

Agenda

Wednesday, March 12, 2025 7:00 PM

Winston-Dillard School District, 620 NW Elwood St, Winston, OR 97496

1. **Call To Order**

2. **Pledge of Allegiance**

3. **Roll Call - Establishment of a Quorum**

4. **Superintendent Awards - Secondary**

4.A. Douglas High School - Brenna Gunn

4.B. Winston Middle School - Diego Valle

5. **DHS Student Report**

6. **INTERMISSION**

7. **SUPERINTENDENT REPORT**

7.A. Enrollment and Updates

7.B. Community Engagement Update

8. **Directors Report**

9. **ITEMS OF DISCUSSION**

9.A. 2025-26 District Calendar 1st Reading

9.B. OSBA Recommended Policy Updates

9.B.1. Policy IKJ: Artificial Intelligence -
1st Reading

9.B.2. Policy GBNA/JHFF Suspected Sexual
Conduct with Students 1st Reading

9.B.3. Policy GCAA: Standard for Competent &
Ethical Performance of Oregon Educators 1st
Reading

9.B.4. Policy JHFF/GBNA Suspected Sexual
Conduct with Students 1st Reading

9.C. Field Trip Requests

10. **ADOPTION OF CONSENT AGENDA**

10.A. Financial Statement

10.B. Minutes

10.B.1. Regular Session February 12, 2025

10.C. Personnel

10.C.1. Approve employment for Shilo Hester, MES
Child Development Specialist effective February
26, 2025.

10.C.2. Approve employment for Kyle Micken, Food
Service Director effective March 17, 2025.

10.C.3. Accept resignation from Shannon
Hoshowski, MES 4th Gr. Teacher effective February
18, 2025.

10.C.4. Accept resignation from James Stever, WMS
SpEd Teacher effective June 13, 2025.

10.D. Donations

10.D.1. Thank you from WSD to SOCO Coffee for 3
bags of coffee valued at \$48 toward gift basket
for upcoming job fair

10.D.2. Thank You from WSD to Abacela Winery for
wine approximate value of \$147.00 to fill gift
basket for upcoming job fair.

10.D.3. Thank you from DHS to Jackson Street
Provisions for donation to Baseball program in
the amount of \$500.00.

10.E. Recommended Inter-District Student
Transfers for 2024-25 School Year

10.F. Adoption of Consent Agenda Motion

11. ACTION ITEMS

11.A. DHS CTE Work Area Paving - High School
Success Grant/M98 Funds

11.B. OSBA Recommended Policy Updates 2nd
Reading

11.C. Vestibule: Lookingglass Elementary School
- COPS Grant and Capital Projects

11.D. Vestibule: McGovern Elementary School -
COPS Grant and Capital Projects

11.E. Resolution 2024-25-4 Special Education
Stipends - Special Revenue Funds

11.F. Resolution 2024-25-5 Secure Rural Schools
Act

12. COMMUNICATIONS

13. FOR THE GOOD OF THE ORDER

14. ADJOURNMENT

15. UPCOMING

15.A. Regular Session at WSD District Office
Board Room on April 9, 2025 at 7:00 pm.

Winston-Dillard School District Student Enrollment 2024-25									
Grade Level	3/8/2024	Head Ct.	9/9/2024	10/4/2024	11/8/2024	12/6/2024	1/3/2024	2/7/2025	3/7/2025
K	92			99	99	99	98	101	98
1	89			88	89	89	90	90	93
2	105			88	89	90	89	85	86
3	97			103	105	107	106	106	107
4	104			101	99	98	97	98	98
5	108			109	105	106	104	101	102
Elem School Total	595	571		588	586	589	584	581	584
6	89			104	106	106	106	107	108
7	106			97	98	98	95	94	96
8	91			111	110	110	111	111	110
Middle School Total	286	308		312	314	314	312	312	314
9	87			95	94	91	89	90	89
10	119			92	87	86	86	83	83
11	72			97	101	100	98	96	96
12	56			76	73	70	70	69	70
DAS	71	47		45	45	47	46	51	48
High School Total	405	367		405	400	394	389	389	386
Total Enrollment	1286	1246		1305	1300	1297	1285	1282	1284
2/7/2025									
Elementary Schools	PK	K	1	2	3	4	5	DAHS	
McGovern - 233	0	0	0	0	80	80	73	9	1
Brockway - 223(PK 277)	54	82	73	68	0	0	0	10	5
Lookingglass -125(PK143)	18	19	17	17	26	18	28	11	24
Total	72	101	90	85	106	98	101	12	18
2/7/2025									
Elementary Schools	PK	K	1	2	3	4	5	Total	
McGovern -235	0	0	0	0	81	80	74	48	
Brockway - 225(PK279)	54	80	76	69	0	0	0		
LES -124 (PK 142)	18	18	17	17	26	18	28		
Total	72	98	93	86	107	98	102		

Winston-Dillard School District

Calendar 25-26

DRAFT 7

July 18

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

August 4

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

September 18

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

October 17.5

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

November 12.5

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

December 12

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

January 15

M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

February 15

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

March 14

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

April 18

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

May 15

M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 7

M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

	School Closed
	Holidays
	Winter Break
	Spring Break
	Inservice Days
	Teacher Work Days
	Conferences
	All District Training Day

First and Last Days

New Staff Orientation	8/11 - 8/15
First Staff Day	8/18
Last Teacher Day	6/12
First Student Day	8/25
Douglas High Graduation	6/6
Last Student Day	6/10

Holidays

Fourth of July	7/4
Labor Day	9/1
Veteran's Day	11/11
Thanksgiving	11/27
Christmas Day	12/25
New Year's Day	1/1
Martin Luther King Day	1/19
President's Day	2/16
Memorial Day	5/25

Winter Break	12/22-1/2
Spring Break	3/23-3/26

Elementary Soft Start Days

8/25, 8/26 & 8/27 - Elementary Only

Conferences

11/6 All Grades K-12- Early student release
Grades K-12 -Afternoon, Evening conferences

11/7 Grades K12 - Morning conferences

4/9 Grades K-12 Early student release
Grades K-12 -Afternoon, Evening conferences
4/10 Grades K-12 Morning conferences

Teacher Work Days

8/20, 8/21, 10/24, 1/16, 4/3, 6/11, 6/12

Inservice Days

8/18,8/19, 9/12 (All district training day), 9/26, 10/10, 11/21, 12/12, 1/9, 2/20, 3/6, 5/8

End of Quarter

1st Quarter ends October 23 (36 days)
2nd Quarter ends Jan 15 (36.5 days)
3rd Quarter ends April 2 (38 days)
4th Quarter ends June 10 (37.5 days)

School Days = 148

BOARD APPROVED: DRAFT

OSBA Model Sample Policy

Code: IKJ
Adopted:

Artificial Intelligence

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

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

Independent Student Use

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

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

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

Student Use as Part of Class

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

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

Staff Use

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

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

Staff Professional Development

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

FERPA and Confidentiality

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

Violations

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

END OF POLICY

Legal Reference(s):

ORS 332.107

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

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

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

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

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

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

OSBA Model Sample Policy

PLEASE REVIEW

Code: GBNAA/JHFF
Adopted:

Suspected Sexual Conduct with Students and Reporting Requirements *

~~Required policy. ORS 339.372 establishes the requirement for boards to adopt policy on suspected sexual conduct.~~

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

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

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

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

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

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

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

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

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

TITLE IX COORDINATOR

Any district employee ~~[{⁶}, contractor, agent or volunteer]~~ who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the ~~[{⁷}]~~ designated licensed administrator or the ~~[alternate designated licensed administrator]~~, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy GBNAB/JHFE – Suspected Abuse of a Child Reporting Requirements.

BUILDING PRINCIPAL

If the superintendent is the alleged perpetrator the report shall be submitted to the ~~[insert {⁸}]~~ designated licensed administrator position title ~~]~~ who shall report the suspected sexual conduct to the Board chair.

