

# School Board Meeting

Monday, April 8, 2024 Doors to Elmira Elementary open at 6:15pm  
Elmira Elementary School Library, 88960 Territorial Rd, Elmira, Oregon 97437

1. **Call to Order: Public - 6:30 p.m.**

2. **Citizenship Award**

**Presenter:** Principal  
Lisa Leatham

3. **Flag Salute led by Citizenship Award Winner**

4. **Public Comment: The Fern Ridge School Board encourages public input. A person wanting to provide public comment will need to complete and submit an Intent to Speak form to the Board secretary by 1:00 pm on the day of the board meeting.**

Public comment is limited to this place on the agenda not to exceed a total of 30 minutes for all commenters. A person giving public comment is limited to an established time limit of (3) three minutes. While speakers may, during public meetings, offer objective criticism of school operations and programs, the Board will not hear personal complaints concerning district personnel nor against any person connected with the school system.

Please state your name and if you are a resident of the district. If speaking for an organization, state the name of the organization. The Board reserves the right to refer the matter to the administration.

5. **Monthly Items:**

5.A. Approval of Minutes - Board Action

6. **Business Office**

**Presenter:** Business  
Manager, Quanah  
Bennett

6.A. Enrollment Report - Quanah Bennett, Business  
Manager

6.B. General Fund Revenue and Expenditure Report as  
of March 31, 2024 - Board Action

6.C. Resolution 23-24/02 - Adopt a Supplemental  
Budget and Make Appropriations for the 2023-2024  
Fiscal Year - Board Action

6.D. Food Service Contract - Board Action

7. **Reports:**

7.A. Veneta Elementary Report

**Presenter:** Principal  
Lisa Leatham

7.B. Family Resource Center Update

**Presenter:** Amy Hand

7.C. Fern Ridge Education Association

**Presenter:** Jennifer  
Snider-Prutzman

7.D. Student Representatives to the School Board Report

7.E. Superintendent's Report

**8. Discussion Items**

8.A. First Reading of Proposed Policy Updates

8.B. First Reading of Proposed 2024-2025 Meeting Schedule

**9. Personnel**

9.A. Licensed Employees Resignations/New Hires/Transfers/Other - Board Action

9.A.1. Resignation of Ellie Schloss, 1.0 FTE Teacher at Veneta Elementary, effective June 17, 2024.

9.A.2. Resignation of Anne Caswell, 1.0 FTE Teacher at Elmira Elementary School, effective June 17, 2024.

9.B. Non-Licensed Personnel Report

**10. Late Items/Closing Comments**

11. **Executive Session under ORS 192.660(2)(i): to review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member, unless the person whose performance is being reviewed and evaluated requests an open hearing.**

12. **Resolution #23-24/11 - Superintendent's Contract Renewal - Board Action**

**13. Upcoming Events:**

**Elmira Elementary School**

April 10: Kindergarten Information Night at 6pm  
April 11: Outdoor School Parent Meeting at 6:30pm  
April 16: PTA Meeting at 6:00  
April 18-19: Parent/Teacher Conferences  
April 20: PTA School Clean Up Day  
April 25: Family Title Math Night at 5:30pm

**Veneta Elementary**

April 10: Kindergarten Information Night at 6pm  
April 11: PALS Meeting at 5pm  
April 11: Outdoor School Parent Meeting at EES 6:30pm  
April 18-19: Parent/Teacher Conferences  
April 20: VES Auction  
April 25: Family Title Math Night at 5:30pm

**Fern Ridge Middle School**

April 9: Staff vs. Student Basketball Game  
April 15-26: English/Language Arts State Assessments  
Last Week of April: Student Forecasting for 24-25

Elmira High School  
April 15-16: State Testing  
May 11: Prom

14. **Adjournment**



**FERN RIDGE SCHOOL DISTRICT 28J**  
School Board Meeting Minutes

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**REGULAR MEETING of the FERN RIDGE SCHOOL BOARD**

**March 11, 2024**

**Zoom Webinar & In-Person Meeting**  
88960 Territorial Rd.  
Elmira, Or 97437

**CALL TO ORDER (Agenda Item 1):** The regular meeting was called to order at 6:30 pm.

We have a shared vision in the Fern Ridge School District: Provide excellence for every student so that each will reach their greatest potential.

