



# LINCOLN COUNTY SCHOOL DISTRICT

Dr. Majalise Tolan  
Superintendent

District Office | Teaching & Learning Center  
1212 NE Fogarty Street, Newport, OR 97365  
PO Box 1110, Newport, OR 97365  
T 541-265-9211 | F 541-265-3059  
[www.lincoln.k12.or.us](http://www.lincoln.k12.or.us)

## Board of Directors NOTICE OF A BOARD MEETING Lincoln County School District Business Meeting of the Board

**Date** Tuesday, September 13, 2022

**Time** 6:30 PM

**Place** Taft 7-12, 3780 SE Spy Glass Ridge Dr, Lincoln City, OR 97367

The Lincoln County School District Board of Directors has scheduled a Lincoln County School District Business Meeting of the Board of the Board beginning at 6:30 PM.

If you are a member of the community and wish to speak to a specific item on the Board's agenda, please email the following information to [Eddie.symington@lincoln.k12.or.us](mailto:Eddie.symington@lincoln.k12.or.us) by **12:00 pm on the business day prior to the meeting: Name, address and phone number (optional), and comment regarding specific item on the Board's agenda.** Once your request is received, you will be contacted with details regarding making the comment during the meeting.

**The Regular Session will be streamed and can be accessed by visiting our [website](#). Individuals viewing via the live stream will be unable to participate in the meeting.**

The agenda is attached.

Individuals wanting to speak to the Board regarding items listed on the agenda must attend in person. Public comment cards will be available at the door and can be completed and given to the Board Secretary.

THIS NOTICE SATISFIES THE REQUIREMENTS OF ORS 192.630, 192.640 AND 332.045.  
For further information, please contact:  
Eddie Symington, Assistant to the Superintendent and School Board  
Lincoln County School District | 1212 NE Fogarty | Newport, OR 97365

**LINCOLN COUNTY SCHOOL DISTRICT**  
**Board of Directors – Lincoln County School District Business Meeting of the**  
**Board**  
**Tuesday, September 13, 2022 - 6:30 PM**  
**Taft 7-12, 3780 SE Spy Glass Ridge Dr, Lincoln City, OR 97367**

**Agenda**

1. Call to Order & Reading of Land Acknowledgment



# LINCOLN COUNTY SCHOOL DISTRICT

Dr. Karen Gray  
Superintendent

District Office | Teaching & Learning Center  
1212 NE Fogarty Street, Newport, OR 97365  
PO Box 1110, Newport, OR 97365  
T 541-265-9211 | F 541-265-3059  
[www.lincoln.k12.or.us](http://www.lincoln.k12.or.us)

## Lincoln County School District Equity Team

### Land Acknowledgement Statement

We ask that you take a moment to stop what you are doing, to listen to these words as we recognize the land that we currently inhabit. No matter where each of us is physically located in Lincoln County, we must understand that we are on traditional homelands and unceded territories of indigenous peoples. Where we live in Lincoln County, these are the ancestral homelands for the Confederated Tribes of Siletz Indians.

Lincoln County School District acknowledges the Confederated Tribes of Siletz Indians that consists of over 30 bands originating from Northern California to Southern Washington. The Confederated Tribes of Siletz Indians currently occupy and manage 9,310 acres located here in Lincoln County but is a mere fraction of their original 1855 1.1 million-acre Siletz coastal reservation. We must remember the people of the Confederated Tribes of Siletz Indians are and will forever be the first stewards of this land, water, and fish.

We acknowledge and recognize the continued sovereignty of the Confederated Tribes of Siletz Indians and honor their ancestral homelands. We are committed to bringing awareness to their history and the existence of the Confederated Tribes of Siletz Indians since time immemorial.

2. Roll Call- Establishment of a quorum
3. Introductions
4. Communications
  - 4.a. Written
  - 4.b. From the Audience (This time is reserved for public comment on topics published on the Board's agenda)
  - 4.c. Recognition
  - 4.d. LCEA Report
  - 4.e. Area Report - Nick Lupo and Admin Team
5. Consultant Reports/Staff Reports/Student Reports
  - 5.a. Student Report
  - 5.b. Financial Report
    - 5.b.1. August Board Financial Report

### Year To Date Transactions as of August 31, 2022

EXPENDITURES																		
Salaries (100)	569,730	740,007	2,417,208	2,466,720	2,580,169	2,493,945	2,455,633	2,540,984	2,467,620	2,472,443	2,555,988	6,084,707	0	29,845,154	29,741,290	1,309,737	103,864	4%
Employee benefits (200)	282,988	357,272	1,554,210	1,565,058	1,627,984	1,569,270	1,568,399	1,594,786	1,604,491	1,608,808	1,639,370	4,046,400	10,685	19,029,720	19,114,087	640,259	(84,367)	3%
Purchased services (300)	1,369,286	893,674	928,399	1,354,238	1,379,928	1,658,069	1,426,787	1,407,015	1,459,368	1,471,877	1,741,472	1,502,553	377,484	16,970,149	16,981,882	2,262,960	(11,733)	13%
Supplies (400)	77,086	323,925	268,855	270,986	232,925	153,838	153,120	141,849	157,568	223,113	286,240	406,749	229,247	2,925,500	3,071,592	401,011	(146,092)	13%
Capital outlay (500)	6,228		1,984	3,058	3,683	2,144	50	1,188	1,694	2,456	2,415	997		25,897	40,000	6,228	(14,103)	16%
Insurance/Other (600)	711,469	23,255	17,802	16,137	20,010	12,439	11,643	8,333	5,595	9,748	18,321	12,829	14,181	881,763	939,599	734,723	(57,836)	78%
Interfund Transfers (700)		1,650,000				3,900,000								5,550,000	5,550,000	1,650,000	-	30%
Contingency (800)														0	3,750,000	-		0%
Unappropriated Funds (800)														0	4,892,192	-		0%
<b>Total Monthly Expenditures</b>	<b>3,016,787</b>	<b>3,988,131</b>	<b>5,188,458</b>	<b>5,676,197</b>	<b>5,844,698</b>	<b>9,789,706</b>	<b>5,615,631</b>	<b>5,694,155</b>	<b>5,696,336</b>	<b>5,788,446</b>	<b>6,243,806</b>	<b>12,054,234</b>	<b>631,597</b>	<b>75,228,183</b>	<b>84,080,642</b>	<b>7,004,919</b>	<b>(210,267)</b>	<b>8%</b>
<b>CUMULATIVE EXPENDITURES</b>	<b>3,016,787</b>	<b>7,004,919</b>	<b>12,193,376</b>	<b>17,869,573</b>	<b>23,714,272</b>	<b>33,503,977</b>	<b>39,119,609</b>	<b>44,813,764</b>	<b>50,510,100</b>	<b>56,298,545</b>	<b>62,542,351</b>	<b>74,596,586</b>	<b>75,228,183</b>					
<b>Month-end Fund Balance</b>	<b>17,072,183</b>	<b>15,165,129</b>	<b>12,044,569</b>	<b>8,483,246</b>	<b>34,173,460</b>	<b>34,775,034</b>	<b>31,783,983</b>	<b>28,594,950</b>	<b>26,046,303</b>	<b>22,567,544</b>	<b>19,134,908</b>	<b>8,776,756</b>	<b>8,817,838</b>	<b>8,817,838</b>			<b>15,165,129</b>	

Projection amounts based on Adopted Budget and avg % received during same time period over past 6 years

**Estimated 2022/23 SSF Adjustment (May 2024)**

Will depend on Actual Local Revenue at Yr End

<b>Anticipated Ending Fund Balance</b>	<b>8,924,586</b>
--	------------------

Projection amounts based on Adopted Budget and avg % expended during same time period over past 6 years

**Lincoln County School District**  
**Monthly Comparison - Projected to Actual**  
**August 2022**

<b>REVENUES</b>	<b>Projected</b>	<b>Actual</b>	<b>Actual Compared to Projected</b>	<b>Comments</b>
<b>LOCAL SOURCES:</b>				
Current year's levy	15		(15)	* Timing of payments varies
Prior years' taxes	112,146	134,420	22,274	* Timing of payments varies
Interest on Investments	9,708	53,288	43,580	Int Not Yet Seg/Waiting for PY Audit
Fees Charged to Grants	1,941		(1,941)	
Rentals			-	
Contributions			-	
Other Local Income	13,772	3,575	(10,197)	
<b>INTERMEDIATE SOURCES:</b>				
ESD - Severe Disability Support			-	
County School Fund			-	*
Other, Hvy Eq Rent Tax, etc			-	
<b>STATE SOURCES:</b>				
SSF- Current Year	1,921,812	1,889,795	(32,017)	*
SSF- Prior Year			-	*
Common School Fund			-	*
State Timber			-	
Unrestricted Grants			-	*
<b>FEDERAL SOURCES:</b>				
Federal Forest Fees			-	*
Foster Care Transport Reimb			-	
<b>OTHER RESOURCES:</b>				
Interfund Transfer			-	
Sale of Assets/Ins Proceeds			-	
Beginning Fund Balance			-	
<b>Total Monthly Revenue</b>	<b>2,059,395</b>	<b>2,081,078</b>	<b>21,683</b>	
<b>EXPENDITURES</b>				
Salaries (100)	654,960	740,007	85,046	Classified Contract Increase
Employee benefits (200)	382,335	357,272	(25,063)	
Purchased services (300)	1,379,010	893,674	(485,336)	
Supplies (400)	321,824	323,925	2,101	
Capital outlay (500)	14,655		(14,655)	
Insurance/Other (600)	127,046	23,255	(103,791)	
Interfund Transfers (700)	1,650,000	1,650,000	-	
Contingency (800)				
Unappropriated Funds (800)				
<b>Total Monthly Expenditures</b>	<b>4,529,830</b>	<b>3,988,131</b>	<b>(541,699)</b>	

\*Indicates SSF formula revenue -- excesses are returned to the State

Page 2

**Lincoln County School District  
Purchased Services Monthly Comparison  
August 31, 2022**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	YTD Total
Professional Instruction Services	654	7,142											7,796
Cleaning Services	164,284	164,404											328,689
Repairs & Maintenance	24,369	99,245											123,615
Rentals		26											26
Utilities	7,189	31,324											38,513
Transportation	2,534	122,421											124,955
Travel	159	1,838											1,998
Telephone		8,533											8,533
Postage	1,173	566											1,739
Advertising													-
Printing & Binding	4,076	4,076											8,152
Data Lines		163											163
Charter School Payments	846,891	423,853											1,270,744
Tuition		C 24,909											
Audit Services													-
Legal Services	B 273,387	4,272											277,659
Architect/Engineer Services													-
Negotiation/Labor Consulting Svcs													-
Management Services													-
Data Processing/Tech Svcs													-
Election Services													-
Other General Professional Svcs	44,570	900											45,470
<b>Total Purchased Services</b>	<b>1,369,286</b>	<b>893,674</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,238,051</b>
<b>For Reference Only:</b>													
Less Transportation	(2,534)	(122,421)	-	-	-	-	-	-	-	-	-	-	
Less Charter School Payments	(846,891)	(423,853)	-	-	-	-	-	-	-	-	-	-	
<b>Balance of Purchased Services</b>	<b>519,861</b>	<b>347,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>A</b>

**Notes:**

A: Removing Transportation & Charter Payments with their irregular payment patterns from the totals smooths the monthly totals for comparison purposes. For Reference Only.

B: Special Education Legal Fees RE: Out of State Placement

C: Special Education Out of State Placement Student Tuition

# LINCOLN COUNTY SCHOOL DISTRICT

	<u>Budget</u>	<u>Encumb'd</u>	<u>YTD Actual</u>	<u>Remaining</u>
<b>Special Revenues &amp; Grants (200-285 &amp; 900-994)</b>				
Revenues:				
Local	1,101,756		32,484	1,069,272
Intermediate				
State	4,634,711			4,634,711
Federal	13,670,355		92	13,670,263
Fund Tfrs/Asset Sales				1,639,679
Beg. Fund Balance *	1,639,679		1,052,757	19,993,744
Total Revenues	21,046,501		1,085,334	19,961,167
Expenditures:				
Instruction	6,712,188	3,156,756	254,123	3,301,309
Support Services	6,826,064	1,415,051	191,197	5,219,816
Enterprise	566,563	72,329	1,831	492,403
Facilities Acq & Const	6,941,686	3,637,956	131,420	3,172,310
End Fund Bal/Tfrs				0
Total Expenditures	21,046,501	8,282,092	578,571	12,185,838
<b>Fund Balance</b>			<b>506,763</b> ***	
<b>Indigenous Peoples (286)</b>				
Revenues:				
Local				
Fund Tfrs/Asset Sales	100,000			100,000
Beg. Fund Balance*	3,316		3,316	0
Total Revenues	103,316	0	3,316	100,000
Expenditures:				
Instruction	23,000			23,000
Support Services	10,000			10,000
End Fund Balance	70,316			70,316
Total Expenditures	103,316	0	0	103,316
<b>Fund Balance</b>			<b>3,316</b>	
<b>Musical Instruments (287)</b>				
Revenues:				
Transfers	300,000			300,000
Beg. Fund Balance*	150,000		127,417	22,583
Total Revenues	450,000		127,417	322,583
Expenditures:				
Instruction	89,000	31,399		57,601
Support Services	61,000			61,000
End Fund Balance	300,000			
Total Expenditures	450,000	31,399	0	418,601
<b>Fund Balance</b>			<b>127,417</b>	

# 2022-23 SPECIAL REVENUE FUNDS FINANCIAL STATEMENTS as of August 31, 2022 UNAUDITED

	<u>Budget</u>	<u>Encumb'd</u>	<u>YTD Actual</u>	<u>Remaining</u>
<b>Pre-School Promise (288)</b>				
Revenues:				
State	459,576			459,576
Beg. Fund Balance*				
Total Revenues	459,576		0	459,576
Expenditures:				
Instruction	415,795	335,032	1,221	79,542
Support Services	43,781	13,830	2,128	27,823
Enterprise				0
Facilities Acq & Const				
End Fund Balance				
Total Expenditures	459,576	348,861	3,349	107,366
<b>Fund Balance</b>			<b>(3,349)</b> ***	
<b>Student Investment Account (289)</b>				
Revenues:				
State	4,505,628			4,505,628
Beg. Fund Balance*				
Total Revenues	4,505,628		0	4,505,628
Expenditures:				
Instruction	1,750,526	1,312,549		437,977
Support Services	2,755,102	1,918,650	62,697	773,755
Enterprise		1,759	132,660	
Facilities Acq & Const				
End Fund Balance				
Total Expenditures	4,505,628	3,232,958	195,357	1,077,313
<b>Fund Balance</b>			<b>(195,357)</b> ***	
<b>Curriculum (290)</b>				
Revenues:				
Transfers	1,000,000			1,000,000
Beg. Fund Balance*	900,000		900,000	0
Total Revenues	1,900,000		900,000	1,000,000
Expenditures:				
Instruction				0
Support Services				
End Fund Balance	1,900,000			
Total Expenditures	1,900,000		0	1,900,000
<b>Fund Balance</b>			<b>900,000</b>	

	<u>Budget</u>	<u>Encumb'd</u>	<u>YTD Actual</u>	<u>Remaining</u>
<b>Small Schools Grant (291) WHS &amp; Toledo 7-12</b>				
Revenues:				
Local	500			500
State	70,000			70,000
Beg. Fund Balance *	193,000		195,365	(2,365)
Total Revenues	263,500		195,365	68,135
Expenditures:				
Instruction	125,394	15,700	589	109,105
Support Services	48,106		7,350	40,756
Enterprise				
Facilities Acq & Const				
End Fund Balance	90,000			90,000
Total Expenditures	263,500	15,700	7,939	239,861
<b>Fund Balance</b>			<b>187,426</b>	
<b>High School Success (292)</b>				
Revenues:				
State	1,373,700			1,373,700
Beg. Fund Balance *				
Total Revenues	1,373,700		0	1,373,700
Expenditures:				
Instruction	606,332	292,343	64,644	249,346
Support Services	767,368	269,117	40,502	457,749
Enterprise				0
Facilities Acq & Const				0
End Fund Balance				
Total Expenditures	1,373,700	561,459	105,146	707,095
<b>Fund Balance</b>			<b>(105,146)</b> ***	
<b>Building Maintenance (293)</b>				
Revenues:				
Local	5,000		74	4,926
State				
Federal				
Fund Tfrs/Asset Sales	2,410,000		1,650,000	760,000
Beg. Fund Balance *	350,000		486,077	(136,077)
Total Revenues	2,765,000		2,136,151	628,849
Expenditures:				
Support Services	1,499,000	430,745	43,178	1,025,077
Enterprise				
Facilities Acq & Const	676,000	477,452	624,822	(426,274)
End Fund Bal/Tfrs	590,000			590,000
Total Expenditures	2,765,000	908,197	668,001	1,188,802
<b>Fund Balance</b>			<b>1,468,151</b>	

\* Beginning Fund Balances are Unaudited

\*\* Fund Balances do NOT include encumbered expenditures

\*\*\* Reimbursement Basis Grants, revenue received after funds expended, negative or low fund balance is normal



# LINCOLN COUNTY SCHOOL DISTRICT

	<u>Budget</u>	<u>Encumb'd</u>	<u>YTD Actual</u>	<u>Remaining</u>
<b>Food Services (294)</b>				
Revenues:				
Local	156,550		1	156,549
State	35,000			35,000
Federal	3,099,460			3,099,460
Beg. Fund Balance *	800,000		1,528,864	(728,864)
Total Revenues	4,091,010		1,528,865	2,562,145
Expenditures:				
Instruction	113,004	70,992	14,449	27,562
Support Services	32,715	61,639	6,712	(35,636)
Enterprise	3,645,291	3,567,966	130,997	(53,671)
Facilities Acq & Const	50,000	12243.02	6720	31,037
End Fund Balance	250,000			250,000
Total Expenditures	4,091,010	3,712,840	158,878	219,292
<b>Fund Balance</b>			<b>1,369,987</b>	***
<b>Student Activities (295)</b>				
Revenues:				
Local	1,300,000		236,374	1,063,626
Beg. Fund Balance *	880,500		1,169,303	(288,803)
Total Revenues	2,180,500		1,405,677	774,823
Expenditures:				
Instruction	1,232,000	80,116	24,714	1,127,170
Support Services	85,000			85,000
Enterprise	20000			20,000
End Fund Balance	843,500			843,500
Total Expenditures	2,180,500	80,116	24,714	2,075,670
<b>Fund Balance</b>			<b>1,380,963</b>	
<b>Outdoor School for All (296)</b>				
Revenues:				
State	112,649			112,649
Total Revenues	112,649		0	112,649
Expenditures:				
Instruction	110,149			110,149
Support Services	2,500			
Total Expenditures	112,649	0	0	112,649
<b>Fund Balance</b>			<b>0</b>	***
<b>Technology (298)</b>				
Revenues:				
Local	653,020		0	653,020
Local - Tech Fees	46,800		13,320	33,480
Transfers	1,500,000			1,500,000
Beg. Fund Balance*	645,000		748,382	(103,382)
Total Revenues	2,844,820		761,702	2,083,118
Expenditures:				
Instruction	37,500			37,500
Support Services	1,140,417	384,703	75,357	680,357
Contingency	300,000			300,000
End Fund Balance	1,366,903			1,366,903
Total Expenditures	2,844,820	384,703	75,357	2,384,760
<b>Fund Balance</b>			<b>686,346</b>	

# 2022-23 SPECIAL REVENUE FUNDS FINANCIAL STATEMENTS as of August 31, 2022 UNAUDITED

	<u>Budget</u>	<u>Encumb'd</u>	<u>YTD Actual</u>	<u>Remaining</u>
<b>Vehicle Replacement (299)</b>				
Revenues:				
Local	20,500			20,500
Sale of Assets				0
Beg. Fund Balance *	173,500		91,501	81,999
Total Revenues	194,000		91,501	102,499
Expenditures:				
Support Services	194,000			194,000
End Fund Balance				
Total Expenditures	194,000			194,000
<b>Fund Balance</b>			<b>91,501</b>	
<b>PERS Bonds Debt Service (320)</b>				
Revenues:				
Local	6,746,068		296,429	6,449,639
Beg. Fund Balance *	9,610,492		9,828,194	(217,702)
Total Revenues	16,356,560		10,124,623	6,231,937
Expenditures:				
Debt Service	5,834,753			5,834,753
End Fund Balance	10,521,807			10,521,807
Total Expenditures	16,356,560		0	16,356,560
<b>Fund Balance</b>			<b>10,124,623</b>	
<b>GO Bonds Debt Service (330 &amp; 331)</b>				
Revenues:				
Local	5,559,380		19,959	5,539,421
Intermediate Sources				0
State				0
Beg. Fund Balance *	1,477,485		1,671,457	(193,972)
Total Revenues	7,036,865		1,691,416	5,345,449
Expenditures:				
Debt Service	6,210,000			6,210,000
End Fund Balance	826,865			826,865
Total Expenditures	7,036,865		0	7,036,865
<b>Fund Balance</b>			<b>1,691,416</b>	
<b>Capital Construction Fund (405)</b>				
Revenues:				
Local	500,000		218,580	281,420
Beg. Fund Balance *	1,400,000		1,549,908	(149,908)
Total Revenues	1,900,000		1,768,488	131,512
Expenditures:				
Support Services				
Facilities Acq & Const	1,345,000	742,848	44,584	557,568
End Fund Balance	555,000			555,000
Total Expenditures	1,900,000	742,848	44,584	1,112,568
<b>Fund Balance</b>			<b>1,723,904</b>	