TITLE IX COORDINATOR

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

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

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

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

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

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee,

⁶ {The following language in brackets, i.e., [contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

⁷ {ORS 339.372 requires the district to have a policy that designates the licensed administrators and requires the district to post the names and contact information of the designees in the respective school building. A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

⁸ {A “licensed administrator” is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

contractor or agent engaged in sexual conduct. Nothing in this policy prevents the district from disclosing information required by law or providing the routine transmission of administrative and personnel files pursuant to law.

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

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

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

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

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

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

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 339.370 - 339.400](#)

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

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

House Bill 4160 (2024).

OSBA Model Sample Policy

PLEASE APPROVE

Code: GCAA
Adopted:

Standards for Competent and Ethical Performance of Oregon Educators

Application of Rules

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

Definitions

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

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

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

“Sexual conduct” does not include:

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

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

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

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

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

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

The Competent Educator

The teacher or administrator demonstrates a commitment to:

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

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

Curriculum and Instruction

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

The competent teacher demonstrates:

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

The competent administrator demonstrates:

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

Supervision and Evaluation

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

The competent teacher demonstrates:

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

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

The competent administrator demonstrates:

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

Management Skills

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

The competent teacher demonstrates skills in:

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

The competent administrator demonstrates:

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

Human Relations and Communications

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

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

The competent teacher demonstrates:

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

The competent administrator demonstrates:

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

The Ethical Educator

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

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

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

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

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

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

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

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

END OF POLICY

Legal Reference(s):

OAR 584-020-0000 - 0035

House Bill 4160 (2024).

OSBA Model Sample Policy

PLEASE APPROVE

Code: JHFF/GBNAA
Adopted:

Suspected Sexual Conduct with Students and Reporting Requirements *

{Required policy. ORS 339.372 establishes the requirement for boards to adopt policy on suspected sexual conduct.}

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

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

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

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

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

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

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

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

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

Any district employee^{6}, contractor, agent or volunteer^{7} who has reasonable cause to believe that a student has been subjected to sexual conduct by another district employee, contractor, agent or volunteer, or that another district employee, contractor, agent or volunteer has engaged in sexual conduct with a student shall immediately report such suspected sexual conduct to the^{7} designated licensed administrator^{7} or the alternate designated licensed administrator^{7}, in the event the designated administrator is the suspected perpetrator, for their school building. If the conduct also constitutes child abuse, the employee must make mandatory reports in accordance with Board policy JHFE/GBNAB – Suspected Abuse of a Child Reporting Requirements.

BUILDING PRINCIPAL

TITLE IX COORDINATOR

If the superintendent is the alleged perpetrator the report shall be submitted to the^{8} designated licensed administrator position title^{8} who shall report the suspected sexual conduct to the Board chair.

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

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

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

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

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

A district employee, contractor or agent will not assist another district employee, contractor or agent in obtaining a new job if the individual knows, or has reasonable cause to believe the district employee,

⁶ {The following language in brackets, i.e., [contractor, agent or volunteer], is optional language for the district to consider including. If the language is kept, the district must make these groups aware of the policy and its administrative regulation and their responsibilities under both. This may also be included in contracts with agents and contractors and include reference to this policy.}

⁷ {ORS 339.372 requires the district have a policy that designates the licensed administrators and requires the district to post the names and contact information of the designees in the respective school building. A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

⁸ {A "licensed administrator" is a person employed as an administrator by the district and holds an administrative license issued by TSPC or may be a person employed by the district that does not hold an administrative license issued by TSPC if the district does not require the administrator to be licensed by TSPC.}

FIELD TRIP REQUESTS

March 12, 2025

DATE	SCHOOL	CLASS/GROUP	TRAVELING TO
3/1/2025	DHS	ETS/UPWARD BOUND	PORTLAND - PACIFIC AND GEORGE FOX UNIV CAMPUS TOURS
3/3/2025	DHS	FFA	SUTHERLIN FAMILY CHURCH - SPEAKING EVENT
3/4/2025	MES	VISUALLY IMPAIRED (3)	MEDFORD ROGUE ROCK GYM THROUGH SOESD
3/11/2025	DHS	ETS/UPWARD BOUND	ASHLAND - SOUTHERN OREGON UNIVERSITY TOUR
3/12/2025	DHS	CHEER	WMS - RECRUITING
3/15/2025	LES/WMS	BATTLE OF THE BOOKS	COOS BAY, OR - MARSHFIELD HS
3/18/2025	DHS	MARCHING BAND	WMS - RECRUITING
3/18/2025	WMS	BAND	N MEDFORD HS - BAND FESTIVAL
3/19/2025	DHS	CHOIR	RHS - MUSIC FESTIVAL PERFORMANCE
3/19/2025	DHS	DLC CLASS	COUGAR RIDGE RANCH
03/19 - 3/23	DHS	FFA	REDMOND OR - STATE FFA CONVENTION
3/20/2025	MES	FOREMAN'S CLASS (4TH)	DOUGLAS CO MUSUEM
4/3/2025	LES	PREK-K-1ST GRADE CLASS	COASTAL FARM SUPPLY, ROSEBURG - BABY CHICKS TOUR

STUDENT FIELD/EXTRACURRICULAR TRIP – PLANNING AND APPROVAL CHECKLIST
Designed to comply with requirements specified in district policy, IICA – Student Field/Extracurricular Trips.

SECTION 1 – GENERAL PLANNING: TEACHER

DATE: 2/26/25 SCHOOL: McGovern/Lookingglass Elementary CLASS/GROUP: 5th Grade
 REQUESTED BY: Janna Norton and Emily Ledbetter DATE OF TRIP: May 13, 2025
 DESTINATION: Red Alder Outdoor School/Camp Baker, Florence, Oregon DATE OF RETURN: May 15, 2025
 PURPOSE OF TRIP: Fifth Grade Outdoor School

Check here if this is an instructional field trip. **Attach separate detailed narrative description of trip activity.** *Instructional trips are those that directly relate to classroom instruction and are considered Part of your normal curricular activities. District administration will determine final approval for Instructional field trips.*

Check all that apply:

<input checked="" type="checkbox"/> Regular School Day Activity <input checked="" type="checkbox"/> Outside Regular School Day Activity <input checked="" type="checkbox"/> Overnight Activity <input type="checkbox"/> Special Equipment (Please Specify Needs)	Number of Students: <u>101</u> Number of Staff Members: <u>5</u> Number of Chaperones/Volunteers: <u>8</u> Student/Adult Ratio: <u>7/1</u>
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SECTION 2 – TRANSPORTATION: TEACHER

Request is for: 3 # of Bus(s) # of Suburban(s)

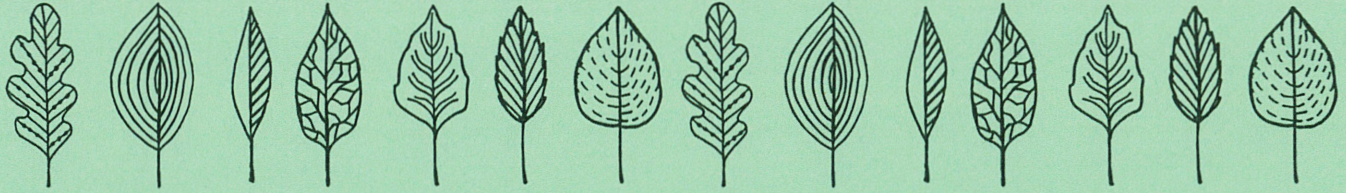
Leave Loading Time: 7:30 AM (LES)/8:00 AM (MES) Location: Lookingglass and McGovern Elementary
 Return Loading Time: 12:30 PM Location: Red Alder Outdoor School/Camp Baker, Florence, Oregon

SUBURBAN REQUEST ONLY: **Driver Names:** _____
 DO YOU NEED A FUEL CARD? _____
(This will need to be checked out at the district office prior to your scheduled departure date.)