Thank you to the members of the public who have joined us. As a reminder, School Board meetings and work sessions are meetings of the Board held in public, providing an opportunity to observe the Board's discussion and actions.

In an effort to conduct official Board business, we ask that the audience be respectful and refrain from questions, comments, and unnecessary noise while the Board conducts the meeting.

There is an opportunity for citizen comment tonight, and the Board looks forward to hearing from those who signed up. I will share some reminders when we get to that portion of the meeting.

Also, please note that all Board meetings are live streamed and posted on the School Board area of the website.

In attendance were Directors Mark Boren, Andrea Larson, Barbara Graham-Adams, Kathleen Pizzola, Lisa McCann, Student Representatives to the Board Gavin Snell, and Superintendent Gary Carpenter.

**CITIZENSHIP AWARD (Agenda Item 2):** The March Citizenship Award was given to Elmira Elementary student Elaina Sutter. Elaina is an enthusiastic learner with a positive attitude and helps others when they need help. Ms. Sutter was not able to attend the meeting.

**FLAG SALUTE (Agenda Item 3):** Director Boren led in the flag salute.

**PUBLIC COMMENT (Agenda Item 4):** None at this time.

**MONTHLY ITEMS (Agenda Item 5):**

**5. A. Approval of Minutes:** The minutes from the regular meetings on February 26, 2024, were presented for approval.

Director Pizzola moved to approve the minutes from the last board meeting, seconded by Director Graham-Adams. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

#### **BUSINESS OFFICE (Agenda Item 6):**

**6. A. Enrollment Report:** Business Manager Quanah Bennett reviewed the enrollment report as of March 1, 2024.

**6. B. General Fund Revenue and Expenditure Report:** Business Manager Quanah Bennett reviewed the general fund revenue and expenditure report as of February 29, 2024. The district has received 87% of budgeted revenue and spent 53% of budgeted expenditures.

Director McCann asked about the capital outlay budget and the changes. Business Manager Bennett explained that sometimes this line item occurs but there isn't typically a dollar amount budgeted in this line since expenses can vary depending on if unexpected repairs are needed.

Director Graham-Adams moved to approve the general fund revenue and expenditure report, seconded by Director Pizzola. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

#### **REPORTS (Agenda Item 7):**

**7. A. Elmira Elementary Report:** Principal Billie Perrier presented the Elmira Elementary School report to the school board. EES educator, Elizabeth Skenzick demonstrated a phonemic awareness lesson with a group of students for the board and audience.

**7. B. Student Representatives to the School Board Report:** Representative Gavin Snell reported on upcoming events at Elmira High School. Gavin thanked EHS teacher, Mrs. Wartenbee, Mrs. Leatham, and Mrs. Snider who volunteered to chaperone the last high school dance.

**7. C. Fern Ridge Education Association:** FREA President, Jennifer Snider-Prutzman thanked Superintendent Carpenter for his effective leadership and willingness to always have an open door. She spoke in support of the upcoming bond that will be voted on by community members this May.

**7. D. Superintendent's Report:** Superintendent Carpenter updated the board on the bond filing process. There were no challenges to the filing and the bond will be on the ballot as measure 20-354.

A community group is being formed to promote the bond. Superintendent Carpenter and the district will share information only through a website and social media page.

Mrs. Marshall will attend the April City of Veneta meeting where they will vote on a resolution to support the bond measure.

## **DISCUSSION ITEMS (Agenda Item 8):**

**8. A. Second Reading of Proposed 2024-2025 Calendar:** The 2024-2025 proposed calendar was presented for a second reading and adoption.