	<u>Budget</u>	<u>Encumb'd</u>	<u>YTD Actual</u>	<u>Remaining</u>
<b>Future Property Purchases Reserve (420)</b>				
Revenues:				
Local	2,500			2,500
Fund Tfrs/Asset Sales	1,000,005			1,000,005
Beg. Fund Balance *				0
Total Revenues	1,002,505			1,002,505
Expenditures:				
Facilities Acq & Const	1,002,505			1,002,505
End Fund Balance				
Total Expenditures	1,002,505			1,002,505
<b>Fund Balance</b>			<b>0</b>	

<b>Dental/Vision Self Insurance (610)</b>				
Revenues:				
Local	839,000		26,019	812,981
Beg. Fund Balance *	919,750		1,055,908	(136,158)
Total Revenues	1,758,750		1,081,927	676,823
Expenditures:				
Support Services	953,555		145,941	807,614
End Fund Balance	805,195			805,195
Total Expenditures	1,758,750		145,941	1,612,809
<b>Fund Balance</b>			<b>935,986</b>	

<b>District Medical Group HRA (620)</b>				
Revenues:				
Local	756,500		(2,674)	759,174
Beg. Fund Balance	1,465,000		1,582,019	(117,019)
Total Revenues	2,221,500		1,579,345	642,155
Expenditures:				
Support Services	440,300		43,493	396,807
End Fund Balance	1,781,200			1,781,200
Total Expenditures	2,221,500	0	43,493	2,178,007
<b>Fund Balance</b>			<b>1,535,852</b>	

\* Beginning Fund Balances are Unaudited

\*\* Fund Balances do NOT include encumbered expenditures

\*\*\* Reimbursement Basis Grants, revenue received after funds expended, negative or low fund balance is normal

**LINCOLN COUNTY SCHOOL DISTRICT**  
**Bills & Claims Over \$10,000**  
**2021-2022 Fiscal Year**  
**August 2022**

<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
8/5/2022	AMERICAN FLOOR SANDING INC.	GYM FLOOR REFINISHING - 9 SCHOOLS	\$ 20,000.00
8/5/2022	AMPLIFIED IT	TECH SECURITY SOFTWARE/ED SOFTWARE	\$ 90,675.75
8/5/2022	DSL BUILDERS, LLC	YAQUINA VIEW GYM	\$ 131,183.18
8/5/2022	INCIDENT IQ, LLC	TECH & F/M WORK TICKET SYSTEM	\$ 16,169.00
8/5/2022	OETC	ADOBE CREATIVE CLOUD SOFTWARE	\$ 12,125.00
8/5/2022	ROAD & DRIVEWAY CO	SCE FIELD, OLE PAVING	\$ 34,160.89
8/5/2022	SODEXO, INC & AFFILIATES (CUST)	MONTHLY CONTRACT SERVICES	\$ 164,284.26
8/5/2022	STUTZMAN & KROPF CONTRACTORS INC	ARCADIA ROOF	\$ 44,620.50
8/5/2022	WEBSTAURANT	KITCHEN HOLDING/PROOFING CABINETS - YVE, SCE	\$ 10,290.00
8/12/2022	EDMENTUM, INC	SECONDARY SUMMER SCHOOL (CR RECOVERY) SOFTWARE	\$ 12,893.70
8/12/2022	HUSER INTEGRATED TECHNOLOGIES	ARCADIA CAMERAS & BASE	\$ 39,680.55
8/12/2022	IRS ENVIRONMENTAL OF PORTLAND, INC.	ASBESTOS ABATEMENT TOHS	\$ 29,624.90
8/12/2022	STUTZMAN & KROPF CONTRACTORS INC	ARCADIA ROOF	\$ 104,114.50
8/12/2022	TOOLS FOR SCHOOLS, INC.	BOOK CREATOR SOFTWARE	\$ 14,400.00
8/19/2022	EDNETICS	NON E-RATE NETWORK/WIRELESS PROJECT- 21/22	\$ 41,724.10
8/19/2022	ESS WEST, LLC	SUBSTITUTE SERVICES - 2022/23 FEE	\$ 144,290.62
8/19/2022	FIRST STUDENT, INC.	SUMMER SCHOOL TRANSPORTATION & FIXED COSTS	\$ 133,404.88
8/19/2022	IMAGINE LEARNING LLC	EDGENUITY SOFTWARE & PD - COMPASS K-12 ONLINE	\$ 116,150.00
8/19/2022	NOTABLE INCORPORATED	EDUCATION SOFTWARE - KAMI	\$ 12,000.00
8/19/2022	WAXIE	JANITORIAL SUPPLIES - VARIOUS LOCATIONS	\$ 71,438.29
8/19/2022	WEBSTAURANT	KITCHEN SMALLWARES - TAHS, TOHS, NMS, NHS	\$ 17,057.07
8/22/2022	AMAZON	SUPPLIES - VARIOUS LOCATIONS	\$ 11,043.67
8/26/2022	AVID CENTER	AVID MEMBERSHIPS & DIGITAL LIBRARY FOR COMPASS	\$ 48,122.00
8/26/2022	CHALLENGE DAY	WHS CHALLENGE DAY - SCHOOL CULTURE EVENT	\$ 11,025.00
8/26/2022	COMMUNITY SERVICES CONSORTIUM	2022-23 SSF PAYMENT & ESSER III REIMBURSEMENT	\$ 67,131.93
8/26/2022	EDDYVILLE CHARTER SCHOOL	2022-23 SSF PAYMENT & ESSER III REIMBURSEMENT	\$ 324,969.69
8/26/2022	EDUPOINT EDUCATIONAL SYSTEMS	SYNERGY SOFTWARE (STUDENT INFORMATION SYSTEM)	\$ 41,595.94
8/26/2022	LATHAM CENTERS, INC.	SPECIAL ED OUT OF STATE PLACEMENT - STUDENT TUITION	\$ 24,908.81
8/26/2022	OMLID & SWINNEY	FIRE SPRINKLER PUMP RENTAL (INSURANCE COVERS)	\$ 14,500.00
8/26/2022	OVERHEAD DOOR COMPANY OF SALEM	KITCHEN DOOR - NMS	\$ 24,640.00
8/26/2022	ROAD & DRIVEWAY CO	SAM CASE FIELD	\$ 16,529.69
8/26/2022	SILETZ VALLEY CHARTER SCHOOL	2022-23 SSF PAYMENT	\$ 177,566.00
8/26/2022	ULTRASONIC INC	CAFETERIA SOUND SYSTEMS	\$ 26,115.00
8/26/2022	WOOZ FLOORING	FLOORING - SCE, TOHS, TAHS, NHS,	\$ 16,014.00
8/29/2022	CDW GOVERNMENT, INC.	CLASSROOM PROJECTORS - 21/22	\$ 30,013.00
8/29/2022	ESS WEST, LLC	SUBSTITUTE SERVICES - 21/22	\$ 19,938.96
8/29/2022	PAULY, ROGERS AND CO., P.C.	SPRING INTERIM AUDIT - 21/22	\$ 11,590.00

**LINCOLN COUNTY SCHOOL DISTRICT  
INVESTMENT REPORT  
August 2022**

**Oregon State Treasury - Local Government Investment Pool**

Beginning Balance	\$ 26,224,292
Additions	1,626,908
Reductions	(0)
<b>Ending Balance</b>	<b>\$ 27,851,200</b>

**Oregon Coast Bank - Money Market Account**

Beginning Balance	\$ 9,816,214
Additions	14,213
Reductions	
<b>Ending Balance</b>	<b>\$ 9,830,427</b>

**Oregon Coast Bank - 12 Month Time CD (HELP Program)**

.50% APY	
Beginning Balance	\$ 46,212
Additions	
Reductions	-
<b>Ending Balance</b>	<b>\$ 46,212</b>

**Oregon Coast Bank - 13 Month Time CD (Fund 331 QSCB Sinking Fund)**

1.66% APY	
Beginning Balance	\$ 376,670
Additions	
Reductions	-
<b>Ending Balance</b>	<b>\$ 376,670</b>

**Monthly Totals**

Beginning Balance	\$ 36,463,387
Additions	1,641,121
Reductions	(0)
<b>Ending Balance</b>	<b>\$ 38,104,508</b>

**Interest Rates**

	<b><u>June</u></b>	<b><u>July</u></b>	<b><u>Aug</u></b>
<b>LGIP</b>	<b>0.93%</b>	<b>1.25%</b>	<b>1.58%</b>
<b>Oregon Coast Bank</b>	<b>0.97%</b>	<b>1.27%</b>	<b>1.61%</b>

## 5.c. First Student Report

Talking Points-Please contact me at [Darleen.vanriper@firstgroup.com](mailto:Darleen.vanriper@firstgroup.com) with any comments or questions

1. **Getting Ready for SY 2022/2023**

Since August 15, 2022, all First Student employees were busy getting ready for the new school year. It all started with our Kick-off meeting, during which Dr. Gray talked about her gratitude and respect for our school bus drivers and the preparations for the 100<sup>th</sup> anniversary of LCSD. She also encouraged our employees to remember that our kids are just that...kids who need our support in having a great start to the school day that then ends in one with a big smile.

Part of our preparations also included the annual PBIS refresher that was followed by the kick-off of our monthly "Coffee Talks." Every month, we will schedule a Coffee Talk where drivers have the opportunity to get together and talk about topics of the trade, share best safety practices, and discuss student management strategies.

Bus Olympics are activities that our drivers need to complete in order to be signed off as ready for the new school year. Activities include taking the bus through the mirror grid to adjust all seven of their mirrors, learning & practicing chaining of the buses, cleaning & sanitizing of their vehicle, and completing a composite of their assigned asset (just like we do when we rent a car).

2. **FirstActs & Synergy**

Towards the end of the summer, Kelly Beaudry, Vince Dye, Andrea Musick and Darleen Van Riper met to discuss how FirstActs and Synergy could be best utilized to make the process work more effectively on the driver-side as well as at the school level. The idea of moving away from FirstActs and exclusively using Synergy for Behavior Management Reports was discussed; however, there are many factors that would need to be considered, such as training the drivers on how to use the new system and marrying the MTSS Workflow application with our DriverHub tablets (currently not an option). Since we did not have the time to test or implement this option, we agreed to start by giving Darleen Van Riper access to MTSS, so she can enter Major Referrals, to streamline this process and allow for timelier responses.

3. **Driver/Candidate Comparison Report (as of 08/03/2022)**

	8/3/2022		9/5/2022	
Lincoln County Bus Routes	73	Driver Shortage	73	Driver Shortage
Drivers on hand (as of 09/05/2022, LOA excluded)	54	19	50	23
Out of Town Drivers	0	19	0	23
Routes not currently serviced (combos)	18	1	15	8
Other Considerations:				
Cover Drivers positions not staffed	5	24	5	28
Route Monitor positions not staffed	4		7	
Drivers on LOA/FMLA/WC (Regular & Casual)	0		5	
Casual Drivers with limited availability	12		13	
LCSD & FS Staff (1 & 9) Available to Drive	10		10	

*Please note that this information is subject to frequent changes.*

As the data shows, we lost four drivers and three monitors. These resignations all came in during the last few weeks, which made planning for the new school year a challenge. Reasons for employees leaving the company include relocation and health issues. "Better Job Opportunities" is a close third.

In order to cover the open routes, we have reached out to other First Student Locations; however, the driver shortage is a harsh reality for the entire nation, and , so far, we have not been lucky. We also reached out to "retirees" and "recent resignees" to see if they would be able to help out the community by staying on until we can train new drivers...again, no luck, so far. Our go-to option is having FS and LCSD staff on the routes.

To begin the school year we have the following staff cover routes: Kim Bolden, ALM (N32); Sheila Morris, LSM (W77); Donald Ayarza, SN (W70); Brenda Porter, Dispatcher (SN3); Karen Howard, Dispatcher (W78); Mari Cruz, Tech (E55); Dave Pearson, Tech (W75); Annette Brooks-Flatt, LCSD Staff (W71); and Darleen Van Riper, LM (W76). Fortunately, we have two candidates testing this week which will relieve Annette, so she can go back to working for Rich full-time. The next driver will relieve one of our Toledo Dispatchers. For this week, our Payroll Manager, Mona Miller will dispatch out of the main office, while Lisa will woman the north office.

Athletic Trips and Fieldtrips are also filling up the schedule which is always a juggle of drivers. Majalise Tolan assists us with communications of trip priorities. What we cannot cover with pyr drivers, we try to either combine or refer to Type 20 usage. Many coaches have their Type 20 certificates, so they can help by driving their activity vehicles. If that doesn't work, we outsource to receiving locations...and we are off to another adventure!

- 6. Board Reports
  - 6.a. Retreat - August 18
  - 6.b. School Visits
  - 6.c. All District Welcome Back Assembly
  - 6.d. Tour the District day - Sept. 10, 2022
- 7. Superintendent's Report
  - 7.a. School Status Update
    - 7.a.1. Facilities (General)
    - 7.a.2. Enrollment
  - 7.b. Parent Student Handbook



# Lincoln County School District Student & Family Handbook 2022-2023

Teaching and Learning Center  
1212 NE Fogarty St, Newport, OR 97365  
Lincoln County School District



## **Vision Statement**

---

Empowering all students every day to realize their full potential for living the future life as they imagine.

## **Mission Statement**

---

Relentlessly committed to ensuring that all students learn the critical reading and thinking skills needed to be educated, healthy, and resilient people that graduate with future options and the ability to achieve their dreams.



# LCSD Board Goals

---

Superintendent and School Board District Goals 2021-2022:

- **Academic Achievement and Student Success**

***Increase Attendance***

Each school will increase their Regular Attenders (RA) rate (students attending school more than 90% of the time) to meet or exceed the pre-pandemic regular attenders rate (as listed in first column of [June 2021 RA Report](#)) by June 2022.

***Increase Graduation Rates***

-Each of our high schools will increase their 4-year cohort graduation rate by 3% (Baseline is the 2019 graduation rate).

-The goal will be reached when we get to 95% or greater for a four-year cohort graduation rate in all schools.

-Increase 9th grade on track at each high school by 10% per year.

-Increase Dual Credit attainment by 5% per year.

***Increase implementation of Positive Behavior Interventions and Supports (PBIS) and Social/Emotional multi-tiered systems of support***

-All K-6 schools will fully implement the DESSA-mini as a universal social-emotional screening tool for all students by December 2021, and utilize the DESSA-full with 20% or fewer students to plan and implement small-group interventions by March 2022.

-All schools will implement the Check In/Check Out (CICO) Tier 2 intervention as part of the Synergy MTSS module, following district developed guidelines for implementation by March 2022.

-All schools will participate in the Tier 2 Team Training Series offered by Northwest PBIS/Dr. Billie Jo Rodriguez from October 2021-March 2022 to aid in action planning and implementation of their CICO intervention.

-All schools who are currently below 80% implementation of Tier 2 systems as measured by the June 2021 Tiered Fidelity Inventory (TFI) will either increase their implementation by 20% or reach 80% by June 2022.

-All Assistant Principals and Student Support Facilitators (new positions) will be fully trained in the integration of PBIS/Restorative Practices (RP) by June 2022, including the continuum of 6 specific RP Strategies/Structures.

***Align K-12 Mathematics***

-By June of 2022, 100% of K-6 classrooms will have the newly adopted math curriculum fully implemented in their classrooms. All teachers will have access to teacher created resources such as pacing & assessment guides, unit plans, and professional development to support implementation.

-By June of 2022, all 7th Grade - Integrated 3 math classrooms will have fully implemented curriculum maps with a minimum of three common formative assessments that included information pertaining to mathematical computation and mathematical literacy.

***Continue to Align K-12 Advancement Via Individual Determination (AVID) Implementation and Strategies***

- Our classrooms will have evidence of AVID literacy strategies being implemented on average between a level 2 and 3 on a 4 point scale. Walk through data will be used as a measure for this goal. Primary walkthroughs will use Enhanced Core Reading Instruction (ECRI) measures, Elementary and Secondary walkthroughs will use literacy (reading, writing, listening/speaking) as measures.
- Data will include at least one walkthrough (by an admin) per teacher per month (2,000-3,000 walkthroughs for the year) with analysis of the walkthrough generated data by primary, elementary, and secondary.

### **Increase Student Engagement**

- Increase enrollment stability across the district as measured by enrollment data collections monthly.
- Increase student academic engagement as measured by school by school and class by class observations and walkthroughs of instructional work in classrooms-measure student engagement of multiple types (AVID, etc.).
- Increase community engagement around student success as measured by community surveys two times this school year.
- Create new ways to connect students and families with the district as measured by a collection of evidence school by school at least annually.
- Maximize the instructional value of the investment in “technology” via the full implementation of the Triple E Framework as measured by evidence of the use of online systems in K-12 classrooms that score at or above 13 out of 18 points on the Triple E Evaluation Rubric.

### **● Create an Equity Plan and Provide Culturally Specific Outreach to our Growing Diverse Community**

- 1) Monthly meetings of a Hispanic Family Advisory Group-the goal being one in LC and one in Newport.
- 2) 4 diverse community open forum meetings - 2 in Newport and 2 in Lincoln City either in person or by zoom.
- 3) 3 Hispanic family workshops on topics such as anti-bullying, school district navigation, parenting for academic success. Topics to be generated by parent advisory groups.
- 4) Develop the “equity practices in the classroom” work of the District Equity Coordinators Marty Perez, Sandy Mummey and Tiana Tucker.
- 5) Continue to partner with the Western Regional Equity Network in projects about affinity groups and recruiting, retaining and promoting staff of diverse backgrounds.
- 6) Continue to develop LCSD equity, inclusion and diversity district policies via the district’s monthly meeting of our LCSD Equity Team.

### **● Fully implement the Board’s Five Year Strategic Plan**

- GOAL ONE:** Enhanced Communications and Community Engagement.
- GOAL TWO:** LCSD is a Convener and Influencer of City, County and State Education and Economic Policies.
- GOAL THREE:** LCSD will provide for the Health and Welfare of our Facilities.
- GOAL FOUR:** LCSD will Identify the Need and Development of a LCSD Foundation (501 c 3).
- GOAL FIVE:** Demonstrate High Expectations For Student Achievement By Supporting An Equitable Education Framework.