*****Drivers must have driver training, current first-aid card***
and ODE Approval in order to drive suburban**

Required by OAR 581-053-0015 (6): Drivers shall report to their employer(s) within 15 days, any convictions For driving or criminal offenses specified in OAR 581-053-0006(8) or any involvement in an accident as defined In OAR 581-053-0006(8)(c) (G)(i).

All trips must have prior approval, with appropriate signatures from your building Administrator and/or the district office before a trip can be scheduled.



Dear Parents and Guardians,

Your student is about to have an exciting and safe learning adventure at outdoor school! This is an opportunity to explore natural habitats and ecosystems, discover wildlife and native plants, and find out why Oregon has been a special place for Indigenous Tribes and everyone who calls our state home.

While learning outdoors is energy-filled and fun, it's also an important educational opportunity. Our educators are highly qualified and have years of experience and teaching know-how.

Please go over the packing list and Student Code of Conduct with your student before outdoor school and contact your student's teacher if you have questions. And be sure to complete and sign the Code of Conduct and Red Alder Outdoor School Permission-Health-Waiver (PHW) form and turn it in at school as soon as possible. (Check with the school staff for the deadline to turn in this form.)

We look forward to sharing the wonders of nature with your student!

- *The Red Alder Outdoor School Team*

Estimados padres y tutores:

¡Su estudiante está a punto de vivir una emocionante y segura aventura de aprendizaje en la escuela al aire libre! Esta es una oportunidad para explorar hábitats y ecosistemas naturales, descubrir la vida silvestre y las plantas nativas, y averiguar por qué Oregon ha sido un lugar especial para las tribus indígenas y todos los que consideran nuestro estado su hogar.

Si bien aprender al aire libre es una actividad llena de energía y divertida, también es una oportunidad educativa importante. Nuestros educadores están altamente calificados y tienen años de experiencia y conocimientos de enseñanza.

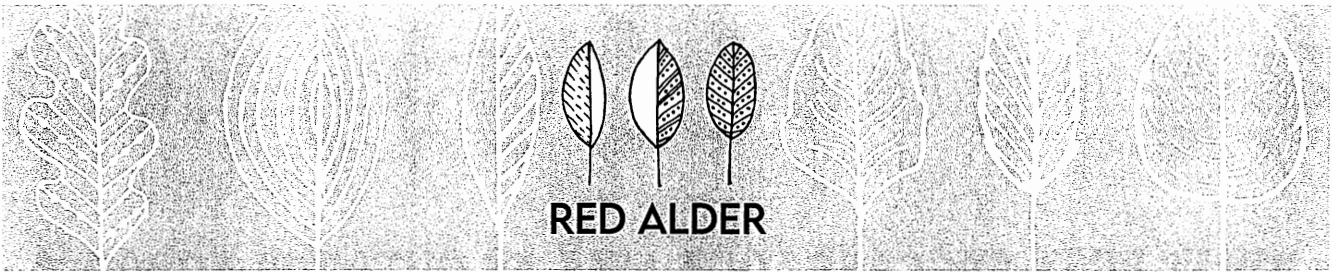
Revise la lista de equipaje y el Código de conducta del estudiante con su estudiante antes de la escuela al aire libre y comuníquese con el maestro de su estudiante si tiene preguntas. Y asegúrese de completar y firmar el Código de conducta y el formulario de permiso de exención de salud (PHW) para la escuela al aire libre de Red Alder y entréguelo en la escuela lo antes posible. (Consulte con el personal de la escuela para conocer la fecha límite para entregar este formulario).

¡Esperamos compartir las maravillas de la naturaleza con su estudiante!

- *El equipo de educación al aire libre de Aliso Rojo*



**RED ALDER
OUTDOOR SCHOOL**



OUTDOOR SCHOOL STUDENT CODE OF CONDUCT

Version 5.7 | Updated 20 January 2025



Outdoor school is a safe, fun place to explore, discover, and learn!

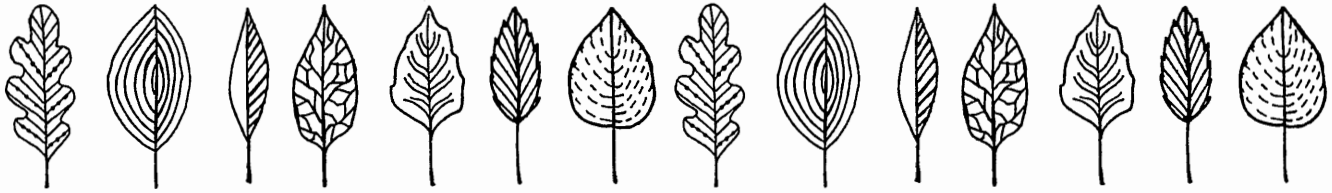
All students and authorized adults participating in outdoor school are expected to follow the rules in this document. “Authorized adults” include school staff, chaperones, outdoor school educators, and approved caregivers for students with special needs.

In some cases, permission from an adult or highschool counselor is required to participate in an activity at outdoor school. If you’re not sure who to ask for permission, check with an outdoor school staff member or ask your classroom teacher.

Please read the information on the following pages with a parent or guardian and sign on the last page. Students who do not sign this document, do not have a legal guardian sign this document, and/or fail to follow the Code of Conduct may lose the opportunity to participate in outdoor school.

A copy of this Code of Conduct will be posted in each cabin and in the dining area at outdoor school. Contact your classroom teacher or school administrator if you have questions. Thanks!

- THE RED ALDER EDUCATION TEAM



WHAT DOES SUCCESS LOOK LIKE AT OUTDOOR SCHOOL?

At outdoor school, you can be successful by:

1. Consistently following directions given by school staff, chaperones, and outdoor school educators (authorized adults). This includes stopping an activity when an attention signal is given.
2. Staying with your field-study cohort or cabin group at all times—unless you have permission from an adult to leave the group—and returning to the group promptly.
3. Staying within activity area boundaries and away from off-limit areas, including fences, gravel piles, crawl spaces under buildings, and other structures not intended as activity equipment.
4. Leaving personal toys, fidget devices, books, and electronics—other than approved medical equipment—at home or in your cabin unless you have permission from an adult.
5. Leaving dirt, sawdust, stones, sticks, rocks, living plants, animals, and other found objects alone.
6. Handling natural science specimens (fur pelts, skulls, etc.) and equipment carefully.
7. Respecting other people’s space and keeping your hands and feet to yourself.
8. Being courteous, demonstrating teamwork, and speaking respectfully to others.
9. Reporting bullying or any hurtful words and behaviors to an authorized adult.
10. Not entering a restroom if it is being cleaned or used by an adult.
11. Reporting any toilet, sink or educational equipment malfunctions to an authorized adult.
12. Washing your hands with soap and water each time before exiting the restroom and before eating.
13. Communicating with an authorized adult if you feel uncomfortable or unwell.
14. Walking when indoors and when entering or exiting activity areas.
15. Refraining from using drugs, alcohol, cigarettes, vape pens, and chew tobacco and immediately reporting any student or adult you see using these to an outdoor school staff member.*
16. Picking up litter and not using glitter, silly string, confetti, tinsel, crepe paper, or disposable, one-use decorations anywhere at outdoor school.*
17. Refraining from snacking, chewing gum, or drinking beverages (other than water) in your cabin.*
18. Asking an authorized adult a question when you don’t understand something.