Director McCann moved to adopt the Fern Ridge School District 2024-2025 public calendar, seconded by Director Pizzola. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

**8. B. Second Update on Longitudinal Performance Growth Targets and School Board Goals:** Director Marshall presented the second update on the district's longitudinal performance growth targets and board goals.

Areas of focus are attendance, third grade English Language Arts, and 9<sup>th</sup> grade on track.

Director Larson asked about the timing of reading assessments and how more difficult units impact the scores. Director Marshall explained that Easy CBM passage difficulty doesn't change over time but the scale of how many words per minute will change for the students.

## **PERSONNEL (Agenda Item 9):**

### **9. A. Licensed Employees Resignations/New hires/Transfers/Other:**

**9. A.1** Hiring of Madison Cook, 1.0 School Psychologist Intern, effective the 2024-2025 school year.

Hiring of Erin White, .80 FTE Behavior Specialist at Elmira Elementary School, effective the 2024-2025 school year.

Hiring of Allyson Goertzen, 1.0 FTE Counselor at Fern Ridge Middle School, effective the 2024-2025 school year.

Resignation of Ian Cooper, 1.0 FTE Teacher at Elmira High School, effective June 30, 2024.

**9. A.2** Resolution 23-24/05 – Teacher Contract Extension: In this resolution, the following teachers shall be issued individual employment contracts for the 2024-2025 and 2025-2026 school years, pursuant to ORS 342-895: Ken Best, Ryan Brummett, Taylor Carey, Anne Caswell, Mirka Chen, Gretta Connolly, Kasey Cutsforth, Bradley Davis, Thomas Edmundson, Emmy Erwin, Ashley Fishcer, Deanne Greene, Jeff Greene, Mike Guill, Gwen Harper, Shannon Harper, Rebecca Hauge, Jennie Herbert, Heather Hohnstein, Paris Hood, Kyle Humphrey, Nicholas James, Alisa Johnson, Donna Jones, Wendy Kenyon, Rob Lee, F. Ruth Lewis, Jesse Light, Debra Lloyd, Michelle Markham, Alex Mauric, Jeff McCourtney, Erika McGuire, Brittany McMillan, Lauren Midwood, Kyle Moeller, James Monega, Michelle Nelson, Kailee Nienhaus, Ann Oxenford, Angela Pebworth, Reine' Peirce, Jennifer Prutzman-Snider, Cassandra Purkey-Babcock, Rose Reynolds, Amy Schreiber-Hutton, Rachel Sinniger, Elizabeth Skenzick, Matthew Taylor, Chloe Thom, Sara Varozza, Estin Warren, Sarah Wartenbee, Courtland Wirth, Patrick Wondra, and DesiRae Wright-Rendon.

**9. A.3** Resolution 23-24/06 – Probationary Teacher Contract Renewal: In this resolution, the following teachers shall be issued individual employment contracts for the 2024-2025 school year, pursuant to ORS 342.895: Second Year Probationary Teacher Renewals for Elizabeth Booth, Ralph Davis, Aaron Franklin, Arthur Franklin, Shahaley Holzgang, Amara Houghtaling, Garren Piccolo, Courtney Roberts, and Ellie Schloss. Third Year Probationary Teacher Renewals for Michael Canon, Ashley Foltz, Alyssa Fuentes, Bo Highburger, Madison Hahn, and River Hardy.

**9. A.4** Resolution 23-24/07 Retired/Temporary Terminal Contract: In this resolution, the following teachers are non-renewed due the temporary contracts issued for the 2023-2024 school year only: Marian French, Jon Guldager, Mari Jones, E. Vivianna Marcel, Katy Miller, Teri Moen-Gay, Dani Upton, and Jeremy Yarbro.

**9. A.5** Resolution 23-24/08 – Probationary Administrator’s Contract Renewal: In this resolution the following administrators shall be issued individual employment contracts for the 2024-2025 school year pursuant to ORS 342.895: Billie Perrier, Joel Smith, and Cydney Vandercar.