DRAFT

# SCHOOLS

---

## **North Area**

Oceanlake Elementary (K-2)

2420 NE 22nd St. Lincoln City, OR 97367.....Phone  
541-994-5296

Taft Elementary (3-6)

4040 High School Drive. Lincoln City, OR 97367.....Phone 541-996-2136

Taft 7-12

3780 SE Spyglass Ridge Dr. Lincoln City, OR 97367.....Phone  
541-996-2115

## **South Area**

Crestview Elementary (K-6)

2750 Crestline Dr. Waldport, OR 97394.....Phone  
541-563-3237

Waldport Jr/Sr High School (7-12)

3000 Crestline Dr. Waldport, OR 97394.....Phone  
541-563-3243

## **East Area**

Toledo Elementary (K-6)

600 SE Sturdevant Rd. Toledo, OR 97391.....Phone  
541-336-5121

Toledo Jr/Sr High School (7-12)

1800 SE Sturdevant Rd. Toledo, OR 97391.....Phone  
541-336-5104

## **West Area**

Yaquina View Elementary (K-2)

351 SE Harney St. Newport, OR 97365.....Phone  
541-265-4637

Sam Case Elementary (3-5)

459 NE 12<sup>th</sup> St. Newport, OR 97365.....Phone  
541-265-8598

Newport Middle School (6-8)  
825 NE 7<sup>th</sup> St. Newport, OR 97365.....Phone  
541-265-6601

Newport High School (9-12)  
322 NE Eads St. Newport, OR 97365.....Phone  
541-265-9281

Compass K-12 Online School (K-12)..... Phone 541-265-4280

## Table of Contents

---

<b>NON DISCRIMINATION POLICY</b>	<b>9</b>
<b>ACADEMICS</b>	<b>9</b>
ALTERNATIVE INSTRUCTIONAL PROGRAMS	9
EARLY GRADUATION	9
GRADUATION EXERCISES	10
GRADUATION REQUIREMENTS	10
HONORS DIPLOMA GRADUATE	10
PROMOTION, RETENTION & PLACEMENT OF STUDENTS	11
<b>ATHLETICS</b>	<b>11</b>
<b>ATTENDANCE</b>	<b>11</b>
COMPULSORY ATTENDANCE	12
EXCUSED & UNEXCUSED ABSENCES	12
GRADE REDUCTION & CREDIT DENIAL	12
NOTIFICATION OF ABSENCES	12
RE-ADMITTANCE AFTER ABSENCES	12
TRUANCY & STATE LAW	13
<b>BEHAVIOR &amp; DISCIPLINE</b>	<b>13</b>
CODE OF CONDUCT	13
DISCIPLINARY PROCEDURES	14
HARASSMENT/INTIMIDATION/BULLYING/CYBERBULLYING & SEXUAL HARASSMENT POLICIES, COMPLAINTS & INVESTIGATIONS	15
<b>DISTRIBUTION OF MATERIALS</b>	<b>16</b>
<b>DRILLS</b>	<b>16</b>
<b>FIRE, EVACUATION, SAFETY &amp; OTHER</b>	<b>16</b>
<b>EMERGENCY SCHOOL CLOSURES</b>	<b>16</b>

<b>FIELD TRIPS</b>	<b>17</b>
<b>GRIEVANCES</b>	<b>17</b>
<b>HEALTH</b>	<b>17</b>
COMMUNICABLE DISEASES	18
FIRST AID	18
<b>PROGRAMS</b>	<b>18</b>
ALTERNATIVE EDUCATION PROGRAMS	18
BILINGUAL STUDENTS	19
COUNSELING	19
EXPANDED OPTIONS PROGRAMS	20
HOMELESS STUDENTS	20
ONLINE LEARNING	20
STUDENTS WITH DISABILITIES	20
TALENTED AND GIFTED	21
<b>REGISTRATION</b>	<b>21</b>
STUDENT FEES, FINES AND CHARGES	21
TRANSFER POLICY	24
<b>STUDENT RIGHTS &amp; RESPONSIBILITIES</b>	<b>25</b>
ASSEMBLY OF STUDENTS	25
STUDENT DRESS CODE	25
ELECTRONIC DEVICES (PERSONAL)	26
ELECTRONIC DEVICES (SCHOOL)	26
FREEDOM OF EXPRESSION	27
STUDENT SEARCHES	27
USE OF RESTRAINT OR SECLUSION	27
<b>TRANSPORTATION</b>	<b>28</b>
BUS SAFETY PROGRAM	28
BUS SCHEDULES AND ROUTES	28
STUDENT CONDUCT & DISCIPLINE ON BUSES	29
VIDEO CAMERAS ON TRANSPORTATION VEHICLES	29
STUDENT VEHICLE USE	29
<b>VISITORS</b>	<b>30</b>
<b>VOLUNTEERS</b>	<b>30</b>

## NON DISCRIMINATION POLICY

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race<sup>1</sup>, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates.

Students, employees and visitors are entitled to a school or educational environment that is free from discrimination or harassment. The district prohibits the use or display of any symbols of hate on school property or in an education program except where used in teaching curriculum that is aligned with state standards of education for public schools.

For more information, please refer to LCSD Policies: [AC](#) and [ACB](#)

## ACADEMICS

### ALTERNATIVE INSTRUCTIONAL PROGRAMS

---

In addition to the regular curriculum and courses offered, it is possible for students, with prior administrative approval, to obtain credit from the following alternative instructional programs and activities:

1. Community college courses;
2. Correspondence courses;
3. Outdoor school;
4. Educational travel;
5. Challenge tests;
6. Independent study;
7. Online courses;
8. The Expanded Options Program;
9. Others approved by the Board.

For more information, please refer to LCSD Policy: [IHGA](#)

## EARLY GRADUATION

---

A student who wishes to graduate from high school in less time than the ordinary grade 9-12 sequence may request permission to complete graduation requirements on an altered schedule. The student and his/her parents will consult with high school guidance personnel to develop a graduation plan. Their intention to accomplish this plan will be stated in writing to the superintendent.

For more information, please refer to LCSD Policy: [IKHFA](#)

## GRADUATION EXERCISES

---

Lincoln County District high schools shall provide commencement ceremonies for graduating senior students. All students in good standing who have successfully completed the requirements for a senior high school diploma, a modified diploma, extended diploma or alternate certificate may participate in graduation exercises. These ceremonies shall be held during the final five days of school. Graduating seniors may be dismissed during the final five school days. These days shall be determined by each school in consultations with the superintendent and shall be included on the annual school calendar.

### Valedictorian/Salutatorian

Students must meet all the requirements for an honors diploma in order to be eligible for Valedictorian and Salutatorian honors. Valedictorian: the student(s) in the graduating class with the highest accumulative grade point average. Salutatorian: the student(s) in the graduating class with the second highest accumulative grade point average.

For more information, please refer to LCSD Policy: [IKFB](#)

## GRADUATION REQUIREMENTS

---

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits, which include at least:

- Three credits of mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
- Four credits of English language arts (shall include the equivalent of one unit in written composition);
- Three credits of science; 1As defined in ORS 30.297. Graduation Requirements – IKF 2-7
- Three credits of social sciences (including history, civics, geography and economics (including personal finance));
- One credit in health education;
- One credit in physical education; and
- Three credits in career and technical education, the arts or world languages (units shall be earned in any one or a combination).



To receive a diploma, in addition to credit requirements, outlined in OAR 581-022-2000, a student must: Demonstrate proficiency in the Essential Skills of reading, writing, and applying mathematics in a variety of settings.

For more information, please refer to LCSD Policy: [IKF](#)

## HONORS DIPLOMA GRADUATE

---

In addition to the LCSD Standard Diploma requirements, students may earn an LCSD Honors Diploma by earning 27 credits and completing the following additional requirements:

### Units of Credit

- Three mathematics credits beyond Algebra 1; Graduation Requirements – IKF 3-7
- Five fine or applied arts/world language, or CTE credits
- Four credits of AP, IB, or college credit; \*Superintendent may approve an Honors Level or equally rigorous course
- Complete two years of the same World Language;
- Earn a 3.5 GPA through seven semesters;
- One additional credit of CORE/CTE/FA/FL or AVID Tutor

### School/Community Services

- Students must demonstrate active involvement in both a school activity and community service in each year of high school attendance.

*\*All NHS students who qualify as an IB Diploma candidate qualify for the honors diploma.*

For more information, please refer to LCSD Policy: [IKF](#)

## PROMOTION, RETENTION & PLACEMENT OF STUDENTS

---

In general, students shall be placed at the grade level to which they are best adjusted academically, socially and emotionally. The educational program shall provide for the continuous progress of students from grade to grade, with students spending one year in each grade. A small number of students, however, may benefit from staying another year in the same grade or being accelerated. Decisions to retain or accelerate will only be made after prior notification and explanation to the student's parents. The building administrator will make the final decision. Parents may appeal the administrator's decision to the superintendent or his/her designee.

For more information, please refer to LCSD Policy: [IKE](#) & [IKE-AR](#)

## ATHLETICS

**MISSION:** We believe athletics and activities in the Lincoln County School District focus on encouraging all programs to create a positive culture and community by developing character, sportsmanship, work ethic, and pride for all participants.

**CORE VALUES:** Character Development, Sportsmanship, Work Ethic, Pride, Community Involvement

For more information, please refer to the LCSD Athletic Handbook ([English](#) & [Spanish](#))

For more information, please refer to LCSD Policy: [IGDJ](#)

## ATTENDANCE

Attendance matters for students at all grade levels. Students who attend school regularly are more likely to read at grade level and build a strong foundation that takes them all the way through high school graduation. LCSD aligns our attendance policies and procedures with guidance provided by the Oregon Department of Education and the Every Day Matters campaign. “Chronically absent” means missing 10% or more of the school year (18 days). LCSD aims to have all students attend school regularly (greater than 90% of school days), because School + You = Success!

### COMPULSORY ATTENDANCE

---

Except as provided in Oregon law all children between the ages of 6 and 18 years who have not completed the 12th grade are required to regularly attend a public full-time school during the entire school term. All students five years of age who have been enrolled in a public school are required to attend regularly while enrolled in the public school.

Exemptions from compulsory school attendance are detailed in LCSD Policy: [JEA](#)

### EXCUSED & UNEXCUSED ABSENCES

---

All absences, whether excused or unexcused, contribute to a student’s attendance rate and affect his/her overall educational success. Parents and guardians are urged to schedule appointments, family vacations, etc. on non-instructional days to minimize student absences.

For more information, including a list of approved reasons for excused absences, please refer to LCSD Policy: [JEA-AR](#) and Policy [JED](#)

### GRADE REDUCTION & CREDIT DENIAL

---

Regular attendance is valuable in school and work. The district may establish grading policies that permit teachers to consider a student’s attendance in determining the student’s grade, but student attendance may not be the sole criterion.

For more information, please refer to LCSD Policy: [IKAD](#) and [IKAD-AR](#)

### NOTIFICATION OF ABSENCES

---

Parents/Guardians are asked to contact the school to notify the attendance secretary of the reason for any student absence, regardless of the length of the absence. Pre-Arranged Absence Forms can be found in the Family Resources section of the LCSD website, or at any school office. Schools will notify parents/guardians by the end of the school day if their child has an unplanned/unexplained

absence. The notification may be in person, by telephone, email, text notification or another method.

For more information, please refer to LCSD Policy: [JED](#)

---

## RE-ADMITTANCE AFTER ABSENCES

---

After an absence, parents/guardians may be asked to provide documentation or an explanation of the reason for the absence. Students who are absent for 10 consecutive days (excused or unexcused) are by OAR withdrawn from school for state accounting purposes. This does not release them from the requirement to attend school. Upon return, these students may be required to re-enroll.

For more information, please refer to LCSD Policy: [JEA-AR](#)

---

## TRUANCY & STATE LAW

---

School officials will encourage regular student attendance, but compliance with Oregon laws, district, and building policy regarding attendance is the responsibility of the student and his/her parent. Failure to send a student and to maintain a student in regular attendance is a Class C violation. School teams will monitor attendance and take actions, up to and including activating truancy procedures when applicable, to encourage improved attendance.

For more information, please refer to LCSD Policy: [JEA](#) & [JEA-AR](#)

## BEHAVIOR & DISCIPLINE

Our behavior management system creates and fosters healthy relationships that enable students to develop self-discipline necessary to remain in school and to function successfully in their educational and social environments.

For more information, please refer to LCSD Policy: [JG](#) and [JG-AR](#)

In order to support both students and staff, Lincoln County School District utilizes the Positive Behavior Intervention and Support (PBIS) framework to define, teach and support appropriate student behaviors to create positive school environments. Examples of PBIS actions include:

- 3-5 positively stated school-wide rules (example: Be Safe, Be Respectful, Be Responsible)
- School-wide routines and procedures are established, including visuals for grades K-3
- Students are taught the expected behaviors across all settings, multiple times per year
- Staff regularly provide feedback and positive acknowledgement to students
- Schools develop different levels of response to provide behavioral supports that help students develop skills and maintain relationships

---

## CODE OF CONDUCT

---

Through the PBIS framework, students are explicitly taught expected behaviors multiple times during the year, in applicable settings.

For complete descriptions of expected behaviors, please see LCSD Policy: [JFC-AR](#) (Student Code of Conduct).

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school-sponsored events, while at other schools in the district and while off campus, whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of rights of others. The following conduct will constitute grounds for disciplinary action. This list is not intended to contain all conduct that may be grounds for disciplinary action. The policies and procedures listed provide more information on specific behaviors.

- Arson/Possession of Combustibles ([JFCM](#), [JFCJ](#), [JFCJ-AR](#), [ECAB](#) & [ECAB-AR](#))
- Defiance
- Disruption
- Dress code violations ([JFCA](#))
- Gang Affiliation ([JFCEA](#))
- Hazing/Harassment, Intimidation, Bullying, Menacing/Cyberbullying, Teen Dating Violence, and Domestic Violence ([JFCF](#), [JFCF-AR\(1\)](#), [JFCF-AR\(2\)](#), [ACB](#), [ACB-AR\(1\)](#) & [ACB-AR\(2\)](#))
- Inappropriate display of affection/Sexual Harassment ([JBA/GBN](#), [JBA/GBN-AR\(1\)](#), [JBA/GBN-AR\(2\)](#) & [JBA/GBN-AR\(3\)](#))
- Inappropriate language, (obscene, profane, libelous, discriminatory or abusive) gestures or materials ([JFCF](#), [JFCF-AR\(1\)](#) & [JFCF-AR\(2\)](#) & [ACB](#), [ACB-AR\(1\)](#) & [ACB-AR\(2\)](#))
- Lying/Cheating/Plagiarism ([JFCEB](#) & [JFCEB-AR](#))
- Physical Aggression/Assault/Fighting
- Property Misuse/Damage/Vandalism ([ECAB](#) & [ECAB-AR](#))
- Technology violation ([JFCEB](#), [JFCEB-AR](#) & [IIBGA](#))
- Theft ([ECAB](#) & [ECAB-AR](#))
- Threats ([JFCM](#))
- Truancy ([JEA](#) & [JEA-AR](#))
- Use/Possession of Alcohol/Drugs, imitations, or paraphernalia ([JFCH](#), [JFCH-AR](#), [JFCI](#), [JFCI-AR](#), [JFC-AR](#))
- Use/Possession of Combustibles, imitations, or paraphernalia ([JFCM](#), [JFCJ](#), [ECAB](#))
- Use/Possession of Tobacco, imitations, or paraphernalia ([JFCG/KGC/GBK](#), [JFCG/KGC/GBK-AR](#))
- Use/Possession of Weapons ([JFCJ](#) & [JFCJ-AR](#))
- Vehicular rule violations ([JHFD](#))

For information regarding student conduct on school buses, see Policy: [EEACC](#) and [EEACC-AR](#)

## DISCIPLINARY PROCEDURES

---

If a student violates the Student Code of Conduct, individual school rules, Board policy, or local, state, or federal law, appropriate disciplinary procedures may be taken, depending upon the student's discipline history, maturity of the student, severity of the infraction, and disability (Board policy [JGDA/JGEA](#) & [JGDA/JGEA-AR](#): Discipline of Students with Disabilities). Examples include, but are not limited to, reprimands, in-class consequences, parent contact/conferences, detention, law

enforcement contact, denial of participation in co-curricular and extracurricular activities, etc. For more information, please refer to LCSD Policy: [JFC-AR](#)

**Due Process:** Students have the right to due process of law with respect to suspension, expulsion and decisions which the student believes injure his/her rights. Students have the right to know the behavior standards expected of them as well as to know the consequences of misbehavior. For more information, please refer to LCSD Policy: [JF/JFA](#)

**Suspension:** Suspension temporarily denies the student attendance at school or school activities in any district school. The principal or designee shall have the authority to suspend a student for up to 10 days. In special circumstances a suspension may be continued until some specific pending action occurs, such as a physical or mental examination, drug assessment, completion of expulsion proceedings or incarceration by court action. For more information, please refer to LCSD Policy: [JFC-AR](#) and [JGD-AR](#)

**Expulsion:** Expulsion denies the student attendance at school and school activities in any district school. Expulsion may be for any length of time up to one calendar year. The district may deny enrollment to a student who has been expelled by another district. The district shall deny enrollment to a student who has been expelled from another district because of firearm or dangerous weapons possession. For more information, please refer to LCSD Policy: [JFC-AR](#) and [JGE-AR](#)

**Discipline of Students with Disabilities:** When considering student disciplinary procedures that may result in removal of the student, the district follows all special education and 504 plan procedures and ensures the parent and the student are afforded the procedural safeguards of the Individuals with Disabilities Education Act (IDEA) if:

- The student is receiving individualized education program (IEP) services;
- The student has not yet been identified as a student with a disability but the district had knowledge that the student had a disability and needed special education.

For more information, please refer to LCSD Policy: [JGDA/JGEA](#) & [JGDA/JGEA-AR](#)

**Use of Physical Force/Corporal Punishment:** No teacher, administrator, other school personnel or school volunteer will subject a student to corporal punishment or condone the use of corporal punishment by any person under his/her supervision or control. A staff member is authorized to employ physical force when, in his/her professional judgment, the physical force is necessary to prevent a student from harming self, others or doing harm to district property. Physical force shall not be used to discipline or punish a student. For more information, please refer to LCSD Policy: [JGA](#)

## **HARASSMENT/INTIMIDATION/BULLYING/CYBERBULLYING & SEXUAL HARASSMENT POLICIES, COMPLAINTS & INVESTIGATIONS**

---

Hazing, harassment (including sexual harassment), intimidation, menacing or bullying and acts of cyberbullying by students, staff, or third parties towards students is strictly prohibited. Teen dating

violence is unacceptable behavior and prohibited. Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion.

All complaints about behavior that may violate this policy shall be promptly investigated. Any students, staff members or third parties who has knowledge of conduct in violation of this policy or feels they are a victim of harassment must immediately report their concerns to the principal, compliance officer or superintendent, who has overall responsibility for all investigations. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

For more information, please see the following LCSD Policies and Administrative Regulations:

- [JFCF](#), [JFCF-AR\(1\)](#) & [JFCF-AR\(2\)](#): Hazing/Harassment, Intimidation, Bullying, Menacing/Cyberbullying, Teen Dating Violence, and Domestic Violence – Student
- [JBA/GBN](#), [JBA/GBN-AR\(1\)](#), [JBA/GBN-AR\(2\)](#) & [JBA/GBN-AR\(3\)](#): Sexual Harassment
- [JB](#): Equal Educational Opportunity
- [ACB](#), [ACB-AR\(1\)](#) & [ACB-AR\(2\)](#): Every Student Belongs

## DISTRIBUTION OF MATERIALS

Requests by individuals or groups to distribute pamphlets, booklets, flyers, brochures and other similar materials to students for classroom use or to take home shall be submitted to the school administration. Materials and the proposed method of distribution shall be subject to review.

Materials shall be reviewed based on legitimate educational concerns. Such concerns include: the material is or may be defamatory; the material is inappropriate based on the age, grade level and/or maturity of the reading audience; the material is poorly written, inadequately researched, biased or prejudiced; the material contains information that is not factual; the material is not free of racial, ethnic, religious or sexual bias; or the material contains advertising that violates public school laws, rules and/or policy, is deemed inappropriate for students or that the public might reasonably perceive to bear the sanction or approval of the district.

For more information, please refer to LCSD Policy: [KJA](#)

## DRILLS FIRE, EVACUATION, SAFETY & OTHER

All schools are required to instruct and drill students on emergency procedures so that students may respond to an emergency without confusion and panic. The emergency procedures shall include drills and instruction on fires, earthquakes, which shall include tsunami procedures in a coastal zone and safety threats.

For more information, please refer to LCSD Policy: [EBCB](#)

# EMERGENCY SCHOOL CLOSURES

The Board authorizes the superintendent or designee to close schools or other facilities, or to cancel or postpone activities, in the event of hazardous weather or other emergencies which present threats to the safety of students, school staff members or school property.

Lincoln County School District will communicate with the public of all delayed openings, closures, early dismissals, or cancellation of activities.

For more information, please refer to LCSD Policy: [EBCD](#)

## FIELD TRIPS

The Board recognizes that first-hand experiences are an effective and worthwhile means of learning. In planning and authorizing field trips, primary consideration shall be given to the educational values derived and the safety and welfare of students involved. Active consideration should also be given to equitable access for all students and a realistic cost/benefit ratio given limited funds of the district and the communities to support these trips. Within these contexts, it is the desire of the Board to facilitate field trips as an integral part of each school's educational and activities program.