**The outdoor school staff reserves the right to search your belongings if there is reasonable suspicion that you have prohibited items, including but not limited to the items in #15-17. Items will be removed.*

Student Initials _____

Legal Guardian Initials _____

The following behaviors are not acceptable at outdoor school:

1. Ignoring rules and instructions explained by authorized adults or not following instructions the first time they are given.
2. Leaving activity areas or going into off-limit areas without adult permission.
3. Leaving the camp property without authorized adult permission or without your parent/guardian or a school staff member to accompany you.
4. Arriving late at outdoor school or departing early without prior approval from the outdoor school staff and your classroom teacher.
5. Picking up or throwing dirt, sand, sticks, or rocks. Picking or damaging living plants and trees, animals, or other objects unless an outdoor school staff member gives you permission to do so.
6. Handling outdoor school supplies or equipment carelessly or disrespectfully, damaging supplies or equipment, using them inappropriately, or damaging camp facility property.
7. Taking food or snacks from the camp kitchen or meal service area(s) without permission.
8. Wrestling, pushing, fighting, hair pulling, bullying, teasing, hazing, name calling, using gang signs, swearing, sexually harassing, or threatening to harm others or their possessions.
9. Bringing personal toys, books, jewelry, phones, or other electronic equipment—other than approved medical equipment—to the outdoor school activities or not following authorized adult instructions with respect to these items. Keep these items in your cabin or at home.
10. Bringing or consuming candy, gum, snacks, caffeinated drinks, or other food from home (not as part of a sack lunch) without prior approval from the outdoor school staff.
11. Littering or using glitter, silly string, tinsel, or other disposable decorations.
12. Not following health and safety procedures consistently (like coughing or sneezing into your elbow) or proper hand washing. Procedures will be posted in cabins and dining area(s).
13. Starting fires without permission or supervision, playing with fire, or handling flammable objects in an unsafe manner.
14. Eating wild plants such as mushrooms and berries without outdoor school staff permission.
15. Wading into water without adult permission, above the level communicated by the outdoor school staff, or without rubber boots.
16. Running or engaging in horseplay, distracting or disruptive behaviors.
17. Startling, chasing, poking, harming, feeding, or scaring wildlife, including insects, fish, and other animals.
18. Leaving your cohort or cabin group for any reason, including restroom breaks, without asking an adult for permission to do so first.



Student Initials _____

Legal Guardian Initials _____

Expectations for using recreational supplies and equipment at outdoor school:

1. Authorized adult supervision is required for all recreational activities.
2. Use recreational equipment for the purpose for which it is intended; do not damage equipment.
3. Balls may not be kicked or thrown at others outside of regular game rules.
4. Do not bring recreational equipment from home without prior approval from outdoor school staff.
5. No tackling or grabbing is allowed during games.
6. No leaving the game area without adult permission.
7. Any student who wants to participate in a team activity or game must be allowed to participate.
8. Stop an activity immediately when an authorized adult gives an attention signal.
9. Recreational activities or free time may not be substituted for the scheduled learning activities.
10. Be a good sport. No yelling, name calling, threatening others, or cheating.

What will happen if you do not follow the rules in this Code of Conduct:

Students who fail to follow the rules in this Outdoor School Student Code of Conduct may lose the opportunity to participate in outdoor school at Red Alder Group’s sole discretion after consulting with the school staff and/or school administrator. Red Alder Group reserves the right to expel any student who does not follow the rules outlined in this document. Fortunately, this doesn’t happen very often, and the outdoor school staff members will work together with your classroom teacher and chaperones to support you and provide clear instructions and expectations so you can be successful. Each student and their legal guardian are required to initial pages 2 and 3 and sign below before the student can participate in outdoor school. Students who do not sign the Code of Conduct or do not have their legal guardian sign will not be permitted to participate in outdoor school. Legal guardian: By signing this document, you are indicating your agreement with all of the provisions in this Code of Conduct. Please turn in your signed copy of this document to your child’s classroom teacher and contact the school staff if you have questions or would like additional clarification.

My initials and signature indicate my understanding that Red Alder Group, LLC reserves the right to expel my child from outdoor school for failure to adhere to any of the rules outlined in this document. I agree that following all of the stated rules and any instructions from authorized adults during outdoor school is important and necessary for the safety, learning, and enjoyment of my child and of all participants. If my child cannot or does not follow any or all of the rules in the Code of Conduct and is expelled from the Program, I agree to transport my child from the premises within three hours of expulsion and I agree to hold Red Alder Group, LLC and all affiliates harmless.

Legal Guardian Signature

Date

Legal Guardian Printed Name

Student Signature

Date

Student Printed Name

Winston-Dillard School District #116
2024-2025

	<u>24/25 BUDGET</u>	<u>Estimate through 02/28/2025</u>	<u>24/25 PROJECTED</u>
REVENUES			
Property Taxes - Current	\$ 4,000,000	\$ 3,462,330	\$ 4,000,000
Property Taxes - Prior Years	100,000	45,932	100,000
County Sales Back Taxes	15,000	-	15,000
HERT (Heavy Equip) & HB5006 (Wildfire)	10,000	3,039	10,000
Back Property Tax Interest Earnings	10,000	7,117	10,000
Interest on Investments - Current Rate of 4.73%	360,000	251,007	360,000
Admissions from Other Schools	10,000	-	10,000
Student Fees	20,000	-	20,000
Rentals/Lease Income	-	-	-
Contributions/Donations	-	-	-
Recovery of Prior Year Expenditure	-	-	-
Miscellaneous	63,000	6,829	63,000
County School Fund	20,000	-	20,000
ESD Apportionment	115,000	76,004	114,001
State School Fund 24/25	12,550,000	9,449,371	12,550,000
State School Fund 24/25 Adj Estimate	-	-	(300,956)
SSF High Cost Disability 24/25	-	-	-
SSF Small HS Grant 24/25	-	-	-
State School Fund Prior Year 23/24 Adj	-	-	-
SSF High Cost Disability Prior Year 23/24 Adj	-	-	-
SSF Small HS Grant Prior Year 23/24 Adj	-	-	-
SSF NSLP Match	-	-	-
State Managed County Timber	150,000	-	150,000
Common School Fund (State Owned Rangelands)	182,000	86,547	173,094
Federal Forest Fees	-	-	-
Transfer In (From Fund 200 - ODOE)	35,000	-	35,000
Sale/Loss of Fixed Assets	10,000	-	10,000
SUB TOTAL REVENUES	\$ 17,650,000	\$ 13,388,177	\$ 17,339,139
Beginning Fund Balance	4,876,499	4,780,324	4,780,324
TOTAL REVENUES	<u>\$ 22,526,499</u>	<u>\$ 18,168,501</u>	<u>\$ 22,119,464</u>
EXPENDITURES			
Salaries	\$ 9,317,117	\$ 4,840,756	\$ 9,100,000
Payroll Costs	5,449,782	2,423,886	4,700,000
Purchased Services	4,002,450	1,603,695	3,800,000
Supplies & Materials	1,870,650	683,237	1,900,000
Capital Outlay	175,000	68,844	175,000
Other Objects	351,500	311,451	351,500
Transfer/NSLP Food Service Program	-	-	-
Transfer to Capital Project - SSF - Supplemental	-	-	-
Transfer to QSCB Fund 300	45,200	-	45,200
Transfer to Capital Project Fund 400	194,800	-	194,800
SUB TOTAL EXPENDITURES	\$ 21,406,499	\$ 9,931,871	\$ 20,266,500
Contingency	420,000	-	-
Unappropriated, Reserved for Next Year	700,000	-	-
TOTAL EXPENDITURES	<u>\$ 22,526,499</u>	<u>\$ 9,931,871</u>	<u>\$ 20,266,500</u>
TOTAL ESTIMATED REVENUES			22,119,464
TOTAL ESTIMATED EXPENDITURES			20,266,500
<i>Estimated Ending Fund Balance</i>			<u>\$ 1,852,964</u>
<i>(Of the \$22,526,499 budget the estimated the ending fund balance is 8%)</i>			

Fund 200 and 250

Fund 200 - Grants and Projects Fund	24/25 BUDGET	Estimate through 02/28/2025	24/25 PROJECTED
EXPENDITURES			
Salaries	\$ 2,096,538	\$ 1,112,255	\$ 2,096,538
Payroll Costs	1,207,453	547,402	1,207,453
Purchased Services	439,103	142,978	439,103
Supplies & Materials	546,242	230,466	546,242
Capital Outlay	375,000	140,567	375,000
Other Objects	-	-	-
Transfers to Other Funds	35,000	-	35,000
TOTAL EXPENDITURES	\$ 4,699,337	\$ 2,173,669	\$ 4,699,337