**9. A.6** Resolution 23-24/09 – Administrator Contract Extension: In this resolution, the following administrators shall be extended an additional year through 2025-2026 pursuant to ORS 342.845(5)(a): Eric Carman, Olivia Johnson, and Michelle Marshall.

**9. A.7** Resolution 23-24/10 – Administrator Three-Year Contract Extension: In this resolution, the following administrator shall be issued individual employment contracts for the 2024-2025, 2025-2026, 2026-2027 school years, pursuant to ORS 342.845(5)(a).

Director Larson moved to approve items under 9.A. 1 seconded by Director Graham-Adams. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

Director Larson moved to approve Resolutions 23-24/05 – 10, seconded by Director McCann. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

**9. B Non-Licensed Personnel Report:** The non-licensed personnel report was presented for review:

- Retirement of Victoria Thoms, 1.0 FTE Custodian, effective July 31, 2024.
- Hiring of Mark Esquivel, 1.0 FTE Custodian, effective February 27, 2024.
- Hiring of Kelli Krieschel, 6.00 Title Instructional Assistant at Veneta Elementary School, effective February 21, 2024.
- Resignation of Ethan Davis, JV Baseball Coach at Elmira High School, effective March 11, 2024.

**9. B.1 Renew District Office Group for 2024-2025: Quanah Bennett, Leiisa Boytz, Amy Hand, Paul Lambert, Dan Prutzman, and Michelle Smith.**

Director Graham-Adams moved to approve the renewal of the district office group for 2024-

2025, seconded by Director McCann. There was no discussion. The motion carried with Directors Boren, Larson, Graham-Adams, Pizzola, and McCann voting yes. 5-0.

**LATE ITEMS/CLOSING COMMENTS (Agenda Item 10):** Chair Boren reported that the superintendent evaluation form will be sent out by the board secretary this week.

Director McCann asked about reviewing the science curriculum prior to adoption. Director Marshall will have the information to the board prior to adoption later this spring.

There was a time of discussion on the superintendent evaluation cycle for 2024-2025. The board will need to decide this spring/summer what evaluation tool they will want to use for the next evaluation cycle. This will be an item on the May or June agenda.

There was a time of discussion on the dates the staff exit surveys would be shared with the school board.