For more information, please refer to LCSD Policy: [IICA](#) & [IICA-AR](#)

## GRIEVANCES

If your complaint addresses one or more of the issues identified below, you may use the complaint process available in any of the following policies and administrative regulations (AR):

- Discrimination or harassment on any basis protected by law: Board policy [AC](#), [AC-AR](#);
- Sexual harassment: Board policy [GBN/JBA](#), [GBN/JBA-AR](#);
- Hazing, harassment, intimidation, bullying, menacing or cyberbullying (staff): Board policy [GBNA](#), [GBNA-AR](#);
- Hazing, harassment, intimidation, bullying, menacing, cyberbullying, teen dating violence or domestic violence (student): Board policy [JFCF](#), [JFCF-AR](#);
- Sexual conduct with a student: Board policy [JHFF](#), [JHFF-AR](#);
- Instructional resources or instructional materials: Board policy [IIA](#), [IIA-AR](#).

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the Board. The Board will not hear complaints against employees in a session open to the public unless an employee requests an open session.

A complaint of retaliation against a student or a student's parent who in good faith reported information that the student believes is evidence of a violation of state and federal law, rule or regulation, should be reported to the administrator. Complaints against the principal may be filed with the superintendent. Complaints against the superintendent should be referred to the Board chair on behalf of the Board. Complaints against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board.

For more information, please refer to LCSD Policy: [KL](#) & [KL-AR](#)

## HEALTH

Although the district's primary responsibility is to educate students, the students' health and general welfare is also a major Board concern. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. The nurse(s) employed by the district shall be licensed to practice as a registered nurse or nurse practitioner in Oregon and will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.

Related Policies:

- Prescription Medications Policy: [JHCDA](#)
- Nonprescription Medication Policy: [JHCD](#)
- Medications Policy: [JHCD/JHCDA-AR](#)

For more information, please refer to LCSD Policy: [JHC](#)

## COMMUNICABLE DISEASES

---

The district shall provide reasonable protection against the risk of exposure to communicable disease for students. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the Communicable Disease Guidance published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA). Services will be provided to students as required by law.

When an administrator has reason to suspect that a student has or has been exposed to any restrictable disease for which the student is required to be excluded, the administrator involved shall exclude the student from school and if the disease is a reportable disease, will report the occurrence to the local health department. The administrator will also take whatever reasonable steps it considers necessary to organize and operate its programs in a way which both furthers the education and protects the health of students and others.

In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator shall inform the appropriate employees with a legitimate educational interest to protect against the risk of exposure.

For more information, please refer to LCSD Policy: [JHCC](#) & [JHCC-AR](#)

## FIRST AID

---

In cases of sudden illness or injury to a student or staff member, first aid will be given by school staff. Further medical attention to students is the parents' responsibility, or of someone the parents designate in case of emergency. Each principal is charged with providing for the immediate care of



ill or injured persons within his/her area of responsibility. Staff members shall report self-administered first-aid treatment to an immediate supervisor.

For more information, please refer to LCSD Policy: [EBBA](#)

## PROGRAMS

### ALTERNATIVE EDUCATION PROGRAMS

---

Alternative education programs implemented by the district are to maintain learning options that are flexible with regard to environment, time, structure and pedagogy.

The superintendent or designee will develop alternative education program options in compliance with Oregon Administrative Rules and Oregon Revised Statutes:

- For students who are unable to succeed in the regular programs because of erratic attendance or behavioral problems;
- For students who have not met or who have exceeded all of Oregon's academic content standards;
- When necessary to meet a student's educational needs and interests;
- To assist students in achieving district and state academic content standards;
- When a public or private alternative education program is not readily available or accessible.

For more information, please refer to LCSD Policy: [IGBHA](#) & [IGBHB](#)

### BILINGUAL STUDENTS

---

Students whose primary language is a language other than English will be provided appropriate assistance until they are able to use English in a manner that allows effective, relevant participation in regular classroom instruction. Parents who are not able to use English in a manner that allows effective, relevant participation in educational planning for their student will be provided with relevant written, verbal, or signed communication in a language they can understand.

For more information, please refer to LCSD Policy: [IGBI](#)

### COUNSELING

---

The district's counseling and guidance program focuses on the developmental needs of all students, K-12, based on the Oregon Department of Education's Framework for Comprehensive Guidance and Counseling Programs for Pre-kindergarten through Twelfth Grade. Counselors or principal's designees coordinate the school guidance program and involve all staff members in designing and implementing plans to meet four major goals:

1. Educational Development – Students will develop an education plan and portfolio that utilizes educational opportunities and alternatives consistent with academic standards and their career aspirations;

2. Personal/Social Development – Students will develop appropriate interpersonal and communication skills for a variety of social and work settings; students will develop self-advocacy and decision making skills, and confidence in their own abilities;
3. Career Development – Students in grades K-12 will develop career options consistent with their interests, abilities and values. Career development includes focus on vocation, avocation, family life, and citizenship.
4. Community involvement – Students will demonstrate the importance of making an individual contribution to the community.

For more information, please refer to LCSD Policy: [JJ](#)

---

## EXPANDED OPTIONS PROGRAMS

---

The Board is committed to providing additional options to students enrolled in grades 11 and 12 to continue or complete their education, to earn concurrent high school and college credits and to gain early entry into post-secondary education. The district's Expanded Options Program (EOP) will comply with all requirements of Oregon law (ORS 340) and give priority status to "at-risk" students.

For more information, please refer to LCSD Policy: [IGBHE](#)

---

## HOMELESS STUDENTS

---

Homeless students in the district will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held. A liaison for students in homeless situations will be designated by the district to carry out duties as required by law. The district will ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless. A homeless student will be admitted, in accordance with the student's best interest, to the student's school of origin or enroll the student in a district school in the attendance area in which the homeless student is actually living, unless contrary to the request of the parent or unaccompanied student. Transportation will be provided in accordance with law.

Each homeless student shall be provided with services comparable to services offered to other students, including the following:

- Transportation services; Homeless Students\*\* - JECBD-AR 2-4
- Education services for which the student is eligible, such as:
  - Title I-A;
  - Special education;
  - Programs for English Learners;
  - Career and technical education;
  - Talented and gifted programs.
- School nutrition programs.

For more information, please refer to LCSD Policy: [JECBD](#) & [JECBD-AR](#)

---

## ONLINE LEARNING

---

See Alternative Instructional Programs  
For more information, please refer to LCSD Policy: [IHGA](#)

## STUDENTS WITH DISABILITIES

---

The district implements an ongoing system to locate, identify and evaluate all children birth to age 21 residing within its jurisdiction who have disabilities and need early intervention, early childhood special education or special education services (EI/ECSE). For preschool children the district is responsible for the evaluation(s) used to determine eligibility; the designated referral and evaluation agency is responsible for determining the eligibility of children for EI/ECSE services in accordance with Oregon Administrative Rule (OAR) 581-015-2100.

Related Policies:

- Students with Disabilities – Child Identification Procedures Policy: [IGBA](#) & [IGBA-AR](#)
- Educational Records for Students with Disabilities Policy: [IGBAB/JO](#) & [IGBAB/JO-AR](#)
- Participation in Regular Education Programs Policy: [IGBAE](#) & [IGBAE-AR](#)
- Procedural Safeguards Policy: [IGBAG](#) & [IGBAG-AR](#)
- Evaluation Procedures Policy: [IGBAH](#) & [IGBAH-AR](#)
- Free Appropriate Public Education (FAPE) Policy: [IGBAJ](#) & [IGBAJ-AR](#)

## TALENTED AND GIFTED

---

The district is committed to an educational program that recognizes, identifies and serves the unique needs of talented and gifted students. Talented and gifted students are those who have been identified as academically talented and/or intellectually gifted.

In order to serve academically talented and intellectually gifted students in grades K-12, the district directs the superintendent to establish a written identification process. This process of identification shall include as a minimum:

1. Use of research based best practices to identify talented and gifted students from under-represented populations such as ethnic minorities, students with disabilities, students who are culturally and/or linguistically diverse or economically disadvantaged.
2. Behavioral, learning and/or performance information.
3. A nationally standardized mental ability test for assistance in the identification of intellectually gifted students.
4. A nationally standardized academic achievement test of reading or mathematics or the Smarter Balanced Assessment for assistance in identifying academically talented students. Identified students shall score at or above the 97th percentile on one of these tests. Other students who demonstrate the potential to perform at the eligibility criteria, as well as additional students who are talented and gifted may be identified.

For more information, please refer to LCSD Policy: [IGBB](#) & [IGBBA](#)

## REGISTRATION

## STUDENT FEES, FINES AND CHARGES

---

The Board recognizes the need for student fees to fund certain school activities, which are not sufficiently funded by the district. No student will be denied an education because of his/her inability to pay supplementary fees. No student, however, is exempt from charges for lost or damaged books, locks, materials, supplies, and equipment.

All student fees and charges, both optional and required, will be listed and described annually in the student/parent handbook, or in some other written form, and distributed to each student. Students will be advised of the due dates for such fees and charges as well as of possible penalties for failure to pay them.

Information and notices regarding student fines, fees and charges may also be listed in detail in our registration materials.

**The criteria listed below shall be used in developing budget needs for programs and activities and the fees where a maximum has not been set:**

1. Schools will comply with adopted statutes, specifically Oregon Revised Statute (ORS) 339.141 and ORS 337.150
2. Schools will treat all students fairly and equally, complying with District equity policies.
3. All schools will follow this standard set of procedures for assessing student fees.
4. No fees shall be charged for required and elective courses for which grades and/or credit is earned, even if supplies may eventually become the property of the student.
  - a. Students wishing maximum freedom of creativity, self-expression and personal choice may choose to select and purchase/provide their own supplies.
  - b. Interested students who do not purchase their own supplies should enroll in these courses anyway. Supplies will be made available for them by the school to complete the course requirements.
5. No fee will be charged for required field trips.
6. No fees shall be charged for textbooks that are required in the regular full-time day program.
7. Fee schedules show the maximum fee that may be charged for the specified item/activity. Based on the activity budget and needs of a school, these fees may vary in amount but may not exceed the maximum fee.
8. Towel fees are assessed with the purpose of purchasing locker room towels, operating a washer/dryer on site, and to set aside funds for future replacement of washer/dryers. This fee can only be collected if the school makes towels available to students.
9. Yearbook/Annual fees are assessed on the basis of actual cost to produce an Annual. A budget is prepared which allows for operating costs and future replacement of equipment used in Yearbook/Annual preparation.
10. Lock/hasp and locker fees are assessed to repair and replace equipment.

11. Physical education uniform fees may be charged if the student chooses not to provide his/her own uniform and one is required. Uniforms that could damage or injure property or other students are not permitted.

12. Student Body Activity Card fees are assessed to fund student activities within the school and may not be required for participation in any school activity.

13. A family that believes that payment of school fees/fines creates a severe hardship may request to waive the payment of fees or apply for available "scholarships" when eligible.

<b>Fee Schedule</b>		
<b>Item</b>	<b>Middle School</b>	<b>High School</b>
Admission - Athletic Events		
Adults (Includes District Staff if not working the event)	N/A	\$6.00
Senior Citizens (Age 60+)	N/A	\$3.00
Resident with Student Body Card	N/A	\$1.00
Nonresident Students		
Age 11+	N/A	\$3.00
Age 6-11	N/A	\$1.00
Age 6 and under	N/A	Free
District Staff if Supervising	N/A	Free
Admission - Non Athletic Events	\$20.00	\$20.00
Athletic Participation First sport per season	Paid by LCSD	Paid by LCSD
Athletic Participation Additional sport per season \$500 Annual Family Maximum	\$100	\$125
Career/Technical Ed (CTE) Class Fee	\$5.00	\$5.00
Lock Fee	Actual Cost	Actual Cost
Locker Fee	\$5.00	\$5.00
Physical Education (PE) Uniforms	Actual Cost	Actual Cost
Planners (Fee only if not required)	Building Sets Amount	Building Sets Amount
Student Body Activity Card	\$10.00	\$15.00
Technology Fee	\$15.00 Includes Elementary	\$15.00

Towel Fee	\$5.00	\$5.00
Yearbook or Annual	Building Sets Amount	Building Sets Amount

Equipment & Textbook Damage Fines Schedule		
Item	Damage	Fee
Chromebook	Total loss Bent frame Missing or removed parts (not keyboard keys)	\$100
Chromebook	Not recovered after withdrawal	\$100
Chromebook	Multiple parts destroyed	\$100
Chromebook	Broken screen Cracked LCD	\$50
Chromebook	Keyboard Removed Keys	\$50
Chromebook	Lost/Stolen	\$100
Charging Cord (1st offense)	Lost Charger Broken Charger	Replace Charger
Charging Cord (2nd offense)	Lost Charger Broken Charger	Replace Charger plus \$35 fee
Textbook	Writing/Marking Page	\$1 per page up to replacement cost
Textbook	Damaged Spine	\$15 if repairable
Textbook	Missing Pages	Replacement Cost
Textbook	Lost Book	Replacement Cost
Textbook	Damaged beyond repair	Replacement Cost

For more information, please refer to LCSD Policy: [JN](#)

## TRANSFER POLICY

The following procedure will govern consideration of a request by a student who resides within district boundaries and who is requesting district approval for a transfer to attend school in another district:

- A parent will request the release of their student by completing the appropriate district form; 2. The completed form must be submitted to the district office;
- The Board chair, superintendent or designee will grant or deny the request for release according to established Board policy criteria and notify the parent in writing of the decision within 15 calendar days;
- If the release is granted by mutual consent of the resident and nonresident districts, the resident district will make necessary arrangements for the transfer of the student's education records;
- The superintendent's decision is final.

For more information, please refer to LCSD Policy: [JECF-AR](#)

## STUDENT RIGHTS & RESPONSIBILITIES

The Board has the responsibility to afford students the rights that are theirs by virtue of guarantees offered under federal and state constitutions and statutes. In connection with these rights are responsibilities that must be assumed by students. For more information, please refer to LCSD Policy: [JF/JFA](#)

Among these student rights and responsibilities are the following:

- Civil rights — including the rights to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others;
- The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school;
- The right to due process of law with respect to suspension, expulsion and decisions which the student believes injure his/her rights;
- The right to free inquiry and expression; the responsibility to observe reasonable rules regarding these rights;
- The right to privacy, which includes privacy with respect to the student's education records.

For more information, please refer to LCSD Policy: [KAB](#) & [KAB-AR](#)

## ASSEMBLY OF STUDENTS

Students in the district shall have an opportunity to meet during school hours on school property, provided such meetings do not disrupt the orderly operation of the school or violate the rights of other students or staff. Students shall request permission of the principal or designee for organized and/or scheduled meetings prior to the meeting and if approved, the time, place, and supervision shall be designated.

## STUDENT DRESS CODE

### Dress Code Philosophy:

Lincoln County School District's student dress code supports equitable educational access and is written in a manner that does not reinforce stereotypes. To ensure effective and equitable

enforcement of this dress code, school staff shall enforce the dress code consistently and in a manner that does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

#### **Our Values:**

- All students should be able to dress comfortably for school and engage in the educational environment without fear of or actual unnecessary discipline or body shaming.
- All students and staff should understand that they are responsible for managing their own personal “distractions” without regulating individual students’ clothing/self-expression.
- Teachers should focus on teaching without the additional and often uncomfortable burden of dress code enforcement.
- Student dress code enforcement should not result in unnecessary barriers to school attendance.
- Reasons for conflict and inconsistent discipline should be minimized whenever possible.
- Consistent expectations for the dress code and equitable enforcement of the dress code.

#### **Dress Code Goals:**

- Maintain a safe learning environment in classes where protective or supportive clothing/footwear is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/leotards), PE (athletic attire/shoes), or CTE (close toed shoes, hair net, etc.).
- Allow students to wear clothing of their choice that is comfortable and within the requirements of the dress code.
- Allow students to wear clothing that expresses their self-identified gender.
- Allow students to wear religious attire without fear of discipline or discrimination.
- Prevent students from wearing clothing or accessories with offensive images or language, including profanity, hate speech, and pornography.
- Prevent students from wearing clothing or accessories that denote, suggest, display or reference alcohol, drugs, or related paraphernalia or other illegal conduct or activities.
- Prevent students from wearing gang-affiliated clothing or paraphernalia.
- Ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size.

For more information, please refer to LCSD Policy: [JFCA](#) & [JFCA-AR](#)

## **ELECTRONIC DEVICES (PERSONAL)**

---

Student may possess a personal electronic device with certain restrictions. Personal electronic devices shall not be used in a manner that disrupts the educational process, school programs or activities, or in a manner that violates law, Board policy, administrative regulation or school rules.

For more information, please refer to LCSD Policy: [JFCEB](#) & [JFCEB-AR](#)

## **ELECTRONIC DEVICES (SCHOOL)**

---



Lincoln County School District provides an electronic communication system for the advancement and promotion of learning and teaching. LCSD students will:

- Receive education about appropriate online behavior, including cyberbullying awareness and response, and how to interact with other individuals on social networking and social media websites and in chat rooms;
- Complete and sign an agreement to abide by the district's electronic communications policy and administrative regulations;
- Be subject to discipline up to and including expulsion and/or revocation of district system access up to and including permanent loss of privileges for violations of policy.

For more information, please refer to LCSD Policy: [IIBGA](#), [IIBGA-AR](#) & [JFC-AR](#)

---

## **FREEDOM OF EXPRESSION**

---

Students have a general right to freedom of expression within the school system. The district requires, however, that students exercise their rights fairly, responsibly and in a manner not disruptive to other individuals or to the educational process. These rights include Freedom of Student Inquiry and Expression, Freedom of Association, and Student Publications, Displays and Productions.

For more information, please refer to LCSD Policy: [IB](#)

---

## **STUDENT SEARCHES**

---

District officials may, subject to the requirements below, search a student's person and property, including property assigned by the district for the student's use. Such searches may be conducted at any time on district property or when the student is under the jurisdiction of the district at school-sponsored activities.

All student searches conducted by the district shall be subject to the following requirements:

- The district official shall have individualized, "reasonable suspicion" based upon specific and articulated facts to believe that the student personally poses or is in possession of some item that poses an immediate risk or serious harm to the student, school officials and/or others at the school;
- The search shall be "reasonable in scope." That is, the measures used are reasonably related to the objectives of the search, the unique features of the official's responsibilities, and the area(s) which could contain the item(s) sought and not excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction.

Routine inspections of district property assigned to students may be conducted at any time.

For more information, please refer to LCSD Policy: [JFG](#) & [JFG-AR\(1\)](#)

---

## **USE OF RESTRAINT OR SECLUSION**

---

Restraint or seclusion may not be used for discipline, punishment, retaliation or convenience of staff, contractors, or volunteers of the district. Restraint may be imposed on a student in the district only under the following circumstances:

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

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

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

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

For more information, please refer to LCSD Policy: [JGAB](#) & [JGAB-AR\(1\)](#)

## TRANSPORTATION

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

For more information, please refer to LCSD Policy: [EEA](#)

## BUS SAFETY PROGRAM

---

Instruction in school bus safety and emergency evacuation procedures and behavioral expectations is provided yearly for all students. This instruction includes:

- Safe school bus riding procedures, including but not limited to loading, unloading, crossing etc;
- Use of emergency exits and evacuation of the school bus in case of emergency, including participation in actual evacuation drills;
- Instruction on the bus behavioral expectations.

For more information, please refer to LCSD Policy: [EEAC](#)

## BUS SCHEDULES AND ROUTES

---

Actual bus stops and routes will be determined in cooperation with the transportation provider and will be based upon efficiency, safety, Board policy and applicable state and federal laws and rules. The determination of safe roads for school bus travel will be made in cooperation with the transportation provider. Bus schedules and routes will be published at registration and updated as needed throughout the year.

For more information, please refer to LCSD Policy: [EEAB](#)

## **STUDENT CONDUCT & DISCIPLINE ON BUSES**

---

While riding the school bus, a student's conduct will be subject to all LCSD policies and rules, including the Student Code of Conduct (See Board Policy [JFC-AR](#)) and Student Conduct on School Buses (See Board Policy [EEACC](#)). Expectations for student conduct on school buses will be posted in a conspicuous place in all buses.

Penalties and disciplinary procedures for violations of bus expectations are included in the Student Code of Conduct (See Board Policy [JFC-AR](#)) and may also include suspension and/or expulsion from district-approved transportation services. "Suspension" means any disciplinary removal, other than expulsion, for up to 10 school days. "Expulsion" means any disciplinary removal beyond 10 school days up to one calendar year.

For more information, please refer to LCSD Policy: [EEACC-AR](#)

## **VIDEO CAMERAS ON TRANSPORTATION VEHICLES**

---

Video cameras may be used on district transportation vehicles transporting students to and from curricular and extracurricular activities. The district will comply with provisions of state and federal law regarding education record requirements including the Family Educational Rights and Privacy Act and the Individuals with Disabilities Education Act as applicable to the district's use of video recordings.