Fund 250 - Food Service Fund	24/25 BUDGET	Estimate through 02/28/2025	24/25 PROJECTED
EXPENDITURES			
Salaries	\$ 305,250	\$ 125,716	\$ 305,250
Payroll Costs	207,572	82,474	207,572
Purchased Services	130,000	70,673	130,000
Supplies & Materials	745,000	137,697	745,000
Capital Outlay	50,000	6,704	50,000
Other Objects	5,000	2,015	5,000
Contingency	-	-	-
TOTAL EXPENDITURES	\$ 1,442,822	\$ 425,279	\$ 1,442,822

Fund 300 and 400

Fund 300 - Debt Service Fund	24/25 BUDGET	Estimate through 02/28/2025	24/25 PROJECTED
EXPENDITURES			
Principal and Interest	\$ 2,860,000	\$ 1,538,067	\$ 2,860,000
Contingency	1,452,478	-	-
TOTAL EXPENDITURES	\$ 4,312,478	\$ 1,538,067	\$ 2,860,000

PERS Side Acct pmts for 24/25 are \$1,654,424.50 and will escalate to \$1,813,608 with final pmt in 2028.

GO Bond Series 2019 (DHS) payment for 24/25 is \$1,107,400. Final pmt 2039.

QSCB payment for 24/25 is \$51,817.50 and remains consistent through 2027.

Fund 400 - Capital Project Fund	24/25 BUDGET	Estimate through 02/28/2025	24/25 PROJECTED
EXPENDITURES			
Purchased Services	\$ -	\$ -	\$ -
Supplies & Material	-	28,563	28,563
Capital Outlay	1,039,200	188,825	1,010,637
Other Objects	-	-	-
Contingency	-	-	-
TOTAL EXPENDITURES	\$ 1,039,200	\$ 217,388	\$ 1,039,200



WINSTON-DILLARD SCHOOL DISTRICT BOARD OF DIRECTORS

District Office Board Room
620 NW Elwood St., Winston OR 97496
February 12, 2025 at 7:00 PM - Agenda

REGULAR SESSION

PRESENT: Jeremy Mitchell Lorna Quimby Bob Shigley Curt Stookey
 Kevin Wilson

1. **Call To Order:** 7:00 pm

2. **Pledge of Allegiance:** Led by Lorna Quimby.

3. **Roll Call** - Establishment of a Quorum: Four of the five board members in attendance.
(Jeremy Mitchell, Lorna Quimby, Bob Shigley, Curt Stookey)

4. **Superintendent Academic Awards - Elementary**

4.A. Brockway Elementary School - *Seraphina Myers*

4.B. Lookingglass Elementary School - *Sawyer Hammack*

4.C. McGovern Elementary School - *Khloe Baumgartner*

5. **DHS Student Report**

Siala Polamalu shared that the students just finished up semester 1. Several FFA students earned their state degree. The wrestling teams will participate in a regional meet at Cottage Grove and state tournament will be on February 27th & 28th. Spring sports will begin practices on March 3rd. The winter formal dance was a success. The Culinary class will be featured in an article with the NewsReview.

6. ***INTERMISSION***

7. **SUPERINTENDENT REPORT**

7.A. **Enrollment & Updates:** Mr. Wilson reviewed the latest enrollment numbers with the board. Current enrollments show a decrease of 3 since last month but down 12 from a year ago.

Attachments: (1)

- [\(2\) Feb 2025](#)

7.B. **Diversity & Equity SB 732:** Requires the district to implement a committee that the board must approve of to be implemented by September 15, 2025. Mr. Wilson and Mr. Holveck are looking at potential members and ways to create the equity committee. The recommendation is 8-14 members. Some things they are working on currently are community engagement and integrative guidance applications. Mr. Holveck said the state is looking for members who are “deeply rooted” and authentic in the community. This committee would work as an advisory to the superintendent.

Attachments: (1)

- [SB 732 Implementation \(002\)](#)

8. **Directors Report:** None at this time.

9. ITEMS OF DISCUSSION

9.A. OSEA Negotiations - Establish Board Classified Negotiation Team

Jasmine Geyer volunteered to serve on negotiation team.

Attachments: (1)

- [OSEA Notice of Intent to Bargain](#)

9.B. **Field Trip Requests:** The board members reviewed all field trip requests for the month of February.

Attachments: (1)

- [FT Requests for FEB 2025](#)

10. ADOPTION OF CONSENT AGENDA

10.A. Financial Statement

Attachments: (2)

- [GF - Financial Statements 01.31.25](#)
- [Other Funds - Financial Statements 01.31.25](#)

10.B. Minutes

10.B.1. Executive Session January 8, 2025

Attachments: (1)

- [Jan 8, 2025 Executive Session Minutes](#)

10.B.2. Regular Session January 8, 2025

Attachments: (1)

- [Jan 8, 2025 Reg Sess Minutes](#)

10.B.3. Executive Session January 29, 2025 - **Cancelled**

10.C. 2025-26 Certificated Staff Extension Recommendations

10.D. Recommended Inter-District Student Transfers for the 2024-25 School Year

10.E. Donations

Attachments: (4)

- [DHS Scholarships](#)
- [DHS Donation Roseburg Honda](#)
- [DHS Thank you To Romtech](#)
- [DHS Thank you to Valley Drug](#)

10.E.1. Thank you from DHS to Ronald & Nancy Eldridge for \$200 donation to Marlys Hobson Memorial Scholarship Fund.

10.E.2. Thank you from DHS to Nichols Bros for \$100 to DHS Scholarship Fund.

10.E.3. Thank you from DHS to Maralee Lawson for \$1000 to Marlys Hobson Memorial Scholarship Fund.

10.E.4. Thank you from DHS to Dr. Mark & Christopher Angle-Hobson for \$250 to Marlys Hobson Memorial Scholarship fund.

10.E.5. Thank you from DHS to Roseburg Honda for \$500 to DHS Athletics - Baseball.

10.E.6. Thank you from DHS to Roseburg Honda for \$500 to DHS Athletics - Softball

10.E.7. Thank you from DHS to Romtech for \$1500 donation to Golf program and \$1000 to Football program.

10.E.8. Thank you from DHS to Valley Drug for \$1000 donation to Golf Program.

10.F. Adoption of Consent Agenda Motion

Bob Shigley made the motion for the Winston-Dillard School District Board of Directors approve the Consent Agenda as presented. Lorna Quimby seconded the motion and all approved.

(Jeremy Mitchell, Lorna Quimby, Bob Shigley, Curt Stookey)

11. ACTION ITEMS

11.A. Superintendent Evaluation 2024-25

Jeremy Mitchell made the motion for the Winston-Dillard School District Board of Directors approve the Superintendent's evaluation for the 2024-25 school year. Bob Shigley seconded the motion and all approved.

(Jeremy Mitchell, Lorna Quimby, Bob Shigley, Curt Stookey)

11.B. Extend/Not Extend Superintendent Contract 2025-26

Bob Shigley made the motion for the Winston-Dillard School District Board of Directors to extend the Superintendent's current contract for the 2025-26 school year. Lorna Quimby seconded the motion and all approved.

(Jeremy Mitchell, Lorna Quimby, Bob Shigley, Curt Stookey)

11.C. Resolution 2024-25-3 Douglas ESD 2025-26 Local Service Plan

Bob Shigley made the motion for the Winston-Dillard School District Board of Directors to approve Resolution 2024-25-3 Douglas ESD Local Service Plan as written. Jeremy Mitchell seconded the motion and all approved.

(Jeremy Mitchell, Lorna Quimby, Bob Shigley, Curt Stookey)

Attachments: (2)

- [2024-25-3 LSP Resolution 2025-26](#)
- [2025_2026 LSP_FINAL](#)

11.D. Stronger Oregon - Roseburg Therapy, LLC

Bob Shigley made the motion for the Winston-Dillard School District Board of Directors approve agreement with Roseburg Therapy, LLC DBA Stronger Oregon for mental health services not to exceed \$15,000 annually to expire June 30, 2026. Lorna Quimby seconded the motion and all approved.