**UPCOMING DATES (Agenda Item 11):**

March 22: No School

March 25-29: Spring Break

April 4: End of 3<sup>rd</sup> Quarter

April 5: No School

**Elmira Elementary**

March 1-12: Idta-Read

April 10: Kindergarten Information Night

**Veneta Elementary**

March 30: Community Egg Hunt

April 10: Kindergarten Information Night

April 12: Talent Show

**Fern Ridge Middle School**

March 21: Parent/Teacher Conferences

**Elmira High School**

March 20: Career Fair

March 21: Parent/Teacher Conferences

**ADJOURNMENT (Agenda Item 12):** Chair Boren adjourned the meeting at 7:27 pm.

Attest: \_\_\_\_\_  
School Board Representative

\_\_\_\_\_  
Gary E. Carpenter, Jr., Superintendent

Avg.  
Class  
Size

	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
EES Teacher 1	19													19
EES Teacher 2	17													17
EES Teacher 3		23												23
EES Teacher 4		9	15											24
EES Teacher 5			22											22
EES Teacher 6			21											21
EES Teacher 7				22										22
EES Teacher 8				21										21
EES Teacher 9					26									26
EES Teacher 10					25									25
EES Teacher 11						22								22
EES Teacher 12						22								22
<b>Elmira Elementary</b>	<b>36</b>	<b>32</b>	<b>58</b>	<b>43</b>	<b>51</b>	<b>44</b>								<b>264</b>
VES Teacher 1	15													15
VES Teacher 2	16													16
VES Teacher 3	15													15
VES Teacher 4		24												24
VES Teacher 5		23												23
VES Teacher 6		23												23
VES Teacher 7			26											26
VES Teacher 8			26											26
VES Teacher 9				30										30
VES Teacher 10				29										29
VES Teacher 11					26									26
VES Teacher 12					26									26
VES Teacher 13						27								27
VES Teacher 14						28								28
<b>Veneta Elementary</b>	<b>46</b>	<b>70</b>	<b>52</b>	<b>59</b>	<b>52</b>	<b>55</b>								<b>334</b>
<b>Total Elementary</b>	<b>82</b>	<b>102</b>	<b>110</b>	<b>102</b>	<b>103</b>	<b>99</b>								<b>598</b>
<b>Fern Ridge Middle School</b>							<b>99</b>	<b>86</b>	<b>84</b>					<b>269</b>
<b>FRMS Options</b>							<b>1</b>	<b>2</b>	<b>7</b>					<b>10</b>
<b>Elmira High School</b>										<b>102</b>	<b>81</b>	<b>79</b>	<b>71</b>	<b>333</b>
<b>EHS Options</b>										<b>4</b>	<b>9</b>	<b>15</b>	<b>20</b>	<b>48</b>
<b>EE Bridges (K-2)</b>	<b>1</b>	<b>4</b>	<b>3</b>											<b>8</b>
<b>EE Bridges (3-5)</b>				<b>4</b>	<b>1</b>	<b>3</b>								<b>8</b>
<b>VES (Structured Learning)</b>		<b>1</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>2</b>								<b>10</b>
<b>Home Tutor</b>														<b>-</b>
<b>FRMS Bridges (6-8)</b>							<b>3</b>	<b>2</b>	<b>1</b>					<b>6</b>
<b>Total In-District Enrollment</b>	<b>83</b>	<b>107</b>	<b>115</b>	<b>108</b>	<b>107</b>	<b>104</b>	<b>103</b>	<b>90</b>	<b>92</b>	<b>106</b>	<b>90</b>	<b>94</b>	<b>91</b>	<b>1,290</b>
<i>Change from Adopted Budget (based on ADMr of 1346)</i>														<b>(56)</b>
<b>Out of District Placements</b>	<b>2</b>	<b>3</b>		<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>6</b>	<b>25</b>
<i>Change from Adopted Budget (based on ADMr of 16)</i>														<b>9</b>
<b>Total WLTL Charter School</b>										<b>15</b>	<b>25</b>	<b>29</b>	<b>20</b>	<b>89</b>
<b>FRSD Attending WLTL</b>										<b>3</b>	<b>15</b>	<b>15</b>	<b>13</b>	<b>46</b>
<i>Change from Adopted Budget (based on ADMr of 65)</i>														<b>24</b>
<b>Total District/ Out of District /Charter School Enrollment</b>														<b>1,404</b>
<i>Change from Adopted Budget (based on ADMr of 1427)</i>														<b>(23)</b>