For more information, please refer to LCSD Policy: [EEACCA](#) & [EEACCA-AR](#)

## **STUDENT VEHICLE USE**

---

All students who drive vehicles to school are subject to parking and driving rules developed by the principal. Parking privileges, including driving on district property, may be revoked by the principal for violations of Board policies, administrative regulations or school rules.

Except in unusual circumstances, when transportation to an event is provided by the district, student participants shall not be transported in any other manner. If unusual circumstances do exist: Patrons and staff members may use their privately-owned vehicles to transport students to a school-sponsored event when the principal has given written permission prior to the event and all precautions have been addressed.

Students may, at times, be permitted to transport themselves in their private vehicles to co-curricular activities when the principal has given permission prior to the co-curricular activity. Participation in the co-curricular activity is voluntary and Lincoln County School District is not always

directly supervising, controlling, providing the student's transportation. All applicable precautions must be addressed. Students may only provide transportation for themselves (no passengers) to any co-curricular activity within the school day. The Co-Curricular Permission Form and the Co-Curricular Activity List must be used as parent/guardian notification of co-curricular activities.

For more information, please refer to the following policies:

- a. [JFC-AR](#): Student Code of Conduct
- b. [JHFD](#): Student Vehicle Use
- c. [JFG](#) & [JFG-AR](#): Student Searches
- d. [EEAE](#) & [EEAE-AR\(1\)](#): Student Transportation in Private Owned Vehicles

## VISITORS

The Board encourages parents and other district citizens to visit the school and classrooms to observe the work of students, teachers and other employees. Such visitations should be prearranged. To ensure that no unauthorized persons enter a school, all visitors will report to the school office when entering and will receive authorization to visit elsewhere in the building.

For more information, please refer to LCSD Policy: [KK](#)

## VOLUNTEERS

Lincoln County School District is blessed with an abundance of volunteers who bring their enthusiasm, great ideas, and expertise into our schools each day. Parent, grandparent and community volunteers have long been important figures in our schools. Sharing their time and talents with students. Lending a helping hand to teachers and school staff. Our volunteers help in countless ways!

To volunteer in our schools, you must fill out an online application, pass a criminal background check, and successfully complete the online [SafeSchools](#) training course.

Visit or call your neighborhood school today to find out how you can become a valuable member of the LCSD Volunteer Team!

For more information, please refer to LCSD Policy: [IICC-AR](#) or [District Website](#)



- The End -



**Taft High**

Nick Lupo  
Summer Skalicky  
Zach Lillebo  
Counselors: Robb Ellis, Amy Fraiser, Krista Owen  
Teacher: Martin, Feldman, Ahumada  
Classified: Gaspar, Janet, Duncan  
Parent: Liz Francis, Open  
Student: Kimberly Alcaraz - ASB Executive President

**Oceanlake Elementary**

Mary Pitcher  
Molly Brooks  
Lindsay Pierce  
Cassie Dixon  
Susan O'Leary

**Taft Elementary**

Becca Bostwick- Principal  
Andrea McDonald- Certified Staff  
Teri Kimberling- Classified Staff Member  
Jessica Maldonado- Parent Rep  
Allyson Longueira- Parent Rep  
Crystal Bowman- Parent Rep  
Amy Jones- Parent Rep

**Newport High School**

Reyna Mattson (Administrator)  
Melinda Dye (Classified)  
Helyn Layton (Parent)  
Liz Martin (Community Member)  
Tracy Crews (Community Member)  
TBD Student,  
Tina Watanabe (parent)  
TBD Teacher (the previous teacher is no longer at NHS)

**Newport Middle**

Aaron Belloni (Principal)  
PJ Collson (Teacher)  
Dana Spink (Teacher)  
Kendra Wiles (Classified)  
Michelle Mercer (Parent)  
Katie Bighill (Parent)  
Tammy Moore (Parent)  
OPEN Parent Position

**Same Case Elementary**

1. Marty Perez-Principal  
2. Deborah Gwynn-Certified Staff (Reporter/Recorder)  
3. Kelsey Ingalls (Parent Representative)  
4. Anali Yañez: Classified Staff Member

**Yaquina View Elementary**

Administrator: Kristin Becker  
Licensed: OPEN  
Classified: OPEN  
Parent: Ashley Bixler  
Parent: Lance Vanderbeck

**Compass K-12 Online School**

TBD

**Toledo Jr/Sr**

Brent Belveal  
Kathy Beyer  
Chloe Minch  
Cory McAlpine  
Jade Loper  
Charlie Cyphert  
Jamie Nicholson  
Heather Mann  
Sandi McAlpine

**Toledo Elementary**

Liz Postlewait-Principal  
Janna Limbert-Assistant Principal  
Leah Eller (Vice Chair / Secretary)  
Gwenn Marinwood-Certified (Secretary Sub)  
Melissa Cairney-Classified  
Jennifer Hamilton - Classified  
Victoria Basingwaite - Parent  
Alissa Lane-Keene – Parent  
Alma Baxter - Parent

**Waldport Middle/High**

Amy Skirvin  
Philip Reed  
Stephen Browne  
Sharon Bliss  
Kevin Greenwood  
Kerry Morgan

**Crestview Heights Elementary**

<u>Mike Gass</u>	<u>Principal</u>
<u>Sandi Battles</u>	<u>Assistant Principal</u>
<u>Julie Anderson</u>	<u>Teacher</u>
<u>Liz Ulmer</u>	<u>Teacher</u>
<u>Cristal Arden</u>	<u>Teacher</u>
<u>Tandi Smallwood</u>	<u>Classified</u>
<u>Samantha Smith</u>	<u>Parent</u>
<u>Michelle Severson</u>	<u>Parent</u>
<u>Kristi Anderson</u>	<u>Teacher</u>
<u>Katie Duzik</u>	<u>Parent</u>
<u>Cary Fitzgerald</u>	<u>Parent</u>
<u>Morgan Kilduff</u>	

7.d. AVID National Conference Dec. 8th - Orlando, FL

7.e. Naming of New Soccer Field

7.f. Equity Lens second reading



## Policy AAA: LCSD Equity Lens

Date: Sept 2022

### BACKGROUND AND VISION FOR EQUITY

The development of a Lincoln County School District Equity Lens began in 2019 when the district put together its first Equity Team. Through the work of the Equity Team, which includes participation from LCSD employees (teachers, administrators and classified staff), community partners and students from each of our high schools, an Equity mission, vision, values, positioning and purpose document was created in 2020. Also in 2020-21, the LCSD Land Acknowledgement was created in order to recognize the sovereignty of the Confederated Tribes of Siletz Indians whose land we live and work on. In 2021-22, the district's first all district Equity Lens was created with feedback from various stakeholder groups. This draft Equity Lens went to the Board at its August 18, 2022 Retreat and eventually, passed as a new district policy in the 2022-23 school year.

### HOW WILL THE LCSD EQUITY LENS BE USED?

The Lincoln County School District Equity Lens will be used as a decision making tool when creating, reviewing and implementing school district policies. The Equity Lens will be implemented when decisions regarding equitable resources allocation arise, when policies about student instruction and discipline come into play and for other policy related decisions as appropriate. It will be used by all employees and by all board members just as any other policy is used in the district. An Administrative Rule will be crafted by the superintendent to guide the use of this policy.

### EQUITY TEAM PURPOSE STATEMENTS

**What is the Vision for Equity for the Lincoln County School District?** Through board and policy commitment, our unified vision is to welcome, accept and affirm equitable practices that break down barriers, promote access, voice, and advance ongoing opportunities for an equitable education for all.

Our ultimate purpose is to interrupt faulty educational systems by evaluating and guiding current educational practices, which provide access to diverse voices that eliminate barriers; so that every student attains a premier education in Lincoln County School District.

Through our progressive, consistent and intentional actions, the district's actionable positioning will prioritize our work through equity focused courageous conversations by examining everything through a LCSD equity lens; a lens that develops mindfulness, use of culturally respectful language, builds human capacity and exudes presence.

Our values are: genuine equity and inclusion, moral courage, unapologetic leadership, curiosity, transparency, intentionality, reflection, stakeholder input, cultural responsiveness, measurable action, honoring communities, and egalitarian dignity.

Our mission is to bring forth bold actions through intentional discourse and policy review, current and future, that prioritize data and professional training to assert cultural relevance and representation that provide necessary skills to meet the needs of all students.

Based on Multnomah County's, "5 P's Equity Lens Tool" (2022), the following are the five "Ps" of our LCSD Equity Lens: purpose, people, place, process and power. Each of these 5 "Ps" has an Essential Question to be posed whenever decisions are being made that will affect students' equitable access to education. They are as follows:

1. **PURPOSE (Why):** The purpose of the equity lens is to center equity and inclusivity so that students, families, and systems do not experience barriers throughout our district. Our equity lens will bring access, voice, and visibility of individual identities that promote justice while honoring relationships in a conscious and accountable manner.

*Essential Question about Purpose: What past and current experiences may contribute to a system that may further perpetuate barriers to an equitable education at LCSD?*

2. PEOPLE (Who): The equity lens is thoughtful in language, respectful of the past and present trauma of marginalized groups, recognizing the struggle for civil rights and equity. The trauma and process our underserved people have endured deserves to be treated with gravity and solemnity.

*Essential Question about People: Who are the voices and what are the stories of our historically underrepresented communities that have not been served and recognized for their struggles for civil rights and equity in LCSD?*

3. PLACE (Where): The equity lens recognizes environmental and geographical impacts on resource allocation and holds space for access to equitable resources, not hindered by geographic location, socioeconomic status, varying neuro abilities or demographics (culture, race, ethnicity, gender, etc.).

*Essential Question about Place: What environmental and geographical impacts are essential in factoring and distributing resources equitably throughout LCSD?*

4. PROCESS (How): The equity lens addresses policy barriers and processes through open and honest discourse and decision making which result in empowering, supporting, and reducing the traumatization of people.

*Essential Question about How: How are we meaningfully including or excluding people who are affected by the Equity Lens? What policies contribute to exclusionary practices?*

5. POWER (What): The equity lens through genuine shared power and authentic shared decision making contributes to strong problem solving and action that moves forward equitable policies, boards, and communities.

*Essential Question for Power: What are the visible and invisible benefits and burdens that students and communities experience at the hands of our policies and processes of power?*

## **Lincoln County School District Land Acknowledgement (2021)**

We ask that you take a moment to stop what you are doing, to listen to these words as we recognize the land that we currently inhabit. No matter where each of us is physically located in Lincoln County, we must understand that we are on traditional homelands and unceded territories of indigenous peoples. Where we live in Lincoln County, these are the ancestral homelands for the Confederated Tribes of Siletz Indians.

Lincoln County School District acknowledges the Confederated Tribes of Siletz Indians that consists of over 30 bands originating from Northern California to Southern Washington. The Confederated Tribes of Siletz Indians currently occupy and manage 9,310 acres located here in Lincoln County but is a mere fraction of their original 1855 1.1 million-acre Siletz coastal reservation. We must remember the people of the Confederated Tribes of Siletz Indians are and will forever be the first stewards of this land, water, and fish.

We acknowledge and recognize the continued sovereignty of the Confederated Tribes of Siletz Indians and honor their ancestral homelands. We are committed to bringing awareness to their history and the existence of the Confederated Tribes of Siletz Indians since time immemorial.

Email of Equity Team Co Chairs:

[Karen.Gray@lincoln.k12.or.us](mailto:Karen.Gray@lincoln.k12.or.us) (Superintendent)

[Marty.Perez@lincoln.k12.or.us](mailto:Marty.Perez@lincoln.k12.or.us) (Principal Sam Case Elementary School)

**The following references to state law provide the background and legal standing for the school district to implement an Equity Lens as part of its Equity Policy.**

**References:**

1. Multnomah County Oregon “5 Ps Equity Lens Development Tool (2022).
2. Parkrose School District Equity Lens Policy AAA (2017).
3. LCSD Policy AC “Non Discrimintaion”.
4. LCSD Policy ACA “Americans with Disabilities Act”.
5. LCSD Policy ACB “Every Student Belongs” along with ACB ARs (1) and (2) “Bias Incident Complaint Process Forms”.
6. LCSD Policy JB “Equal Education Opportunities”.
7. LCSD Policy JBB “Educational Equity”.
8. LCSD Policy JBAA “Section 504”.
9. ORS 659.850 and ORS 659.852.
10. OAR 581-022-0005, OAR 581-022-2312, and OAR 581-022-2370.
11. House Bill 2697 (2021).
12. House Bill 3041 (2021).

- 8. Adoption of the Consent Calendar
  - 8.a. Minutes of the Board
    - 8.a.1. August 9, 2022 Regular Session
  - 8.b. Human Resources
    - 8.b.1. Personnel Action

## Board Agenda — September 13, 2022 — Personnel Action

### Licensed Hire(s):

BrookeLyn Burkman	Grade 5 Teacher/Crestview Heights
David Cancino	Grade 6 Teacher/Toledo Elementary
Julie Dammeier	Grade 1 Teacher/Toledo Elementary
Dylan Eder	Special Education Teacher/Taft 7-12
Lowell Masters	School Psychologist/Taft 7-12
Jeanie Merrill	School Counselor/Newport Middle-Taft Elem
Kyle Roach	Adaptive PE Specialist/Arcadia
Zoey Tingler	Special Education Teacher/Newport High
Andy Wallace	PE Teacher/Toledo Elementary
Jennifer Woodley	Grade 2 Teacher/Oceanlake

### Classified Hire(s):

Jayne Burril	Special Education Teaching Asst II/Sam Case
Jordy Calleja	Bilingual Tutor/Newport High
Jessica Castillo	Title Teaching Asst/Yaquina View
Mitchell Draper	Technology Support Specialist I/Teaching & Learning Center
Heidi Foote	Early Childhood Care Provider/Taft 7-12
Caidan Hopper	Special Education Teaching Asst/Taft Elementary
Amanda Hutchinson	Information & Records Clerk II/Yaquina View
Marci Ingram	Advocate/Teaching and Learning Center
Amber Kumar	Student Support Facilitator/Crestview Heights
Sarah Lancaster	Title Teaching Asst/Sam Case
Rainbow Lane	Special Education Teaching Asst II/Taft 7-12

Amelia Medeiros	Health and Records Asst/Yaquina View
Maria Molvig	Student Support Facilitator/Taft 7-12
Elizabeth Mortenson	Special Education Teaching Asst II/Oceanlake
Sarah Seals	Student Support Facilitator/Yaquina View
Sara Vredenburg	Information & Records Clerk III/Taft 7-12

### **Resignation(s):**

Kristina Alldridge	Special Education Teaching Asst II Sam Case	Resignation 11/8/2021 – 6/30/2022
Kristin Bigler	Communications Specialist Teaching and Learning Center	Resignation 8/28/2017 – 9/6/2022
Jacob Bond	Social Studies Taft 7-12	Resignation 8/28/2020 – 6/30/2022
Michelle Bracy	District Nurse Taft Elementary	Resignation 8/27/2021 – 8/26/2022
Robb Ellis	School Counselor Taft 7-12	Resignation 8/24/2018 – 10/14/2022
Tess Estenson	Special Education Teaching Asst II Sam Case	Resignation 10/25/2021 – 6/30/2022
Jessica Hayes	Special Education Teaching Asst Toledo Jr/Sr High School	Resignation 3/9/2022 – 9/9/2022
Sherri Jansen	Special Education Teaching Asst Eddyville	Resignation 8/24/2021 – 6/30/2022
Allison Jensen	Grade 1 Teacher Toledo Elementary School	Resignation 8/27/2021 – 6/30/2022



Bo Johnson	Indian Education Specialist Newport High School	Resignation 10/2/2020 – 8/30/2022
Michelle MacFarlane	Grade 5 Teacher Taft Elementary	Resignation 8/24/2018 – 6/30/2022
Heather Nerup	School Secretary Taft Elementary	Resignation 8/1/2017 – 9/23/2022
Jordan Ness	Early Childhood Care Provider Taft 7-12	Resignation 1/7/2019 – 6/30/2022
Sheri Saleman	Special Education Teaching Asst II Newport High	Retirement 2/1/2017 – 6/30/2022
Melissa Smith	Health and Records Assistant Yaquina View	Resignation 8/30/2021 – 8/25/2022
Kathy Wertz	Information & Records Asst/TA III Newport Middle School	Resignation 8/15/2018 – 9/2/2022

**Rescind Resignation:**

Greta Zafforoni

9. Action Items

9.a. Board

9.a.1. Accept/Reject Parent Student Handbook



# Lincoln County School District Student & Family Handbook 2022-2023

Teaching and Learning Center  
1212 NE Fogarty St, Newport, OR 97365  
Lincoln County School District



## **Vision Statement**

---

Empowering all students every day to realize their full potential for living the future life as they imagine.

## **Mission Statement**

---

Relentlessly committed to ensuring that all students learn the critical reading and thinking skills needed to be educated, healthy, and resilient people that graduate with future options and the ability to achieve their dreams.

# LCSD Board Goals

---

Superintendent and School Board District Goals 2021-2022:

- **Academic Achievement and Student Success**

***Increase Attendance***

Each school will increase their Regular Attenders (RA) rate (students attending school more than 90% of the time) to meet or exceed the pre-pandemic regular attenders rate (as listed in first column of [June 2021 RA Report](#)) by June 2022.

***Increase Graduation Rates***

-Each of our high schools will increase their 4-year cohort graduation rate by 3% (Baseline is the 2019 graduation rate).

-The goal will be reached when we get to 95% or greater for a four-year cohort graduation rate in all schools.

-Increase 9th grade on track at each high school by 10% per year.

-Increase Dual Credit attainment by 5% per year.

***Increase implementation of Positive Behavior Interventions and Supports (PBIS) and Social/Emotional multi-tiered systems of support***

-All K-6 schools will fully implement the DESSA-mini as a universal social-emotional screening tool for all students by December 2021, and utilize the DESSA-full with 20% or fewer students to plan and implement small-group interventions by March 2022.

-All schools will implement the Check In/Check Out (CICO) Tier 2 intervention as part of the Synergy MTSS module, following district developed guidelines for implementation by March 2022.

-All schools will participate in the Tier 2 Team Training Series offered by Northwest PBIS/Dr. Billie Jo Rodriguez from October 2021-March 2022 to aid in action planning and implementation of their CICO intervention.

-All schools who are currently below 80% implementation of Tier 2 systems as measured by the June 2021 Tiered Fidelity Inventory (TFI) will either increase their implementation by 20% or reach 80% by June 2022.

-All Assistant Principals and Student Support Facilitators (new positions) will be fully trained in the integration of PBIS/Restorative Practices (RP) by June 2022, including the continuum of 6 specific RP Strategies/Structures.

***Align K-12 Mathematics***

-By June of 2022, 100% of K-6 classrooms will have the newly adopted math curriculum fully implemented in their classrooms. All teachers will have access to teacher created resources such as pacing & assessment guides, unit plans, and professional development to support implementation.

-By June of 2022, all 7th Grade - Integrated 3 math classrooms will have fully implemented curriculum maps with a minimum of three common formative assessments that included information pertaining to mathematical computation and mathematical literacy.

***Continue to Align K-12 Advancement Via Individual Determination (AVID) Implementation and Strategies***

- Our classrooms will have evidence of AVID literacy strategies being implemented on average between a level 2 and 3 on a 4 point scale. Walk through data will be used as a measure for this goal. Primary walkthroughs will use Enhanced Core Reading Instruction (ECRI) measures, Elementary and Secondary walkthroughs will use literacy (reading, writing, listening/speaking) as measures.
- Data will include at least one walkthrough (by an admin) per teacher per month (2,000-3,000 walkthroughs for the year) with analysis of the walkthrough generated data by primary, elementary, and secondary.

### **Increase Student Engagement**

- Increase enrollment stability across the district as measured by enrollment data collections monthly.
- Increase student academic engagement as measured by school by school and class by class observations and walkthroughs of instructional work in classrooms-measure student engagement of multiple types (AVID, etc.).
- Increase community engagement around student success as measured by community surveys two times this school year.
- Create new ways to connect students and families with the district as measured by a collection of evidence school by school at least annually.
- Maximize the instructional value of the investment in “technology” via the full implementation of the Triple E Framework as measured by evidence of the use of online systems in K-12 classrooms that score at or above 13 out of 18 points on the Triple E Evaluation Rubric.