(Jeremy Mitchell, Lorna Quimby, Bob Shigley, Curt Stookey)

Attachments: (1)

- [Mental Health Svc Agreement - Stronger Oregon_25_26_encrypted_signed](#)

11.E. DHS CTE Work Area Paving - High School Success Grant/M98 Funds

Jeremy Mitchell made the motion for the Winston-Dillard School District Board of Directors to approve DHS CTE Work Area Paving Project for a total amount of \$23,395 payable to Umpqua Aggregate Resources. Bob Shigley seconded the motion and all approved.

(Jeremy Mitchell, Lorna Quimby, Bob Shigley, Curt Stookey)

Attachments: (4)

- [Map of Paving - Paving in Red - Curtain Drain in Blue](#)
- [Umpqua Aggregate Resources \\$23395](#)
- [Black Pearl Paving Excavation \\$48991](#)
[Knife River Materials \\$65588](#)

12. **COMMUNICATIONS:** None at this time.

13. FOR THE GOOD OF THE ORDER

Mr. Craig Anderson, DHS Principal shared the leadership students are starting to plan this year's prom events. He also said that the school has secured the events for graduation ceremony. The school had two students place in the FFA Speech competition.

Mrs. Michelle Clarno, WMS Asst. Principal reported the school will be participating in a valentine's dance on Thursday. The band and choir classes will be performing on March 5th. The girls' basketball teams will be finishing up their season in the next couple of weeks.

Mrs. Lisa Dickover, BES Principal shared the staff spent some time last week in grade level teams reviewing the benchmark data, student progress and will also work on interventions. The students will participate in spirit week 1st week of March in celebration of Dr. Suess' birthday.

Mrs. Dickover also shared that several of the DLC students are now participating in the hydro therapy at the YMCA.

Mrs. Emily Ledbetter, LES Principal said last month they had the “Battle of the Benchmark” to help make assessments a little more exciting for the students and was a huge success. The data showed 100% of students had growth on the Dibels composite scores. Their PLC teams have also been deep diving into the benchmark data to see where they can make improvements. The school recognized their counselor Angie Winters during the appreciation week. The parent club just announced they will be receiving a \$30,000 grant to install a track on the campus grounds.

Mrs. Janna Norton, MES Principal reported the teaching staff have been meeting in grade level teams reviewing all the data. They also saw a 100% composite growth. MES has 3 therapists that are in the building during the week to help meet the needs of the students. Some upcoming events for March are Literacy and Art night.

14. ADJOURNMENT: 7:49 pm

15. UPCOMING

15.A. Regular Session at WDSB Board Room on March 12, 2025 at 7:00 pm.



620 NW Elwood, Winston, OR 97496

Information (541)679-3000 * Business Office ext. 3406 * Superintendent ext. 3405 * FAX (541)679-4819

February 27, 2025

SOCO Coffee Company
411N. Main Street
Myrtle Creek, OR 97457

Dear SOCO Coffee Company:

Thank you for your donation of fresh ground, local coffee! Your donation of three bags of coffee (value of: \$48.00) will fill raffle baskets showcasing local goods from the Douglas County area and will be used in the upcoming job fair in Salem, Oregon where Winston-Dillard Schools will recruit new talent to serve our students! Your generous donation is very much appreciated and will be seen by many hopeful candidates and enjoyed by three raffle basket winners!

We truly appreciate your support to our students and your giving spirit.

Sincerely,

Kristal Plikat, TOSA

Tax ID#: 93-6000445



620 NW Elwood, Winston, OR 97496

February 27, 2025

Abacela Winery
12500 Lookingglass Rd.
Roseburg, OR 97471

Dear Abacela Winery:

Thank you for the donation of your finest wines! Your donation of 6 bottles of wine (valued at \$147) will fill raffle baskets showcasing local goods from the Douglas County area and will be used in the upcoming job fair in Salem, Oregon where Winston-Dillard Schools will recruit new talent to serve our students! Your generous donation is very much appreciated and will be seen by many hopeful candidates and enjoyed by three raffle basket winners!

We truly appreciate your support to our student and your giving spirit.

Sincerely,

Tax ID#93-6000445

Douglas High

Donation Receipt

To: Jackson Street Provisions
424 SE Jackson Street
Roseburg, OR 97470

Date: 3/8/2025

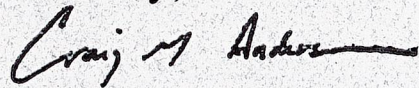
From: Douglas High School
1381 N.W. Douglas
Winston, OR. 97496

Description: Donation to DHS Athletics – Baseball

VALUE: \$500.00

Thank you for your generous donation. We are very appreciative of the support for our students in their future endeavors.

Sincerely,



Craig Anderson
DHS Principal
Tax ID # 93-6000445

“Home of the Trojans”



EXCAVATION & PAVING LLC

Proposal For: Winston School District
Location: Douglas High
Bid Date: 01/27/25

We propose to perform the following:

Prep and pave woodshop area, install curtain drain in front of building \$ 23,395.00
- Install 3" of Level 3, 1/2" dense asphalt and compact

Total Proposal \$ 23,395.00

General Conditions:

Exclusions

- Bond fees as well as any construction fees, surveying, and permits.
- Sanitary facilities to be provided by others
- Material testing is by Others. (IF NEEDED: Contact Umpqua Sand & Gravel for Pricing 541 673 3273)
- Posting/Towing Vehicles by Others.
- Seal coat and prime coats are excluded.
- Temporary protection of light fixtures, sign bases and concrete by other.
- All temporary or permanent surface markings, striping, logos, traffic sensors are excluded.
- Work area will be free and clear of obstructions.
- Adjustments of utilities, pavement cleaning, sweeping before paving operations.
- Rock, poor soil conditions, water in excavations, and any other unforeseen conditions may incur additional costs.

Inclusions:

- All Materials and Equipment associated to perform the project.
- Payment due at end of project or as previously agreed.
- Standard operating hours are 7:00 AM to 6:00 PM Monday through Friday.
- This proposal is to be all or none and may not be split up or divided.

If Owner or Prime Contractor insists upon completion of the work against the advice of Umpqua Aggregate Resources Excavation & Paving, LLC regarding weather, subsurface, or surface conditions, they shall assume all risks or defects inherited with such conditions.

Submitted By: _____ Accepted By: _____



EXCAVATION & PAVING LLC

Proposal For: Winston School District
Location: Douglas High School
Bid Date: 02/06/25

We propose to perform the following:

Prep and pave driveway to barn	\$ 12,098.00
- Install 3" of Level 3, 1/2" dense asphalt and compact	

Total Proposal \$ 12,098.00

General Conditions:

Exclusions

- Bond fees as well as any construction fees, surveying, and permits.
- Sanitary facilities to be provided by others
- Material testing is by Others. (IF NEEDED: Contact Umpqua Sand & Gravel for Pricing 541 673 3273)
- Posting/Towing Vehicles by Others.
- Seal coat and prime coats are excluded.
- Temporary protection of light fixtures, sign bases and concrete by other.
- All temporary or permanent surface markings, striping, logos, traffic sensors are excluded.
- Work area will be free and clear of obstructions.
- Adjustments of utilities, pavement cleaning, sweeping before paving operations.
- Rock, poor soil conditions, water in excavations, and any other unforeseen conditions may incur additional costs.

Inclusions:

- All Materials and Equipment associated to perform the project.
- Payment due at end of project or as previously agreed.
- Standard operating hours are 7:00 AM to 6:00 PM Monday through Friday.
- This proposal is to be all or none and may not be split up or divided.

If Owner or Prime Contractor insists upon completion of the work against the advice of Umpqua Aggregate Resources Excavation & Paving, LLC regarding weather, subsurface, or surface conditions, they shall assume all risks or defects inherited with such conditions.