22.00

23.86


**FERN RIDGE SCHOOL DISTRICT 28J**

## General Fund Revenue and Expenditures

<b>March 31, 2024</b>	<b>ADOPTED 23-24 BUDGET</b>	<b>JULY</b>	<b>AUG</b>	<b>SEPT</b>	<b>OCT</b>	<b>2023-2024</b>					<b>TOTAL YTD</b>	<b>REMAINING BALANCE</b>
						<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>		
<b>Beginning Fund Balance</b>	4,803,178	-	-	-							-	4,803,178
<b>OPERATING REVENUE:</b>												
PROPERTY TAXES	5,334,638	2,429	9,588	6,597	6,246	3,419,165	1,601,369	49,177	22,503	107,900	5,224,975	109,663
COUNTY SCHOOL FUNDS	20,000	-	-	-	-	-	-	-	-	-	-	20,000
COMMON SCHOOL FUND	209,012	-	-	-	-	-	-	-	109,105	-	109,105	99,907
STATE MANAGED COUNTY TIMBER	-	658,672	-	-	-	-	-	-	14,750	-	673,422	(673,422)
FEDERAL FOREST FEES	-	-	-	-	-	-	-	-	-	-	-	-
OTHER REVENUES	419,514	32,821	59,019	47,900	60,091	54,692	67,680	66,032	61,742	62,850	512,826	(93,312)
STATE SCHOOL FUND	11,334,714	2,004,655	973,917	948,992	959,693	948,071	961,087	954,923	962,558	953,315	9,667,211	1,667,503
OTHER RESTRICTED GRANTS	-	-	-	-	-	-	-	-	-	-	-	-
RESTRICTED FR FED/GOV ST	-	-	-	-	-	-	-	-	-	-	-	-
INTERUND TRANSFERS	-	-	-	-	-	-	-	-	-	-	-	-
SALE OF FIXED ASSETS	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUE</b>	<b>17,317,878</b>	<b>2,698,576</b>	<b>1,042,524</b>	<b>1,003,489</b>	<b>1,026,030</b>	<b>4,421,927</b>	<b>2,630,136</b>	<b>1,070,132</b>	<b>1,170,660</b>	<b>1,124,065</b>	<b>16,187,539</b>	<b>1,130,339</b>
											<b>93%</b>	
<b>TOTAL BUDGETED REVENUE (INCLUDES BEGINNING FUND BALANCE)</b>		<b>22,121,056</b>									<b>16,187,539</b>	
<b>OPERATING EXPENDITURES:</b>												
SALARIES	7,840,816	146,183	172,728	612,554	622,338	624,235	626,121	620,388	629,658	711,352	4,765,558	3,075,258
BENEFITS	5,954,679	90,117	111,293	451,547	444,389	445,211	441,826	429,254	438,365	500,076	3,352,079	2,602,600
PURCHASED SERVICES	3,427,959	102,202	101,842	256,942	141,284	334,200	128,777	597,416	319,449	163,603	2,145,714	1,282,245
SUPPLIES & MATERIALS	470,217	27,150	14,365	50,713	56,054	31,238	15,495	58,603	20,344	35,644	309,607	160,610
CAPITAL OUTLAY	-	-	-	-	8,432	-	-	-	21,288	(8,432)	21,288	(21,288)
OTHER	255,287	235,491	11,446	3,139	4,099	5,891	-	717	2,972	614	264,368	(9,081)
<b>TOTAL OPERATING EXPENDITURES</b>	<b>17,948,958</b>	<b>601,143</b>	<b>411,674</b>	<b>1,374,895</b>	<b>1,276,597</b>	<b>1,440,774</b>	<b>1,212,220</b>	<b>1,706,378</b>	<b>1,432,076</b>	<b>1,402,857</b>	<b>10,858,614</b>	<b>7,090,344</b>
											<b>60%</b>	
<b>NON-OPERATING EXPENDITURES</b>												
INTERFUND TRANSFERS	2,068,500	-	-	-	-	-	2,060,000	-	-	-	2,060,000	8,500
CONTINGENCY	2,103,598	-	-	-	-	-	-	-	-	-	-	2,103,598
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>4,172,098</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,060,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,060,000</b>	<b>2,112,098</b>
<b>TOTAL BUDGETED EXPENDITURES</b>		<b>22,121,056</b>									<b>12,918,614</b>	



# Fern Ridge School District 28J

Gary Carpenter, Superintendent  
Quannah Bennett, Business Manager

88834 Territorial Road, Elmira, OR 97437  
Phone: (541) 935-2253  
Fax: (541) 935-8222

**TO:** Board of Directors  
**FROM:** Quannah Bennett, Business Manager  
**DATE:** April 8, 2024  
**RE:** **BOARD BRIEFING MEMORANDUM:**  
**Supplemental Budget #1**

## BACKGROUND

Oregon Revised Statute (ORS) 294.471(1)(a) allows a school district to amend its adopted budget to accommodate “an occurrence or condition that is not ascertained when preparing the original budget or a previous supplemental budget for the current year or current budget period and that requires a change in financial planning.”

## PROPOSED SUPPLEMENTAL BUDGET TRANSACTIONS

You are scheduled to adopt a supplemental budget at this April 8<sup>th</sup>, meeting. A public hearing is not necessary as the proposed supplemental budget transactions do not change expenditures in any fund by more than 10 percent. An overview of the proposed transactions is presented below.