### **● Create an Equity Plan and Provide Culturally Specific Outreach to our Growing Diverse Community**

- 1) Monthly meetings of a Hispanic Family Advisory Group-the goal being one in LC and one in Newport.
- 2) 4 diverse community open forum meetings - 2 in Newport and 2 in Lincoln City either in person or by zoom.
- 3) 3 Hispanic family workshops on topics such as anti-bullying, school district navigation, parenting for academic success. Topics to be generated by parent advisory groups.
- 4) Develop the “equity practices in the classroom” work of the District Equity Coordinators Marty Perez, Sandy Mummey and Tiana Tucker.
- 5) Continue to partner with the Western Regional Equity Network in projects about affinity groups and recruiting, retaining and promoting staff of diverse backgrounds.
- 6) Continue to develop LCSD equity, inclusion and diversity district policies via the district’s monthly meeting of our LCSD Equity Team.

### **● Fully implement the Board’s Five Year Strategic Plan**

- GOAL ONE:** Enhanced Communications and Community Engagement.
- GOAL TWO:** LCSD is a Convener and Influencer of City, County and State Education and Economic Policies.
- GOAL THREE:** LCSD will provide for the Health and Welfare of our Facilities.
- GOAL FOUR:** LCSD will Identify the Need and Development of a LCSD Foundation (501 c 3).
- GOAL FIVE:** Demonstrate High Expectations For Student Achievement By Supporting An Equitable Education Framework.

DRAFT

# SCHOOLS

---

## **North Area**

Oceanlake Elementary (K-2)

2420 NE 22nd St. Lincoln City, OR 97367.....Phone  
541-994-5296

Taft Elementary (3-6)

4040 High School Drive. Lincoln City, OR 97367.....Phone 541-996-2136

Taft 7-12

3780 SE Spyglass Ridge Dr. Lincoln City, OR 97367.....Phone  
541-996-2115

## **South Area**

Crestview Elementary (K-6)

2750 Crestline Dr. Waldport, OR 97394.....Phone  
541-563-3237

Waldport Jr/Sr High School (7-12)

3000 Crestline Dr. Waldport, OR 97394.....Phone  
541-563-3243

## **East Area**

Toledo Elementary (K-6)

600 SE Sturdevant Rd. Toledo, OR 97391.....Phone  
541-336-5121

Toledo Jr/Sr High School (7-12)

1800 SE Sturdevant Rd. Toledo, OR 97391.....Phone  
541-336-5104

## **West Area**

Yaquina View Elementary (K-2)

351 SE Harney St. Newport, OR 97365.....Phone  
541-265-4637

Sam Case Elementary (3-5)

459 NE 12<sup>th</sup> St. Newport, OR 97365.....Phone  
541-265-8598



Newport Middle School (6-8)  
825 NE 7<sup>th</sup> St. Newport, OR 97365.....Phone  
541-265-6601

Newport High School (9-12)  
322 NE Eads St. Newport, OR 97365.....Phone  
541-265-9281

Compass K-12 Online School (K-12)..... Phone 541-265-4280

## Table of Contents

---

<b>NON DISCRIMINATION POLICY</b>	<b>9</b>
<b>ACADEMICS</b>	<b>9</b>
ALTERNATIVE INSTRUCTIONAL PROGRAMS	9
EARLY GRADUATION	9
GRADUATION EXERCISES	10
GRADUATION REQUIREMENTS	10
HONORS DIPLOMA GRADUATE	10
PROMOTION, RETENTION & PLACEMENT OF STUDENTS	11
<b>ATHLETICS</b>	<b>11</b>
<b>ATTENDANCE</b>	<b>11</b>
COMPULSORY ATTENDANCE	12
EXCUSED & UNEXCUSED ABSENCES	12
GRADE REDUCTION & CREDIT DENIAL	12
NOTIFICATION OF ABSENCES	12
RE-ADMITTANCE AFTER ABSENCES	12
TRUANCY & STATE LAW	13
<b>BEHAVIOR &amp; DISCIPLINE</b>	<b>13</b>
CODE OF CONDUCT	13
DISCIPLINARY PROCEDURES	14
HARASSMENT/INTIMIDATION/BULLYING/CYBERBULLYING & SEXUAL HARASSMENT POLICIES, COMPLAINTS & INVESTIGATIONS	15
<b>DISTRIBUTION OF MATERIALS</b>	<b>16</b>
<b>DRILLS</b>	<b>16</b>
<b>FIRE, EVACUATION, SAFETY &amp; OTHER</b>	<b>16</b>
<b>EMERGENCY SCHOOL CLOSURES</b>	<b>16</b>

<b>FIELD TRIPS</b>	<b>17</b>
<b>GRIEVANCES</b>	<b>17</b>
<b>HEALTH</b>	<b>17</b>
COMMUNICABLE DISEASES	18
FIRST AID	18
<b>PROGRAMS</b>	<b>18</b>
ALTERNATIVE EDUCATION PROGRAMS	18
BILINGUAL STUDENTS	19
COUNSELING	19
EXPANDED OPTIONS PROGRAMS	20
HOMELESS STUDENTS	20
ONLINE LEARNING	20
STUDENTS WITH DISABILITIES	20
TALENTED AND GIFTED	21
<b>REGISTRATION</b>	<b>21</b>
STUDENT FEES, FINES AND CHARGES	21
TRANSFER POLICY	24
<b>STUDENT RIGHTS &amp; RESPONSIBILITIES</b>	<b>25</b>
ASSEMBLY OF STUDENTS	25
STUDENT DRESS CODE	25
ELECTRONIC DEVICES (PERSONAL)	26
ELECTRONIC DEVICES (SCHOOL)	26
FREEDOM OF EXPRESSION	27
STUDENT SEARCHES	27
USE OF RESTRAINT OR SECLUSION	27
<b>TRANSPORTATION</b>	<b>28</b>
BUS SAFETY PROGRAM	28
BUS SCHEDULES AND ROUTES	28
STUDENT CONDUCT & DISCIPLINE ON BUSES	29
VIDEO CAMERAS ON TRANSPORTATION VEHICLES	29
STUDENT VEHICLE USE	29
<b>VISITORS</b>	<b>30</b>
<b>VOLUNTEERS</b>	<b>30</b>

## NON DISCRIMINATION POLICY

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual's perceived or actual race<sup>1</sup>, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status, or because of the perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans' status of any other persons with whom the individual associates.

Students, employees and visitors are entitled to a school or educational environment that is free from discrimination or harassment. The district prohibits the use or display of any symbols of hate on school property or in an education program except where used in teaching curriculum that is aligned with state standards of education for public schools.

For more information, please refer to LCSD Policies: [AC](#) and [ACB](#)

## ACADEMICS

### ALTERNATIVE INSTRUCTIONAL PROGRAMS

---

In addition to the regular curriculum and courses offered, it is possible for students, with prior administrative approval, to obtain credit from the following alternative instructional programs and activities:

1. Community college courses;
2. Correspondence courses;
3. Outdoor school;
4. Educational travel;
5. Challenge tests;
6. Independent study;
7. Online courses;
8. The Expanded Options Program;
9. Others approved by the Board.

For more information, please refer to LCSD Policy: [IHGA](#)

## EARLY GRADUATION

---

A student who wishes to graduate from high school in less time than the ordinary grade 9-12 sequence may request permission to complete graduation requirements on an altered schedule. The student and his/her parents will consult with high school guidance personnel to develop a graduation plan. Their intention to accomplish this plan will be stated in writing to the superintendent.

For more information, please refer to LCSD Policy: [IKHFA](#)

## GRADUATION EXERCISES

---

Lincoln County District high schools shall provide commencement ceremonies for graduating senior students. All students in good standing who have successfully completed the requirements for a senior high school diploma, a modified diploma, extended diploma or alternate certificate may participate in graduation exercises. These ceremonies shall be held during the final five days of school. Graduating seniors may be dismissed during the final five school days. These days shall be determined by each school in consultations with the superintendent and shall be included on the annual school calendar.

### Valedictorian/Salutatorian

Students must meet all the requirements for an honors diploma in order to be eligible for Valedictorian and Salutatorian honors. Valedictorian: the student(s) in the graduating class with the highest accumulative grade point average. Salutatorian: the student(s) in the graduating class with the second highest accumulative grade point average.

For more information, please refer to LCSD Policy: [IKFB](#)

## GRADUATION REQUIREMENTS

---

A high school diploma will be awarded to students in grades 9 through 12 who complete a minimum of 24 credits, which include at least:

- Three credits of mathematics (shall include one unit at the Algebra I level and two units that are at a level higher than Algebra I);
- Four credits of English language arts (shall include the equivalent of one unit in written composition);
- Three credits of science; 1As defined in ORS 30.297. Graduation Requirements – IKF 2-7
- Three credits of social sciences (including history, civics, geography and economics (including personal finance));
- One credit in health education;
- One credit in physical education; and
- Three credits in career and technical education, the arts or world languages (units shall be earned in any one or a combination).

To receive a diploma, in addition to credit requirements, outlined in OAR 581-022-2000, a student must: Demonstrate proficiency in the Essential Skills of reading, writing, and applying mathematics in a variety of settings.

For more information, please refer to LCSD Policy: [IKF](#)

## HONORS DIPLOMA GRADUATE

---

In addition to the LCSD Standard Diploma requirements, students may earn an LCSD Honors Diploma by earning 27 credits and completing the following additional requirements:

### Units of Credit

- Three mathematics credits beyond Algebra 1; Graduation Requirements – IKF 3-7
- Five fine or applied arts/world language, or CTE credits
- Four credits of AP, IB, or college credit; \*Superintendent may approve an Honors Level or equally rigorous course
- Complete two years of the same World Language;
- Earn a 3.5 GPA through seven semesters;
- One additional credit of CORE/CTE/FA/FL or AVID Tutor

### School/Community Services

- Students must demonstrate active involvement in both a school activity and community service in each year of high school attendance.

*\*All NHS students who qualify as an IB Diploma candidate qualify for the honors diploma.*

For more information, please refer to LCSD Policy: [IKF](#)

## PROMOTION, RETENTION & PLACEMENT OF STUDENTS

---

In general, students shall be placed at the grade level to which they are best adjusted academically, socially and emotionally. The educational program shall provide for the continuous progress of students from grade to grade, with students spending one year in each grade. A small number of students, however, may benefit from staying another year in the same grade or being accelerated. Decisions to retain or accelerate will only be made after prior notification and explanation to the student's parents. The building administrator will make the final decision. Parents may appeal the administrator's decision to the superintendent or his/her designee.

For more information, please refer to LCSD Policy: [IKE](#) & [IKE-AR](#)

## ATHLETICS

**MISSION:** We believe athletics and activities in the Lincoln County School District focus on encouraging all programs to create a positive culture and community by developing character, sportsmanship, work ethic, and pride for all participants.

**CORE VALUES:** Character Development, Sportsmanship, Work Ethic, Pride, Community Involvement

For more information, please refer to the LCSD Athletic Handbook ([English](#) & [Spanish](#))

For more information, please refer to LCSD Policy: [IGDJ](#)

## ATTENDANCE

Attendance matters for students at all grade levels. Students who attend school regularly are more likely to read at grade level and build a strong foundation that takes them all the way through high school graduation. LCSD aligns our attendance policies and procedures with guidance provided by the Oregon Department of Education and the Every Day Matters campaign. “Chronically absent” means missing 10% or more of the school year (18 days). LCSD aims to have all students attend school regularly (greater than 90% of school days), because School + You = Success!

### COMPULSORY ATTENDANCE

---

Except as provided in Oregon law all children between the ages of 6 and 18 years who have not completed the 12th grade are required to regularly attend a public full-time school during the entire school term. All students five years of age who have been enrolled in a public school are required to attend regularly while enrolled in the public school.

Exemptions from compulsory school attendance are detailed in LCSD Policy: [JEA](#)

### EXCUSED & UNEXCUSED ABSENCES

---

All absences, whether excused or unexcused, contribute to a student’s attendance rate and affect his/her overall educational success. Parents and guardians are urged to schedule appointments, family vacations, etc. on non-instructional days to minimize student absences.

For more information, including a list of approved reasons for excused absences, please refer to LCSD Policy: [JEA-AR](#) and Policy [JED](#)

### GRADE REDUCTION & CREDIT DENIAL

---

Regular attendance is valuable in school and work. The district may establish grading policies that permit teachers to consider a student’s attendance in determining the student’s grade, but student attendance may not be the sole criterion.

For more information, please refer to LCSD Policy: [IKAD](#) and [IKAD-AR](#)

### NOTIFICATION OF ABSENCES

---

Parents/Guardians are asked to contact the school to notify the attendance secretary of the reason for any student absence, regardless of the length of the absence. Pre-Arranged Absence Forms can be found in the Family Resources section of the LCSD website, or at any school office. Schools will notify parents/guardians by the end of the school day if their child has an unplanned/unexplained

absence. The notification may be in person, by telephone, email, text notification or another method.

For more information, please refer to LCSD Policy: [JED](#)

---

## RE-ADMITTANCE AFTER ABSENCES

---

After an absence, parents/guardians may be asked to provide documentation or an explanation of the reason for the absence. Students who are absent for 10 consecutive days (excused or unexcused) are by OAR withdrawn from school for state accounting purposes. This does not release them from the requirement to attend school. Upon return, these students may be required to re-enroll.

For more information, please refer to LCSD Policy: [JEA-AR](#)

---

## TRUANCY & STATE LAW

---

School officials will encourage regular student attendance, but compliance with Oregon laws, district, and building policy regarding attendance is the responsibility of the student and his/her parent. Failure to send a student and to maintain a student in regular attendance is a Class C violation. School teams will monitor attendance and take actions, up to and including activating truancy procedures when applicable, to encourage improved attendance.

For more information, please refer to LCSD Policy: [JEA](#) & [JEA-AR](#)

## BEHAVIOR & DISCIPLINE

Our behavior management system creates and fosters healthy relationships that enable students to develop self-discipline necessary to remain in school and to function successfully in their educational and social environments.

For more information, please refer to LCSD Policy: [JG](#) and [JG-AR](#)

In order to support both students and staff, Lincoln County School District utilizes the Positive Behavior Intervention and Support (PBIS) framework to define, teach and support appropriate student behaviors to create positive school environments. Examples of PBIS actions include:

- 3-5 positively stated school-wide rules (example: Be Safe, Be Respectful, Be Responsible)
- School-wide routines and procedures are established, including visuals for grades K-3
- Students are taught the expected behaviors across all settings, multiple times per year
- Staff regularly provide feedback and positive acknowledgement to students
- Schools develop different levels of response to provide behavioral supports that help students develop skills and maintain relationships

---

## CODE OF CONDUCT

---

Through the PBIS framework, students are explicitly taught expected behaviors multiple times during the year, in applicable settings.

For complete descriptions of expected behaviors, please see LCSD Policy: [JFC-AR](#) (Student Code of Conduct).

Students are subject to discipline for conduct while traveling to and from school, at the bus stop, at school-sponsored events, while at other schools in the district and while off campus, whenever such conduct causes a substantial and material disruption of the educational environment or the invasion of rights of others. The following conduct will constitute grounds for disciplinary action. This list is not intended to contain all conduct that may be grounds for disciplinary action. The policies and procedures listed provide more information on specific behaviors.

- Arson/Possession of Combustibles ([JFCM](#), [JFCJ](#), [JFCJ-AR](#), [ECAB](#) & [ECAB-AR](#))
- Defiance
- Disruption
- Dress code violations ([JFCA](#))
- Gang Affiliation ([JFCEA](#))
- Hazing/Harassment, Intimidation, Bullying, Menacing/Cyberbullying, Teen Dating Violence, and Domestic Violence ([JFCF](#), [JFCF-AR\(1\)](#), [JFCF-AR\(2\)](#), [ACB](#), [ACB-AR\(1\)](#) & [ACB-AR\(2\)](#))
- Inappropriate display of affection/Sexual Harassment ([JBA/GBN](#), [JBA/GBN-AR\(1\)](#), [JBA/GBN-AR\(2\)](#) & [JBA/GBN-AR\(3\)](#))
- Inappropriate language, (obscene, profane, libelous, discriminatory or abusive) gestures or materials ([JFCF](#), [JFCF-AR\(1\)](#) & [JFCF-AR\(2\)](#) & [ACB](#), [ACB-AR\(1\)](#) & [ACB-AR\(2\)](#))
- Lying/Cheating/Plagiarism ([JFCEB](#) & [JFCEB-AR](#))
- Physical Aggression/Assault/Fighting
- Property Misuse/Damage/Vandalism ([ECAB](#) & [ECAB-AR](#))
- Technology violation ([JFCEB](#), [JFCEB-AR](#) & [IIBGA](#))
- Theft ([ECAB](#) & [ECAB-AR](#))
- Threats ([JFCM](#))
- Truancy ([JEA](#) & [JEA-AR](#))
- Use/Possession of Alcohol/Drugs, imitations, or paraphernalia ([JFCH](#), [JFCH-AR](#), [JFCI](#), [JFCI-AR](#), [JFC-AR](#))
- Use/Possession of Combustibles, imitations, or paraphernalia ([JFCM](#), [JFCJ](#), [ECAB](#))
- Use/Possession of Tobacco, imitations, or paraphernalia ([JFCG/KGC/GBK](#), [JFCG/KGC/GBK-AR](#))
- Use/Possession of Weapons ([JFCJ](#) & [JFCJ-AR](#))
- Vehicular rule violations ([JHFD](#))

For information regarding student conduct on school buses, see Policy: [EEACC](#) and [EEACC-AR](#)

## DISCIPLINARY PROCEDURES

---

If a student violates the Student Code of Conduct, individual school rules, Board policy, or local, state, or federal law, appropriate disciplinary procedures may be taken, depending upon the student's discipline history, maturity of the student, severity of the infraction, and disability (Board policy [JGDA/JGEA](#) & [JGDA/JGEA-AR](#): Discipline of Students with Disabilities). Examples include, but are not limited to, reprimands, in-class consequences, parent contact/conferences, detention, law



enforcement contact, denial of participation in co-curricular and extracurricular activities, etc. For more information, please refer to LCSD Policy: [JFC-AR](#)

**Due Process:** Students have the right to due process of law with respect to suspension, expulsion and decisions which the student believes injure his/her rights. Students have the right to know the behavior standards expected of them as well as to know the consequences of misbehavior. For more information, please refer to LCSD Policy: [JF/JFA](#)

**Suspension:** Suspension temporarily denies the student attendance at school or school activities in any district school. The principal or designee shall have the authority to suspend a student for up to 10 days. In special circumstances a suspension may be continued until some specific pending action occurs, such as a physical or mental examination, drug assessment, completion of expulsion proceedings or incarceration by court action. For more information, please refer to LCSD Policy: [JFC-AR](#) and [JGD-AR](#)

**Expulsion:** Expulsion denies the student attendance at school and school activities in any district school. Expulsion may be for any length of time up to one calendar year. The district may deny enrollment to a student who has been expelled by another district. The district shall deny enrollment to a student who has been expelled from another district because of firearm or dangerous weapons possession. For more information, please refer to LCSD Policy: [JFC-AR](#) and [JGE-AR](#)

**Discipline of Students with Disabilities:** When considering student disciplinary procedures that may result in removal of the student, the district follows all special education and 504 plan procedures and ensures the parent and the student are afforded the procedural safeguards of the Individuals with Disabilities Education Act (IDEA) if:

- The student is receiving individualized education program (IEP) services;
- The student has not yet been identified as a student with a disability but the district had knowledge that the student had a disability and needed special education.

For more information, please refer to LCSD Policy: [JGDA/JGEA](#) & [JGDA/JGEA-AR](#)

**Use of Physical Force/Corporal Punishment:** No teacher, administrator, other school personnel or school volunteer will subject a student to corporal punishment or condone the use of corporal punishment by any person under his/her supervision or control. A staff member is authorized to employ physical force when, in his/her professional judgment, the physical force is necessary to prevent a student from harming self, others or doing harm to district property. Physical force shall not be used to discipline or punish a student. For more information, please refer to LCSD Policy: [JGA](#)

## **HARASSMENT/INTIMIDATION/BULLYING/CYBERBULLYING & SEXUAL HARASSMENT POLICIES, COMPLAINTS & INVESTIGATIONS**

---

Hazing, harassment (including sexual harassment), intimidation, menacing or bullying and acts of cyberbullying by students, staff, or third parties towards students is strictly prohibited. Teen dating

violence is unacceptable behavior and prohibited. Students whose behavior is found to be in violation of this policy will be subject to consequences and appropriate remedial action which may include discipline, up to and including expulsion.