Submitted By: _____ Accepted By: _____

Address | 835 SE Sheridan St Roseburg OR 97470
Phone | 541-784-7990

Location: 1381 NW Douglas Blvd, Winston, OR 97496

Project: Douglas High School Agg area paving

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	AC paving: 38' x 55' area - Pave (1) lift at 3" thick completed. - Grade existing aggregate base to allow for asphalt section. No grading plan is provided, drainage is not gaurenteed. - Over Excavation, if needed we will reccomend and need to be approved by customer prior to completion. - Mobilization is shown as a cost in this line.	\$1,950.00	\$1,950.00
125	Section #1 (RED Highlight). - 6,469 sq.ft. Note: Drainage concern along the building at the NE of this section. Also Approach to saw mill needs needs concrete apron of some sort to allow to equipment traffic.	\$182.00	\$22,750.00
78	Section #2 (GREEN Highlight) - 3,861 sq. ft.	\$197.00	\$15,366.00
51	Section #3 (BLUE Highlight) - 2,593 sq. ft.	\$175.00	\$8,925.00
			\$0.00
		SUBTOTAL	\$48,991.00
		TOTAL	\$48,991.00

THIS PROPOSAL INCLUDES THE CONDITIONS NOTED:

Customer responsible for all private unmarked utilities.

Date

Sign Below to Accept Quote:

Authorized Rep

LTM, Incorporated dba

Proposal and Contract



Oregon License #56603
California License #567735

Telephone 541-679-6744
Fax 541-679-9757

P.O. Box 1427
Roseburg, Oregon 97470
EQUAL OPPORTUNITY EMPLOYER

DATE: 01/29/25

PROPOSAL SUBMITTED TO: Douglas High School Shelby Beard 541-671-6331 Beards@wdsd.org 1381 NW Douglas Blvd. Winston, OR 97496	JOB NAME/DESCRIPTION/LOCATION: Douglas High School Paving Budget 1381 NW Douglas Blvd. Winston, OR 97496 Bid with 2025 BOLI Rates
---	--

We hereby propose to furnish all materials, labor and equipment necessary for the completion of :

QUANTITY		DESCRIPTION	UNIT PRICE	TOTAL PRICE
12,720	SF	Parking Lot Prep as Detailed Below:		
		<u>Work Includes:</u>	1 LUMP SUM	\$60,145.00
1	LS	▶ Mobilization: Of crews and equipment		
1	EA	▶ Install 24" x24" steel Gibson catch basin with 6" outlet. At agricultural building entrance.	\$3,083.00	\$3,083.00
20	FT	▶ Install 6" ADS storm line and tie into existing storm system.	\$118.00	\$2,360.00
65	CY	▶ Remove material to create match points along all concrete withing work area.		
90	TN	▶ Place and compact 1"-0 base rock to adjust grad For drainage.		
12,720	SF	▶ Fine grade and prep for new asphalt. All areas will be prof rolled to check for sub grade stability.		
290	TN	▶ Place 3" of compacted commercial grade, 1/2" Dense Asphalt on prepped grade. Place in (1) 3" lift. The area in front of the wood shop will have 5" of asphalt placed in (2) lifts.		
			Sub total	\$65,588.00
3,300	SF	▶ If over excavation is needed for the wood shop paving. An additional 12" of material will be removed. Geogrid fabric and 12" of 1"-0 will be placed and compacted in all over excavated areas.	\$6.84	\$22,572.00
			Grand Total	\$88,160.00

Notes:

- 1 Based on site visit and not an engineered design.
- 2 Based on completing during regular business hours of operation.
- 3 Site needs to be free and clear of items that may be in the way of prep work and paving.
- 4 This proposal assumes the exiting subbase material is adequate for the purpose of this work. If upon grading to create drainage, the existing subbase material is soft and unsuitable and has to be removed to create a adequate subbase, the additional excavation and subbase material will be an additional cost completed per the square foot price listed above.
- 5 Weather conditions may influence the completion of this work.

Z Terrell & Son
 220 breezy lane
 Roseburg Oregon 97470
 (541) 670-6341
 CCB # 211892

QUOTE

Shelby Beard

Quote # 0000469

Quote Date 03/07/2025

Item	Description	Unit Price	Quantity	Amount
	looking glass elementary vestibule			
	per drawings dated 12/10/24	62551.00	1.00	62,551.00
	owner to do all elect,low voltage,HAVC,plumbing,access control			
Subtotal				62,551.00
Total				62,551.00
Amount Paid				0.00
Quote				\$62,551.00

ZERBACH CONSTRUCTION, INC

License No. 184484
288 NE Ward Avenue
Roseburg, OR 97470
(541) 957-9307

PROPOSAL

Proposal No. 1
Sheet No. 1
Date: March, 6, 2025

Name: Winston-Dillard School District
ATTN: Shelby Baird
Job Address: 7421 Lookingglass Rd. (Lookingglass Elementary)
City: Roseburg State: OR Zip Code: 97471
Phone: 541-671-6331

This Proposal is for the work as described below.

Price is for plans provided at time of bid from Pinnacle dated 12/10/24.

Total Bid \$ 64,685.08

Note:

Prevailing wage was figured

Door #2 and #3 were figured as new wood doors and steel frames.

Door #2 and #3 were figured to have 1/2 armorgarde glass in new doors.

Door #2 and #3 were figured to have new door hardware.

All pricing of materials on Proposal are only being held for 5 days from supplier. We will have to reprice as we get closer to ordering some of the above items.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the Bid.

ALL TERMS AND CONDITIONS ON THE REVERSE SIDE ARE INCORPORATED BY REFERENCE AND MADE A PART OF THIS CONTRACT. WARRANTIES: CONTRACTOR HEREBY WARRANTS ONLY TO CUSTOMER FOR A PERIOD OF ONE YEAR ITS WORKMANSHIP. CONTRACTOR DOES NOT WARRANT ANY MATERIALS. THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE OR THE WARRANTY OF MERCHANT ABILITY, EXCEPT AS SPECIFICALLY SET FORTH HEREIN.

Acceptance of Proposal- Acceptance makes binding contract

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. Customer acknowledges receipt of following forms attached to this proposal: Consumer Protection Notice, Notice of Procedure Information, and Notice to Owner about Construction Liens (if not attached, do not sign). All terms and conditions on the reverse side are incorporated by reference and made part of this contract.

Signature:

Printed Name:

Signature:

Printed Name:

Date:

Title:



COST SUMMARY BY AREA

Project: Looking Glass Elementary
 Client: Winston Dillard School District
 Architect: Pinnancel Engineering
 Project Manager: Darian Charboneau

Date: 3/7/2025

AREA SUMMARY		BUILDING		TOTAL	
	% of Subtotal	Area: 0 sf		Area: 0 sf	
DESCRIPTION		SUBTOTAL	\$/SF	SUBTOTAL	\$/SF
CONSTRUCTION					
GENERAL CONDITIONS	16.10%	\$13,040.00	\$0.00	\$13,040.00	\$0.00
GENERAL REQUIREMENTS	2.59%	\$2,100.00	\$0.00	\$2,100.00	\$0.00
02 EXISTING CONDITIONS	4.98%	\$4,034.40	\$0.00	\$4,034.40	\$0.00
06 WOOD, PLASTICS & COMPOSITES	8.83%	\$7,149.60	\$0.00	\$7,149.60	\$0.00
07 THERMAL & MOISTURE PROTECTIONS	1.60%	\$1,295.80	\$0.00	\$1,295.80	\$0.00
08 OPENINGS	47.12%	\$38,167.30	\$0.00	\$38,167.30	\$0.00
09 FINISHES	18.79%	\$15,220.80	\$0.00	\$15,220.80	\$0.00
CONSTRUCTION SUBTOTAL		\$81,008		\$81,008	#DIV/0!
CONTRACT CONDITIONS					
FEE	10.00%	\$8,182.00	\$0.00	\$8,182.00	\$0.00
GENERAL LIABILITY INSURANCE	1.00%	\$901.00	\$0.00	\$901.00	\$0.00
PAYMENT & PERFORMANCE BOND	1.00%	\$811.00	\$0.00	\$811.00	\$0.00
CAT FEE	0.57%	\$519.00	\$0.00	\$519.00	\$0.00
CONTRACT CONDITIONS SUBTOTAL		\$10,413	#DIV/0!	\$10,413	#DIV/0!
TOTAL PROJECT BUDGET		\$91,421	#DIV/0!	\$91,421	#DIV/0!