*This supplemental budget is structured to accomplish two main objectives. First, it transfers spending authority among appropriations within the General Fund and Special Revenue Fund to reflect salary and benefit changes made after the budget was adopted as a result of negotiations, legislative action, and staffing adjustments. Second, it recognizes and appropriates greater than budgeted resources in the General Fund and Special Revenue Fund.*

## GENERAL FUND

### Recognize Revenue

- Increase Earnings on Investments \$ 273,714

### **TOTAL RESOURCES**

**\$ 273,714**

### Operating Expenditures

- Increase Appropriation for Instruction \$ 24,379
- Restrictive Programs- Out of District slots*
- Alternative Education –Out of District Slots* \$ 26,000

- Increase Appropriation for Support Services
  - Phycological Services – Evaluation Services* \$ 29,044
  - Risk Management Services – Property Insurance Premium* \$ 9,780
  - Transportation – Special Education* \$ 173,528
- Increase Appropriation for Transfer of Funds \$ 10,983
  - Food Service Fund (paid lunch equity)*

**TOTAL REQUIREMENTS** **\$ 273,714**

**SPECIAL REVENUE FUND**

**Recognize Revenue**

The following proposed transactions recognize new revenue or a loss of revenue. All of the figures are based on revenue projected to be received this fiscal year.

- Increase Interfund Transfers – *From General Fund* \$ 10,983
- Increase Other Restricted Grants-in-aid - *SIA* \$ 172,060
- Increase Charter School State School Fund \$ 154,955

**TOTAL RESOURCES** **\$ 337,998**

**Operating Expenditures**

- Increase Appropriation for Instruction
  - Supplies -Reduction of Student Supply Fees* \$ 21,000
  - Charter Schools - Charter School Payments* \$ 154,955
- Increase Appropriation for Support Services
  - Salaries & Benefits – Elementary Counselor* \$ 117,978
  - Operation Services – OR Data Suites* \$ 7,966
  - Technology Services – Digital Subscriptions* \$ 19,866
- Increase Appropriation for Enterprise and Community Services
  - Food Services – Various Equipment* \$ 10,983
  - Community Services – Community Engagement Supplies/materials* \$ 5,250

**TOTAL REQUIREMENTS** **\$ 337,998**

*Dues & Fees - \$1,000*

**TOTAL REQUIREMENTS** **\$ 1,000**

**TOTAL SUPPLEMENTAL BUDGET** **\$ 611,712**

**RECOMMENDATION:**

The Superintendent and I recommend approval of the supplemental budget as presented, or as modified as a result of Board discussion. A resolution amending the 2023-2024 budget is attached.

**April 8, 2024 – Resolution #23-24/02**

**FERN RIDGE SCHOOL DISTRICT 28-J**  
**88834 Territorial Road**  
**Elmira, OR 97437**  
**RESOLUTION NO. 23-24/02**

**ADOPT A SUPPLEMENTAL BUDGET AND  
MAKE APPROPRIATIONS FOR THE 2023-2024 FISCAL YEAR**

WHEREAS, the Board of Directors of Fern Ridge School District 28J finds that adopting a supplemental budget and making appropriations is necessary under ORS 294.471.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Fern Ridge School District 28J as follows:

That this Supplemental Budget for Fern Ridge School District 28J, for the fiscal year beginning July 1, 2023, and ending June 30, 2024, as set forth below is hereby adopted.

That this Supplemental Budget was prepared in accordance with ORS 294.471(1)(a), which authorizes the formulation of a supplemental budget resulting from "an occurrence or condition which had not been ascertained at the time of the preparation of a budget for the current year or current budget period which requires a change in financial planning."

That notice of this Supplemental Budget was published in accordance with ORS 294.480(3) in that a notice of a public hearing was published not less than five days prior to the public meeting;

That this resolution complies with ORS 294.480(4) and does not authorize an increase in the levy of property taxes above the rate and amount imposed by Resolution No. 22-23/12 dated June 26, 2023.