All complaints about behavior that may violate this policy shall be promptly investigated. Any students, staff members or third parties who has knowledge of conduct in violation of this policy or feels they are a victim of harassment must immediately report their concerns to the principal, compliance officer or superintendent, who has overall responsibility for all investigations. Students may also report concerns to a teacher, counselor or school nurse, who will promptly notify the appropriate district official.

For more information, please see the following LCSD Policies and Administrative Regulations:

- [JFCF](#), [JFCF-AR\(1\)](#) & [JFCF-AR\(2\)](#): Hazing/Harassment, Intimidation, Bullying, Menacing/Cyberbullying, Teen Dating Violence, and Domestic Violence – Student
- [JBA/GBN](#), [JBA/GBN-AR\(1\)](#), [JBA/GBN-AR\(2\)](#) & [JBA/GBN-AR\(3\)](#): Sexual Harassment
- [JB](#): Equal Educational Opportunity
- [ACB](#), [ACB-AR\(1\)](#) & [ACB-AR\(2\)](#): Every Student Belongs

## DISTRIBUTION OF MATERIALS

Requests by individuals or groups to distribute pamphlets, booklets, flyers, brochures and other similar materials to students for classroom use or to take home shall be submitted to the school administration. Materials and the proposed method of distribution shall be subject to review.

Materials shall be reviewed based on legitimate educational concerns. Such concerns include: the material is or may be defamatory; the material is inappropriate based on the age, grade level and/or maturity of the reading audience; the material is poorly written, inadequately researched, biased or prejudiced; the material contains information that is not factual; the material is not free of racial, ethnic, religious or sexual bias; or the material contains advertising that violates public school laws, rules and/or policy, is deemed inappropriate for students or that the public might reasonably perceive to bear the sanction or approval of the district.

For more information, please refer to LCSD Policy: [KJA](#)

## DRILLS FIRE, EVACUATION, SAFETY & OTHER

All schools are required to instruct and drill students on emergency procedures so that students may respond to an emergency without confusion and panic. The emergency procedures shall include drills and instruction on fires, earthquakes, which shall include tsunami procedures in a coastal zone and safety threats.

For more information, please refer to LCSD Policy: [EBCB](#)

# EMERGENCY SCHOOL CLOSURES

The Board authorizes the superintendent or designee to close schools or other facilities, or to cancel or postpone activities, in the event of hazardous weather or other emergencies which present threats to the safety of students, school staff members or school property.

Lincoln County School District will communicate with the public of all delayed openings, closures, early dismissals, or cancellation of activities.

For more information, please refer to LCSD Policy: [EBCD](#)

# FIELD TRIPS

The Board recognizes that first-hand experiences are an effective and worthwhile means of learning. In planning and authorizing field trips, primary consideration shall be given to the educational values derived and the safety and welfare of students involved. Active consideration should also be given to equitable access for all students and a realistic cost/benefit ratio given limited funds of the district and the communities to support these trips. Within these contexts, it is the desire of the Board to facilitate field trips as an integral part of each school's educational and activities program.

For more information, please refer to LCSD Policy: [IICA](#) & [IICA-AR](#)

# GRIEVANCES

If your complaint addresses one or more of the issues identified below, you may use the complaint process available in any of the following policies and administrative regulations (AR):

- Discrimination or harassment on any basis protected by law: Board policy [AC](#), [AC-AR](#);
- Sexual harassment: Board policy [GBN/JBA](#), [GBN/JBA-AR](#);
- Hazing, harassment, intimidation, bullying, menacing or cyberbullying (staff): Board policy [GBNA](#), [GBNA-AR](#);
- Hazing, harassment, intimidation, bullying, menacing, cyberbullying, teen dating violence or domestic violence (student): Board policy [JFCF](#), [JFCF-AR](#);
- Sexual conduct with a student: Board policy [JHFF](#), [JHFF-AR](#);
- Instructional resources or instructional materials: Board policy [IIA](#), [IIA-AR](#).

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the Board. The Board will not hear complaints against employees in a session open to the public unless an employee requests an open session.

A complaint of retaliation against a student or a student's parent who in good faith reported information that the student believes is evidence of a violation of state and federal law, rule or regulation, should be reported to the administrator. Complaints against the principal may be filed with the superintendent. Complaints against the superintendent should be referred to the Board chair on behalf of the Board. Complaints against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board.

For more information, please refer to LCSD Policy: [KL](#) & [KL-AR](#)

## HEALTH

Although the district's primary responsibility is to educate students, the students' health and general welfare is also a major Board concern. The Board believes school programs should be conducted in a manner that protects and enhances student and employee health and is consistent with good health practices. The nurse(s) employed by the district shall be licensed to practice as a registered nurse or nurse practitioner in Oregon and will function as an integral member of the instructional staff, serving as a resource person to teachers in securing appropriate information and materials on health-related topics.

Related Policies:

- Prescription Medications Policy: [JHCDA](#)
- Nonprescription Medication Policy: [JHCD](#)
- Medications Policy: [JHCD/JHCDA-AR](#)

For more information, please refer to LCSD Policy: [JHC](#)

## COMMUNICABLE DISEASES

---

The district shall provide reasonable protection against the risk of exposure to communicable disease for students. Reasonable protection from communicable disease is generally attained through immunization, exclusion or other measures as provided by Oregon law, by the local health department or in the Communicable Disease Guidance published by the Oregon Department of Education (ODE) and the Oregon Health Authority (OHA). Services will be provided to students as required by law.

When an administrator has reason to suspect that a student has or has been exposed to any restrictable disease for which the student is required to be excluded, the administrator involved shall exclude the student from school and if the disease is a reportable disease, will report the occurrence to the local health department. The administrator will also take whatever reasonable steps it considers necessary to organize and operate its programs in a way which both furthers the education and protects the health of students and others.

In cases when a restrictable or reportable disease is diagnosed and confirmed for a student, the administrator shall inform the appropriate employees with a legitimate educational interest to protect against the risk of exposure.

For more information, please refer to LCSD Policy: [JHCC](#) & [JHCC-AR](#)

## FIRST AID

---

In cases of sudden illness or injury to a student or staff member, first aid will be given by school staff. Further medical attention to students is the parents' responsibility, or of someone the parents designate in case of emergency. Each principal is charged with providing for the immediate care of

ill or injured persons within his/her area of responsibility. Staff members shall report self-administered first-aid treatment to an immediate supervisor.

For more information, please refer to LCSD Policy: [EBBA](#)

## PROGRAMS

### ALTERNATIVE EDUCATION PROGRAMS

---

Alternative education programs implemented by the district are to maintain learning options that are flexible with regard to environment, time, structure and pedagogy.

The superintendent or designee will develop alternative education program options in compliance with Oregon Administrative Rules and Oregon Revised Statutes:

- For students who are unable to succeed in the regular programs because of erratic attendance or behavioral problems;
- For students who have not met or who have exceeded all of Oregon's academic content standards;
- When necessary to meet a student's educational needs and interests;
- To assist students in achieving district and state academic content standards;
- When a public or private alternative education program is not readily available or accessible.

For more information, please refer to LCSD Policy: [IGBHA](#) & [IGBHB](#)

### BILINGUAL STUDENTS

---

Students whose primary language is a language other than English will be provided appropriate assistance until they are able to use English in a manner that allows effective, relevant participation in regular classroom instruction. Parents who are not able to use English in a manner that allows effective, relevant participation in educational planning for their student will be provided with relevant written, verbal, or signed communication in a language they can understand.

For more information, please refer to LCSD Policy: [IGBI](#)

### COUNSELING

---

The district's counseling and guidance program focuses on the developmental needs of all students, K-12, based on the Oregon Department of Education's Framework for Comprehensive Guidance and Counseling Programs for Pre-kindergarten through Twelfth Grade. Counselors or principal's designees coordinate the school guidance program and involve all staff members in designing and implementing plans to meet four major goals:

1. Educational Development – Students will develop an education plan and portfolio that utilizes educational opportunities and alternatives consistent with academic standards and their career aspirations;

2. Personal/Social Development – Students will develop appropriate interpersonal and communication skills for a variety of social and work settings; students will develop self-advocacy and decision making skills, and confidence in their own abilities;
3. Career Development – Students in grades K-12 will develop career options consistent with their interests, abilities and values. Career development includes focus on vocation, avocation, family life, and citizenship.
4. Community involvement – Students will demonstrate the importance of making an individual contribution to the community.

For more information, please refer to LCSD Policy: [JJ](#)

---

## EXPANDED OPTIONS PROGRAMS

---

The Board is committed to providing additional options to students enrolled in grades 11 and 12 to continue or complete their education, to earn concurrent high school and college credits and to gain early entry into post-secondary education. The district's Expanded Options Program (EOP) will comply with all requirements of Oregon law (ORS 340) and give priority status to "at-risk" students.

For more information, please refer to LCSD Policy: [IGBHE](#)

---

## HOMELESS STUDENTS

---

Homeless students in the district will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held. A liaison for students in homeless situations will be designated by the district to carry out duties as required by law. The district will ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless. A homeless student will be admitted, in accordance with the student's best interest, to the student's school of origin or enroll the student in a district school in the attendance area in which the homeless student is actually living, unless contrary to the request of the parent or unaccompanied student. Transportation will be provided in accordance with law.

Each homeless student shall be provided with services comparable to services offered to other students, including the following:

- Transportation services; Homeless Students\*\* - JECBD-AR 2-4
- Education services for which the student is eligible, such as:
  - Title I-A;
  - Special education;
  - Programs for English Learners;
  - Career and technical education;
  - Talented and gifted programs.
- School nutrition programs.

For more information, please refer to LCSD Policy: [JECBD](#) & [JECBD-AR](#)

---

## ONLINE LEARNING

---

See Alternative Instructional Programs  
For more information, please refer to LCSD Policy: [IHGA](#)

## STUDENTS WITH DISABILITIES

---

The district implements an ongoing system to locate, identify and evaluate all children birth to age 21 residing within its jurisdiction who have disabilities and need early intervention, early childhood special education or special education services (EI/ECSE). For preschool children the district is responsible for the evaluation(s) used to determine eligibility; the designated referral and evaluation agency is responsible for determining the eligibility of children for EI/ECSE services in accordance with Oregon Administrative Rule (OAR) 581-015-2100.

Related Policies:

- Students with Disabilities – Child Identification Procedures Policy: [IGBA](#) & [IGBA-AR](#)
- Educational Records for Students with Disabilities Policy: [IGBAB/JO](#) & [IGBAB/JO-AR](#)
- Participation in Regular Education Programs Policy: [IGBAE](#) & [IGBAE-AR](#)
- Procedural Safeguards Policy: [IGBAG](#) & [IGBAG-AR](#)
- Evaluation Procedures Policy: [IGBAH](#) & [IGBAH-AR](#)
- Free Appropriate Public Education (FAPE) Policy: [IGBAJ](#) & [IGBAJ-AR](#)

## TALENTED AND GIFTED

---

The district is committed to an educational program that recognizes, identifies and serves the unique needs of talented and gifted students. Talented and gifted students are those who have been identified as academically talented and/or intellectually gifted.

In order to serve academically talented and intellectually gifted students in grades K-12, the district directs the superintendent to establish a written identification process. This process of identification shall include as a minimum:

1. Use of research based best practices to identify talented and gifted students from under-represented populations such as ethnic minorities, students with disabilities, students who are culturally and/or linguistically diverse or economically disadvantaged.
2. Behavioral, learning and/or performance information.
3. A nationally standardized mental ability test for assistance in the identification of intellectually gifted students.
4. A nationally standardized academic achievement test of reading or mathematics or the Smarter Balanced Assessment for assistance in identifying academically talented students. Identified students shall score at or above the 97th percentile on one of these tests. Other students who demonstrate the potential to perform at the eligibility criteria, as well as additional students who are talented and gifted may be identified.

For more information, please refer to LCSD Policy: [IGBB](#) & [IGBBA](#)

## REGISTRATION

## STUDENT FEES, FINES AND CHARGES

---

The Board recognizes the need for student fees to fund certain school activities, which are not sufficiently funded by the district. No student will be denied an education because of his/her inability to pay supplementary fees. No student, however, is exempt from charges for lost or damaged books, locks, materials, supplies, and equipment.

All student fees and charges, both optional and required, will be listed and described annually in the student/parent handbook, or in some other written form, and distributed to each student. Students will be advised of the due dates for such fees and charges as well as of possible penalties for failure to pay them.

Information and notices regarding student fines, fees and charges may also be listed in detail in our registration materials.

**The criteria listed below shall be used in developing budget needs for programs and activities and the fees where a maximum has not been set:**

1. Schools will comply with adopted statutes, specifically Oregon Revised Statute (ORS) 339.141 and ORS 337.150
2. Schools will treat all students fairly and equally, complying with District equity policies.
3. All schools will follow this standard set of procedures for assessing student fees.
4. No fees shall be charged for required and elective courses for which grades and/or credit is earned, even if supplies may eventually become the property of the student.
  - a. Students wishing maximum freedom of creativity, self-expression and personal choice may choose to select and purchase/provide their own supplies.
  - b. Interested students who do not purchase their own supplies should enroll in these courses anyway. Supplies will be made available for them by the school to complete the course requirements.
5. No fee will be charged for required field trips.
6. No fees shall be charged for textbooks that are required in the regular full-time day program.
7. Fee schedules show the maximum fee that may be charged for the specified item/activity. Based on the activity budget and needs of a school, these fees may vary in amount but may not exceed the maximum fee.
8. Towel fees are assessed with the purpose of purchasing locker room towels, operating a washer/dryer on site, and to set aside funds for future replacement of washer/dryers. This fee can only be collected if the school makes towels available to students.
9. Yearbook/Annual fees are assessed on the basis of actual cost to produce an Annual. A budget is prepared which allows for operating costs and future replacement of equipment used in Yearbook/Annual preparation.
10. Lock/hasp and locker fees are assessed to repair and replace equipment.



11. Physical education uniform fees may be charged if the student chooses not to provide his/her own uniform and one is required. Uniforms that could damage or injure property or other students are not permitted.

12. Student Body Activity Card fees are assessed to fund student activities within the school and may not be required for participation in any school activity.

13. A family that believes that payment of school fees/fines creates a severe hardship may request to waive the payment of fees or apply for available "scholarships" when eligible.

<b>Fee Schedule</b>		
<b>Item</b>	<b>Middle School</b>	<b>High School</b>
Admission - Athletic Events		
Adults (Includes District Staff if not working the event)	N/A	\$6.00
Senior Citizens (Age 60+)	N/A	\$3.00
Resident with Student Body Card	N/A	\$1.00
Nonresident Students		
Age 11+	N/A	\$3.00
Age 6-11	N/A	\$1.00
Age 6 and under	N/A	Free
District Staff if Supervising	N/A	Free
Admission - Non Athletic Events	\$20.00	\$20.00
Athletic Participation First sport per season	Paid by LCSD	Paid by LCSD
Athletic Participation Additional sport per season \$500 Annual Family Maximum	\$100	\$125
Career/Technical Ed (CTE) Class Fee	\$5.00	\$5.00
Lock Fee	Actual Cost	Actual Cost
Locker Fee	\$5.00	\$5.00
Physical Education (PE) Uniforms	Actual Cost	Actual Cost
Planners (Fee only if not required)	Building Sets Amount	Building Sets Amount
Student Body Activity Card	\$10.00	\$15.00
Technology Fee	\$15.00 Includes Elementary	\$15.00

Towel Fee	\$5.00	\$5.00
Yearbook or Annual	Building Sets Amount	Building Sets Amount

Equipment & Textbook Damage Fines Schedule		
Item	Damage	Fee
Chromebook	Total loss Bent frame Missing or removed parts (not keyboard keys)	\$100
Chromebook	Not recovered after withdrawal	\$100
Chromebook	Multiple parts destroyed	\$100
Chromebook	Broken screen Cracked LCD	\$50
Chromebook	Keyboard Removed Keys	\$50
Chromebook	Lost/Stolen	\$100
Charging Cord (1st offense)	Lost Charger Broken Charger	Replace Charger
Charging Cord (2nd offense)	Lost Charger Broken Charger	Replace Charger plus \$35 fee
Textbook	Writing/Marking Page	\$1 per page up to replacement cost
Textbook	Damaged Spine	\$15 if repairable
Textbook	Missing Pages	Replacement Cost
Textbook	Lost Book	Replacement Cost
Textbook	Damaged beyond repair	Replacement Cost

For more information, please refer to LCSD Policy: [JN](#)

## TRANSFER POLICY

The following procedure will govern consideration of a request by a student who resides within district boundaries and who is requesting district approval for a transfer to attend school in another district:

- A parent will request the release of their student by completing the appropriate district form; 2. The completed form must be submitted to the district office;
- The Board chair, superintendent or designee will grant or deny the request for release according to established Board policy criteria and notify the parent in writing of the decision within 15 calendar days;
- If the release is granted by mutual consent of the resident and nonresident districts, the resident district will make necessary arrangements for the transfer of the student's education records;
- The superintendent's decision is final.

For more information, please refer to LCSD Policy: [JECF-AR](#)

## STUDENT RIGHTS & RESPONSIBILITIES

The Board has the responsibility to afford students the rights that are theirs by virtue of guarantees offered under federal and state constitutions and statutes. In connection with these rights are responsibilities that must be assumed by students. For more information, please refer to LCSD Policy: [JF/JFA](#)

Among these student rights and responsibilities are the following:

- Civil rights — including the rights to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others;
- The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school;
- The right to due process of law with respect to suspension, expulsion and decisions which the student believes injure his/her rights;
- The right to free inquiry and expression; the responsibility to observe reasonable rules regarding these rights;
- The right to privacy, which includes privacy with respect to the student's education records.

For more information, please refer to LCSD Policy: [KAB](#) & [KAB-AR](#)

## ASSEMBLY OF STUDENTS

Students in the district shall have an opportunity to meet during school hours on school property, provided such meetings do not disrupt the orderly operation of the school or violate the rights of other students or staff. Students shall request permission of the principal or designee for organized and/or scheduled meetings prior to the meeting and if approved, the time, place, and supervision shall be designated.

## STUDENT DRESS CODE

### Dress Code Philosophy:

Lincoln County School District's student dress code supports equitable educational access and is written in a manner that does not reinforce stereotypes. To ensure effective and equitable

enforcement of this dress code, school staff shall enforce the dress code consistently and in a manner that does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

#### **Our Values:**

- All students should be able to dress comfortably for school and engage in the educational environment without fear of or actual unnecessary discipline or body shaming.
- All students and staff should understand that they are responsible for managing their own personal “distractions” without regulating individual students’ clothing/self-expression.
- Teachers should focus on teaching without the additional and often uncomfortable burden of dress code enforcement.
- Student dress code enforcement should not result in unnecessary barriers to school attendance.
- Reasons for conflict and inconsistent discipline should be minimized whenever possible.
- Consistent expectations for the dress code and equitable enforcement of the dress code.

#### **Dress Code Goals:**

- Maintain a safe learning environment in classes where protective or supportive clothing/footwear is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/leotards), PE (athletic attire/shoes), or CTE (close toed shoes, hair net, etc.).
- Allow students to wear clothing of their choice that is comfortable and within the requirements of the dress code.
- Allow students to wear clothing that expresses their self-identified gender.
- Allow students to wear religious attire without fear of discipline or discrimination.
- Prevent students from wearing clothing or accessories with offensive images or language, including profanity, hate speech, and pornography.
- Prevent students from wearing clothing or accessories that denote, suggest, display or reference alcohol, drugs, or related paraphernalia or other illegal conduct or activities.
- Prevent students from wearing gang-affiliated clothing or paraphernalia.
- Ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size.

For more information, please refer to LCSD Policy: [JFCA](#) & [JFCA-AR](#)

## **ELECTRONIC DEVICES (PERSONAL)**

---

Student may possess a personal electronic device with certain restrictions. Personal electronic devices shall not be used in a manner that disrupts the educational process, school programs or activities, or in a manner that violates law, Board policy, administrative regulation or school rules.

For more information, please refer to LCSD Policy: [JFCEB](#) & [JFCEB-AR](#)

## **ELECTRONIC DEVICES (SCHOOL)**

---

Lincoln County School District provides an electronic communication system for the advancement and promotion of learning and teaching. LCSD students will:

- Receive education about appropriate online behavior, including cyberbullying awareness and response, and how to interact with other individuals on social networking and social media websites and in chat rooms;
- Complete and sign an agreement to abide by the district's electronic communications policy and administrative regulations;
- Be subject to discipline up to and including expulsion and/or revocation of district system access up to and including permanent loss of privileges for violations of policy.