ZERBACH CONSTRUCTION, INC

License No. 184484
288 NE Ward Avenue
Roseburg, OR 97470
(541) 957-9307

PROPOSAL

Proposal No. 1
Sheet No. 1
Date: March, 6, 2025

Name: Winston-Dillard School District
ATTN: Shelby Baird
Job Address: 600 Elwood St. (McGovern Elementary)
City: Winston State: OR Zip Code: 97496
Phone: 541-671-6331

**This Proposal is for the work as described below.
Price is for plans provided at time of bid from Pinnacle dated 12/10/24.**

Total Bid \$ 62,415.70

**Note:
Prevailing wage was figured
Door #2 and #3 were figured as new wood doors and steel frames.
Door #2 and #3 were figured to have ½ armorgarde glass in new doors.
Door #2 and #3 were figured to have new door hardware.**

**All pricing of materials on Proposal are only being held for 5 days from supplier. We will have to reprice as we get closer to ordering some of the above items.
Any alteration or deviation from above specifications involving extra costs will be executed only upon written order and will become an extra charge over and above the Bid.**

ALL TERMS AND CONDITIONS ON THE REVERSE SIDE ARE INCORPORATED BY REFERENCE AND MADE A PART OF THIS CONTRACT. WARRANTIES: CONTRACTOR HEREBY WARRANTS ONLY TO CUSTOMER FOR A PERIOD OF ONE YEAR ITS WORKMANSHIP. CONTRACTOR DOES NOT WARRANT ANY MATERIALS. THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE OR THE WARRANTY OF MERCHANT ABILITY, EXCEPT AS SPECIFICALLY SET FORTH HEREIN.

Acceptance of Proposal- Acceptance makes binding contract

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above. Customer acknowledges receipt of following forms attached to this proposal: Consumer Protection Notice, Notice of Procedure Information, and Notice to Owner about Construction Liens (if not attached, do not sign). All terms and conditions on the reverse side are incorporated by reference and made part of this contract.

Signature:	Printed Name:
Signature:	Printed Name:

Z Terrell & Son
 220 breezy lane
 Roseburg Oregon 97470
 (541) 670-6341
 CCB # 211892

QUOTE

Shelby Beard

Quote # 0000470

Quote Date 03/07/2025

Item	Description	Unit Price	Quantity	Amount
	Mcgovern elementary vestibule per drawing dated 12/10/24 owner to do all elec,low voltage,HVAC,plumbing and access control	62865.00	1.00	62,865.00
Subtotal				62,865.00
Total				62,865.00
Amount Paid				0.00
Quote				\$62,865.00



COST SUMMARY BY AREA

Project: McGovern Elementary
Client: Winston Dillard School District
Architect: Pinnancel Engineering
Project Manager: Darian Charboneau

Date: 3/7/2025

AREA SUMMARY		BUILDING		TOTAL	
	% of Subtotal	Area: 0 sf		Area: 0 sf	
DESCRIPTION		SUBTOTAL	\$/SF	SUBTOTAL	\$/SF
CONSTRUCTION					
GENERAL CONDITIONS	15.61%	\$13,040.00	\$0.00	\$13,040.00	\$0.00
GENERAL REQUIREMENTS	2.51%	\$2,100.00	\$0.00	\$2,100.00	\$0.00
02 EXISTING CONDITIONS	5.76%	\$4,812.80	\$0.00	\$4,812.80	\$0.00
06 WOOD, PLASTICS & COMPOSITES	8.79%	\$7,342.10	\$0.00	\$7,342.10	\$0.00
07 THERMAL & MOISTURE PROTECTIONS	1.75%	\$1,460.80	\$0.00	\$1,460.80	\$0.00
08 OPENINGS	46.37%	\$38,724.30	\$0.00	\$38,724.30	\$0.00
09 FINISHES	19.20%	\$16,032.80	\$0.00	\$16,032.80	\$0.00
CONSTRUCTION SUBTOTAL		\$83,513		\$83,513	#DIV/0!
CONTRACT CONDITIONS					
FEE	10.00%	\$8,435.00	\$0.00	\$8,435.00	\$0.00
GENERAL LIABILITY INSURANCE	1.00%	\$928.00	\$0.00	\$928.00	\$0.00
CAT FEE	0.57%	\$535.00	\$0.00	\$535.00	\$0.00
CONTRACT CONDITIONS SUBTOTAL		\$10,734	#DIV/0!	\$10,734	#DIV/0!
TOTAL PROJECT BUDGET		\$94,247	#DIV/0!	\$94,247	#DIV/0!



Winston-Dillard School District No. 116

RESOLUTION 2024-25-4

Acknowledgment of Special Revenue Funds – Special Education Stipends

WHEREAS, after the adoption of the 2024/2025 budget the Winston-Dillard School District received additional funds for Special Education staff for the 2024/2025 school year.

WHEREBY, ORS 294.338 (2) allows for the expenditure of grants, gifts, bequests or devises transferred to the District in trust for specific purposes or to other special purpose trust funds approved by the Board by resolution authorizing the expenditure;

THEREFORE BE IT RESOLVED, that the Board of Directors of Winston-Dillard School District #116, Douglas County, Oregon hereby authorizes appropriations for the fiscal year beginning July 1, 2024 as follows:

Special Revenue Funds

Resources:

State Revenue	\$20,955.42
---------------	-------------

Requirements:

200-12XX SP ED Stipends	\$20,955.42
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Chairman Board of Directors

March 12, 2025



620 NW Elwood, Winston, OR 97496

RESOLUTION 24-25-5

WINSTON-DILLARD SCHOOL DISTRICT SCHOOL BOARD RESOLUTION
IN SUPPORT OF THE FEDERAL REAUTHORIZATION OF THE SECURE RURAL SCHOOL ACT

- WHEREAS** the Secure Rural Schools and Community Self-Determination Act (SRS) has historically provided essential funding for rural school districts, including Winston-Dillard School District, helping to support vital educational programs such as career pathway development, career technical educational opportunities, and infrastructure maintenance; and
- WHEREAS** the loss of SRS funding places a significant financial strain on our school district and others across the country that rely on these resources to provide a high-quality education to students in rural communities; and
- WHEREAS** the failure to reauthorize the Secure Rural Schools Act in October 2024 by the federal government has resulted in an immediate and severe funding shortfall for our district, jeopardizing critical programs, staffing, and student opportunities; and
- WHEREAS** the presence of federally managed lands within our county limits local revenue generation, making SRS funding essential to maintaining educational success and quality in our schools; and
- WHEREAS** continued investment in rural education is crucial to ensuring that students in communities like ours receive the same educational opportunities as their peers in urban areas; and

NOW, THEREFORE, BE IT RESOLVED that Winston-Dillard School District Board of Directors strongly urges the United States Congress to act swiftly to reauthorize and fully fund the Secure Rural Schools Act to ensure the continued stability and success of rural school districts; and

BE IT FURTHER RESOLVED, that this resolution be forwarded to our federal representatives, including members of the United States Senate and House of Representatives, as a formal request for immediate legislative action to reinstate and secure this critical funding for our students and community.

Adopted and Approved the 12th day of March 2025, by the Winston-Dillard School District Board of Directors.

Jasmine Geyer, Board Chair

ATTEST: _____
Kevin Wilson, Superintendent

Moved by: _____

Seconded by: _____