001-0015](#)

[OAR 437-001-0700](#)

[OAR 437-001-0704](#)

[OAR 437-001-0760](#)

[OAR 437-002-0360](#)

[OAR 437-002-0377](#)

[OAR 581-022-2225](#)

⁸ ~~[Annual reporting is required, but may occur more often.]~~

**Blachly School District #90
Triangle Lake Charter School
20264 Blachly Grange Road
Blachly, OR 97412
(541)925-3262
www.blachly90.com**

RESOLUTION Blachly S.D #2024-25-001

BE IT RESOLVED, that the Board of Directors, School District #90, Lane County, hereby adopts the following for the fiscal year 2024-25:

- Designate The Register Guard the official district newspaper;
 - Establish regular monthly board meeting day as the second Wednesday, at 6 pm, at Triangle Lake Charter School;
 - List official depositories of funds (Local Government Investment Pool, U.S. Bank, Oregon Community Credit Union, and SELCO Credit Union);
 - Designate Superintendent Adam Watkins or Acting Superintendent Brittany Bottensek, or an appointed designee, as chief administrative officer, clerk of the district, federal program coordinator, custodian of funds, executive officer, and administrator of the food services fund;
- Authorize Superintendent Adam Watkins or Acting Superintendent Brittany Bottensek, _____ (new board chair), _____ (new board vice chair).
- Designate Molly Rust as the one who shall prepare or supervise preparation of the budget document under the direction of the executive officer;
 - Adopt new minimum pay rates for substitute teachers in 2024-25 at \$238.41 per 9-hour day for the first 10 days in one assignment; after the first ten (10) days the pay rate becomes \$238.41 per 9-hour day.
 - Designate Brown & Brown Northwest, as the official insurance agent for the district. Our property and casualty insurance is through Property and Casualty Coverage for Education (PACE). Sam Jones is our account executive. Our premium for 2024-25 will be \$89,412. Additional carriers sponsored by PACE include Fuel Tank coverage from ACE American Insurance Company for \$529 Workman’s Compensation insurance coverage by SAIF is estimated at \$14,787.73, and separate Crime Coverage for Triangle Lake Charter School, price to be determined.
 - Designate Pauly, Rogers and Co., P.C. as financial auditors for Blachly School District and Triangle Lake Charter School;
 - Designate PACE crime coverage of up to \$1,000,000 with \$10,000 deductible each in lieu of surety bonds for the Superintendent and financial managers (ORS 332.525);
 - Designate The Hungerford Law Firm and the OSBA Legal Department as district legal counsel.

Adopted by the Blachly School Board of Directors at a regular school board meeting held on August 14, 2024.

(Elected)
Board Chair

Adam Watkins
Superintendent