For more information, please refer to LCSD Policy: [IIBGA](#), [IIBGA-AR](#) & [JFC-AR](#)

## **FREEDOM OF EXPRESSION**

---

Students have a general right to freedom of expression within the school system. The district requires, however, that students exercise their rights fairly, responsibly and in a manner not disruptive to other individuals or to the educational process. These rights include Freedom of Student Inquiry and Expression, Freedom of Association, and Student Publications, Displays and Productions.

For more information, please refer to LCSD Policy: [IB](#)

## **STUDENT SEARCHES**

---

District officials may, subject to the requirements below, search a student's person and property, including property assigned by the district for the student's use. Such searches may be conducted at any time on district property or when the student is under the jurisdiction of the district at school-sponsored activities.

All student searches conducted by the district shall be subject to the following requirements:

- The district official shall have individualized, "reasonable suspicion" based upon specific and articulated facts to believe that the student personally poses or is in possession of some item that poses an immediate risk or serious harm to the student, school officials and/or others at the school;
- The search shall be "reasonable in scope." That is, the measures used are reasonably related to the objectives of the search, the unique features of the official's responsibilities, and the area(s) which could contain the item(s) sought and not excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction.

Routine inspections of district property assigned to students may be conducted at any time.

For more information, please refer to LCSD Policy: [JFG](#) & [JFG-AR\(1\)](#)

## **USE OF RESTRAINT OR SECLUSION**

---

Restraint or seclusion may not be used for discipline, punishment, retaliation or convenience of staff, contractors, or volunteers of the district. Restraint may be imposed on a student in the district only under the following circumstances:

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

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

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

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

For more information, please refer to LCSD Policy: [JGAB](#) & [JGAB-AR\(1\)](#)

## TRANSPORTATION

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

For more information, please refer to LCSD Policy: [EEA](#)

## BUS SAFETY PROGRAM

---

Instruction in school bus safety and emergency evacuation procedures and behavioral expectations is provided yearly for all students. This instruction includes:

- Safe school bus riding procedures, including but not limited to loading, unloading, crossing etc;
- Use of emergency exits and evacuation of the school bus in case of emergency, including participation in actual evacuation drills;
- Instruction on the bus behavioral expectations.

For more information, please refer to LCSD Policy: [EEAC](#)

## BUS SCHEDULES AND ROUTES

---

Actual bus stops and routes will be determined in cooperation with the transportation provider and will be based upon efficiency, safety, Board policy and applicable state and federal laws and rules. The determination of safe roads for school bus travel will be made in cooperation with the transportation provider. Bus schedules and routes will be published at registration and updated as needed throughout the year.

For more information, please refer to LCSD Policy: [EEAB](#)

## **STUDENT CONDUCT & DISCIPLINE ON BUSES**

---

While riding the school bus, a student's conduct will be subject to all LCSD policies and rules, including the Student Code of Conduct (See Board Policy [JFC-AR](#)) and Student Conduct on School Buses (See Board Policy [EEACC](#)). Expectations for student conduct on school buses will be posted in a conspicuous place in all buses.

Penalties and disciplinary procedures for violations of bus expectations are included in the Student Code of Conduct (See Board Policy [JFC-AR](#)) and may also include suspension and/or expulsion from district-approved transportation services. "Suspension" means any disciplinary removal, other than expulsion, for up to 10 school days. "Expulsion" means any disciplinary removal beyond 10 school days up to one calendar year.

For more information, please refer to LCSD Policy: [EEACC-AR](#)

## **VIDEO CAMERAS ON TRANSPORTATION VEHICLES**

---

Video cameras may be used on district transportation vehicles transporting students to and from curricular and extracurricular activities. The district will comply with provisions of state and federal law regarding education record requirements including the Family Educational Rights and Privacy Act and the Individuals with Disabilities Education Act as applicable to the district's use of video recordings.

For more information, please refer to LCSD Policy: [EEACCA](#) & [EEACCA-AR](#)

## **STUDENT VEHICLE USE**

---

All students who drive vehicles to school are subject to parking and driving rules developed by the principal. Parking privileges, including driving on district property, may be revoked by the principal for violations of Board policies, administrative regulations or school rules.

Except in unusual circumstances, when transportation to an event is provided by the district, student participants shall not be transported in any other manner. If unusual circumstances do exist: Patrons and staff members may use their privately-owned vehicles to transport students to a school-sponsored event when the principal has given written permission prior to the event and all precautions have been addressed.

Students may, at times, be permitted to transport themselves in their private vehicles to co-curricular activities when the principal has given permission prior to the co-curricular activity. Participation in the co-curricular activity is voluntary and Lincoln County School District is not always

directly supervising, controlling, providing the student's transportation. All applicable precautions must be addressed. Students may only provide transportation for themselves (no passengers) to any co-curricular activity within the school day. The Co-Curricular Permission Form and the Co-Curricular Activity List must be used as parent/guardian notification of co-curricular activities.

For more information, please refer to the following policies:

- a. [JFC-AR](#): Student Code of Conduct
- b. [JHFD](#): Student Vehicle Use
- c. [JFG](#) & [JFG-AR](#): Student Searches
- d. [EEAE](#) & [EEAE-AR\(1\)](#): Student Transportation in Private Owned Vehicles

## VISITORS

The Board encourages parents and other district citizens to visit the school and classrooms to observe the work of students, teachers and other employees. Such visitations should be prearranged. To ensure that no unauthorized persons enter a school, all visitors will report to the school office when entering and will receive authorization to visit elsewhere in the building.

For more information, please refer to LCSD Policy: [KK](#)

## VOLUNTEERS

Lincoln County School District is blessed with an abundance of volunteers who bring their enthusiasm, great ideas, and expertise into our schools each day. Parent, grandparent and community volunteers have long been important figures in our schools. Sharing their time and talents with students. Lending a helping hand to teachers and school staff. Our volunteers help in countless ways!

To volunteer in our schools, you must fill out an online application, pass a criminal background check, and successfully complete the online [SafeSchools](#) training course.

Visit or call your neighborhood school today to find out how you can become a valuable member of the LCSD Volunteer Team!

For more information, please refer to LCSD Policy: [IICC-AR](#) or [District Website](#)



- The End -



#### 9.a.2. Accept/Reject Site Council Rosters

**Taft High**

Nick Lupo  
Summer Skalicky  
Zach Lillebo  
Counselors: Robb Ellis, Amy Fraiser, Krista Owen  
Teacher: Martin, Feldman, Ahumada  
Classified: Gaspar, Janet, Duncan  
Parent: Liz Francis, Open  
Student: Kimberly Alcaraz - ASB Executive President

**Oceanlake Elementary**

Mary Pitcher  
Molly Brooks  
Lindsay Pierce  
Cassie Dixon  
Susan O'Leary

**Taft Elementary**

Becca Bostwick- Principal  
Andrea McDonald- Certified Staff  
Teri Kimberling- Classified Staff Member  
Jessica Maldonado- Parent Rep  
Allyson Longueira- Parent Rep  
Crystal Bowman- Parent Rep  
Amy Jones- Parent Rep

**Newport High School**

Reyna Mattson (Administrator)  
Melinda Dye (Classified)  
Helyn Layton (Parent)  
Liz Martin (Community Member)  
Tracy Crews (Community Member)  
TBD Student,  
Tina Watanabe (parent)  
TBD Teacher (the previous teacher is no longer at NHS)

**Newport Middle**

Aaron Belloni (Principal)  
PJ Collson (Teacher)  
Dana Spink (Teacher)  
Kendra Wiles (Classified)  
Michelle Mercer (Parent)  
Katie Bighill (Parent)  
Tammy Moore (Parent)  
OPEN Parent Position

**Same Case Elementary**

1. Marty Perez-Principal  
2. Deborah Gwynn-Certified Staff (Reporter/Recorder)  
3. Kelsey Ingalls (Parent Representative)  
4. Anali Yañez: Classified Staff Member

**Yaquina View Elementary**

Administrator: Kristin Becker  
Licensed: OPEN  
Classified: OPEN  
Parent: Ashley Bixler  
Parent: Lance Vanderbeck

**Compass K-12 Online School**

TBD

**Toledo Jr/Sr**

Brent Belveal  
Kathy Beyer  
Chloe Minch  
Cory McAlpine  
Jade Loper  
Charlie Cyphert  
Jamie Nicholson  
Heather Mann  
Sandi McAlpine

**Toledo Elementary**

Liz Postlewait-Principal  
Janna Limbert-Assistant Principal  
Leah Eller (Vice Chair / Secretary)  
Gwenn Marinwood-Certified (Secretary Sub)  
Melissa Cairney-Classified  
Jennifer Hamilton - Classified  
Victoria Basingwaite - Parent  
Alissa Lane-Keene – Parent  
Alma Baxter - Parent

**Waldport Middle/High**

Amy Skirvin  
Philip Reed  
Stephen Browne  
Sharon Bliss  
Kevin Greenwood  
Kerry Morgan

**Crestview Heights Elementary**

<u>Mike Gass</u>	<u>Principal</u>
<u>Sandi Battles</u>	<u>Assistant Principal</u>
<u>Julie Anderson</u>	<u>Teacher</u>
<u>Liz Ulmer</u>	<u>Teacher</u>
<u>Cristal Arden</u>	<u>Teacher</u>
<u>Tandi Smallwood</u>	<u>Classified</u>
<u>Samantha Smith</u>	<u>Parent</u>
<u>Michelle Severson</u>	<u>Parent</u>
<u>Kristi Anderson</u>	<u>Teacher</u>
<u>Katie Duzik</u>	<u>Parent</u>
<u>Cary Fitzgerald</u>	<u>Parent</u>
<u>Morgan Kilduff</u>	

9.a.3. Toledo Swimming Co-Op - Majalise Tolan

10. Items of Information & Discussion

10.a. Teaching & Learning

10.a.1. Brief Professional Development Update- Dr. Katie Barrett &  
Majalise Tolan

10.b. Human Resources

10.b.1. HR Update September 2022



### New Certified Hires

77 new hires include service coordinators, music teachers, special educators, and counselors



### Classified

Still in a staffing shortage in every building including bilingual staff and Special Education support staff



### Training

August included: teacher and administrator orientation, All Admin, CEL, safety, Synergy, Special Education, Danielson

# LCSD HR Update 2022

PERSONNEL AND GYO



### GYO to Hire

21 of our 77 new certified hires were classified employees, subs, or previous students and 18 of 77 are considered diverse



### 2022-2023

Oregon Department of Education funded \$350k for continued education for our classified and staff without degrees



### HB 4030

Oregon Department of Education funded \$667k for recruitment and retention efforts for bilingual staff, hard to fill, and specialized professional development

10.c. Facilities & Maintenance/Transportation/Food Services

10.c.1. Summer 2022 Projects Update - Rich Belloni

# SUMMER 2022 PROJECT

## TOHS

- Install Vestibule
  - County Permit
  - Cut (2) 4x4 holes in entry wall
  - Window
  - Install steel frame designed by engineer
  - Sheetrock and paint walls
  - Install wiring camera screen for (2) doors to let public in
- Remodel Office
  - Add principal office
  - Whiteboard
  - Remove wall for VP old office
  - New countertops
  - New LED lighting
  - Repaint
  - Redo T-Bar ceiling
  - New carpet
  - Old computer room now HELP (staffing 3 advocates)
  - Install VCT all rooms that had abatement done except the staffroom.
  - staff/culinary will continue to be worked on when school starts. ETA should be mid Nov 2022
  - Asbestos removal July -.Rm 254, 256, 258 staff room and 238
  - Daktronic Sign - Mid Sept
  - Help Center
    - Partitions -installed
    - Phone Line & Tech to each cubicle

## TOES

- Sound system in cafeteria - ½ paid by food & ½ paid by F & M
  - Speechers
  - Mic
  - Brian Timmie fixed projector in cafeteria
- New cafeteria tables - Mid sept
- Music room cabinets
  - Coming mid Sept

## WHS

- Install vestibule
  - Move interior door to hall
  - Add wiring for (2) doors camera screens
- Media Center
  - Division of media area for (2) offices
  - Help partition (staffing 2 advocates)

# SUMMER 2022 PROJECT

## CVH

- Projector for cafeteria - on order
- Sound system in cafeteria - ½ paid by food & ½ paid by F & M
  - Speakers
  - Mic
- New cafeteria tables - paid by food
  - 10 will be here 8/26/2022 and 6 will be here 9/1
- Storage for speech teacher - New Cabinets
- Music Room
  - New carpet music room - 1350 Sq.Ft.
  - New Cabinets Instrument storage band room

## SC

- Room upgrade
  - New cabinets and counters for rooms 33,35,36
  - Last rooms to be upgraded
  - Take out old cabinets
  - Install new cabinets
  - Install new sinks
  - Paint rooms
  - Installed (2) breakout room in room 15
- New Synthetic Field - paid for by City of Newport
  - Level field
  - Retaining wall on 3 sides of the field
  - Install 1000 LF. Of 6" drain pipe
  - Fabric for base of field
  - Rock field 6" depth to grade
  - Fence play area
  - Move swings
  - Poles for nets at 3 locations
  - New synthetic turf

## NMS

- Kitchen remodel - big job time consuming
  - Paint over mural
  - City permit
  - Move hood
  - Make room for new 10x12 freezer (freezer ordered, lead time is 1 year)
  - Cut out 20x8 at front wall
  - Installed steel frame designed by engineer
  - Installed stainless steel roll up door at front wall
  - Move walk in door
  - Sheetrock areas disturbed
- Basketball Backboards - side courts - changed to glass (NMS paid)



# SUMMER 2022 PROJECT

## NMS -Cont.

- Play shed - close in make useable for PE - will be close to completion for start of school
  - New garage doors - 2
  - Walk-in door
  - Sprinklers - Omlid & Swinney
  - Heaters

## NHS

- Install Vestibule
  - City permit
  - Re concrete area to meet handicap code
  - New step and ramp for stainless steel handrails to code
  - Take out window to south/framedown/move door to east to west
  - New steps and ramp
- Office Remodel
  - City permit
  - Tear out secretary office out
  - New counter and work space throughout
  - Repaint area
- Grandstand
  - Concrete indoor to north out of shop
  - To be done in sept. siding on wall of art room and shop before the rain starts
  - RK construction to build foundation
  - Install grandstands in Feb. ready to use in Mar. for track/ district to work on building under grandstands Mar-Aug ready for soccer and football 2023
  - Tearout north wall of art room and ceiling
  - Instal 2hour fire wall and ceiling
  - Put cabinets back in

## YV

- Sound system in cafeteria -
  - Speakers
  - Mic
- Projector for cafeteria - on order
- Gym -
  - Permit took 7 months
  - District will do the plumbing and electrical for bathroom area
  - Projected to be complete by spring break 2023
  - Stub out sewer and water for new gym bathrooms
  - Conduit to move meter base
  - LCSD to install storm drainage south area complete. Northside to be done in Oct. after crane is gone

# SUMMER 2022 PROJECT

## YV -Cont.

- LCSD to run new conduit for power from new transformer to new electrical room by gym
- Temp fire escape
  - 2 exits signs
- Temp bathrooms
  - 2 hall bathrooms
- Move unit ventilator room #16
  - Cut hole concrete wall
- Moved SPED room
  - Add electrical
  - Time Out room
  - Moved bathroom door
- Stub out sewer

## TAHS

- Daktronic sign - Dec.
- Boilers (huge project)
  - Arrived 8/25/2022
  - Installation - just about complete
  - Working on rebate forms SB1149 and Energy Trust
  - Recycled old boilers
- Hot water heaters -
  - Moved from upstairs to boiler room
  - (3) 100 gallon hot water heaters, (1) 14 gallon thermal expansion tank and (1) 16.5 gallon thermal expansion tank, (2) 175 gallon installed storage tanks
  - Insulate water pipe - not yet complete
  - Tanks out of upstairs no more ceiling leaks
- Handicap parking and entry to grandstands
  - Have permit could not get a contractor
  - Plan to complete this winter
- Install vestibule
  - Wire (2) door with push buttons
  - Cut hole in wall for service
  - Installed new cabinetry for staff
  - 4x4 roll up door with fusible link
  - Paint area
- Carpet to tile
  - Carpet out - tile in (1) room upstairs
- Forestry building/permit
  - Permit issued
  - Temp portable delivered
  - Electrical and plumbing to portable

# SUMMER 2022 PROJECT

## TAHS -Cont.

- Site rocked
  - Compact and leveled
  - Dig footing
  - RK Construction was awarded foundation
- Media cabinets moves
  - Moved cabinet around in media center

## TAES

- (3) room carpet to tile Rm # 27,28,29
- Finish skinning classroom door - 14 left (1 metal)
  - (2) done this summer (12) to go
- Music room cabinets
  - Arriving 9/7/2022

## Holly Farm

- Stabilization
  - 11,475 Lf of Jute
  - 11,025 staples
  - 275 stakes
  - 120 waddles
  - 900 ft of silt fencing
  - 10 straw bales
  - 240 ft 15" culvert pipe
  - 3 sediment guard
  - 40 bags of 50lbs seed
  - Hydroseed 10 ac late Sept

## Arcadia

- Painted - visible area in front - just for looks
- Gym roof - complete
  - Main building left to roof
- POD B
  - Moved Compass Online 6/27/2022
  - Remodel classrooms
  - More remodeling this winter
  - Phone lines system and Tech wiring installed
  - New entry door from south

10.d. Board

10.d.1. Public Comment (This time is reserved for general public comment to the Board)

10.d.2. Student Reports at School Board Meetings

10.d.3. Board membership on District Equity Team

10.d.4. Oregon School Board Association Conference- November 2022

10.e. Other

10.e.1. Reminders/Announcements

10.e.1.i. September Work Session will be on the 20th at 4:30

10.e.1.ii. October Work Session will be with OCCC on the 25th at OCCC's Newport Campus

10.e.1.iii. Book Study - Fearless Schools chap. 2 by Sept. Work Session

10.f. Adjournment

## **Board Strategic Goals 2020-2025**

**GOAL ONE:** Demonstrate High Expectations For Student Achievement By Supporting an Equitable Education Framework. ALL LCSD students will demonstrate continuous academic and behavioral growth and achievement as demonstrated by the indicators. LCSD will strive to create equitable classrooms across the district within a framework of excellence in education.

**GOAL TWO:** LCSD is a Convener and Influencer of City, County and State Education and Economic Policies. LCSD will convene at least one countywide partnership gathering per year in order to connect Lincoln County elected people, organizations, and agencies in order to create partnerships that benefit our students and families throughout the community.

**GOAL THREE:** LCSD will provide for the Health and Welfare of our Facilities. LCSD will continue to assess, monitor, and enhance all of its facilities and grounds such that every school is warm, safe and welcoming to all students, families and communities and learning experiences are supported in the healthiest environments possible.

**GOAL FOUR:** LCSD will Identify the Need and Development of a LCSD Foundation (501 c 3). LCSD will investigate the development of a LCSD Foundation for the purposes of creating a funding source for valued activities we currently cannot pay for through the general fund such as art, music, theater, middle school athletics, some field trips, and other items desired by our teachers and staff. Feasibility, costs and sustainability will be investigated.

**GOAL FIVE:** Enhanced Communications and Community Engagement. LCSD will enhance the ways in which it communicates with community stakeholders and increase the engagement of various community groups by connecting schools, families, and partners countywide.

### **Lincoln County School District Equity Team Land Acknowledgement Statement**

We ask that you take a moment to stop what you are doing, to listen to these words as we recognize the land that we currently inhabit. No matter where each of us is physically located in Lincoln County, we must understand that we are on traditional homelands and unceded territories of indigenous peoples. Where we live in Lincoln County, these are the ancestral homelands for the Confederated Tribes of Siletz Indians.

Lincoln County School District acknowledges the Confederated Tribes of Siletz Indians that consists of over 30 bands originating from Northern California to Southern Washington. The Confederated Tribes of Siletz Indians currently occupy and manage 9,310 acres located here in Lincoln County but is a mere fraction of their original 1855 1.1 million-acre Siletz coastal reservation. We must remember the people of the Confederated Tribes of Siletz Indians are and will forever be the first stewards of this land, water, and fish.

We acknowledge and recognize the continued sovereignty of the Confederated Tribes of Siletz Indians and honor their ancestral homelands. We are committed to bringing awareness to their history and the existence of the Confederated Tribes of Siletz Indians since time immemorial.