That the amounts for the fiscal year beginning July 1, 2023, and for the purposes shown below are hereby appropriated as follows:

	ADOPTED BUDGET	SB #1 23-24/02	AMENDED BUDGET
<b>GENERAL FUND</b>			
1000 Instruction	9,913,992	50,379	9,964,371
2000 Support Services	8,034,966	212,352	8,247,318
5200 Other Uses	2,068,500	10,983	2,079,483
6000 Contingency	718,028		718,028
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>	<b>\$ 20,735,486</b>	<b>\$ 273,714</b>	<b>\$ 21,009,200</b>
<b>SPECIAL REVENUE FUND</b>			
1000 Instruction	4,647,423	175,955	4,823,378
2000 Support Services	4,306,030	145,810	4,451,840
3000 Enterprise and Community Services	986,903	16,233	1,003,136
4000 Facilities Acquisition & Construction	400,000		400,000
5200 Interfund Transfers	82,945		82,945
5300 Other Uses	100,000		100,000
6000 Contingency	3,504,792	-	3,504,792
<b>TOTAL SPECIAL REVENUE APPROPRIATIONS</b>	<b>\$ 14,028,093</b>	<b>\$ 337,998</b>	<b>\$ 14,366,091</b>
<b>DEBT SERVICE FUND</b>			
5100 Debt Service	3,320,071		3,320,071
<b>TOTAL DEBT SERVICE FUNDS APPROPRIATIONS</b>	<b>\$ 3,320,071</b>	<b>\$ -</b>	<b>\$ 3,320,071</b>
<b>TOTAL APPROPRIATIONS, ALL FUNDS</b>	<b>\$ 38,083,650</b>	<b>\$ 611,712</b>	<b>\$ 38,695,362</b>
<b>TOTAL UNAPPROPRIATED AMOUNTS, ALL FUNDS</b>	<b>\$ 1,479,645</b>	<b>\$ -</b>	<b>\$ 1,479,645</b>
<b>TOTAL BUDGET</b>	<b>\$ 39,563,295</b>	<b>\$ 611,712</b>	<b>\$ 40,175,007</b>

ADOPTED by the Board of Directors of the Fern Ridge School District 28J this 8<sup>h</sup> day of April, 2024. The effective date of this resolution is the date of adoption.

Adopted by a vote of \_\_\_\_\_ for and \_\_\_\_\_ against.

ATTEST:

\_\_\_\_\_  
Mark Boren, Chairperson  
Board of Directors

\_\_\_\_\_  
Gary Carpenter, Superintendent



# Fern Ridge School District

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Gary Carpenter, Superintendent  
Quanah Bennett, Business Manager

88834 Territorial Road, Elmira, OR 97437  
Phone: (541) 935-2253  
Fax: (541) 935-8222

**TO:** Board of Directors

**FROM:** Quanah Bennett, Business Manager

**DATE:** April 8, 2024

**RE:** School Food Service Operation & Management

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## **BACKGROUND**

On February 8, 2024, the District issued a request for proposals (RFP) to operate and manage the school food service program. The original solicitation documents and specifications were developed based on standards required by the Oregon Department of Education. The RFP was advertised in the Register Guard.

Proposals were due on March 8th, 2024. We received one proposal from our current food service contractor, Chartwells School Dining Services. The proposal from Chartwells was reviewed by Superintendent Gary Carpenter, Director of K-12 Michelle Marshall, and Business Manager Quanah Bennett, based on an evaluation plan outlined in the RFP. On March 12, 2024, Chartwells was notified as the apparent successful proposer.

## **RECOMMENDATION**

At this time, it is recommended that the Board approve Chartwells as the selected proposer and direct the Superintendent and Business Manager to execute a contract between the District and Chartwells by April 30, 2024.

# Fern Ridge School District 28J

Code: AC-AR  
Revised/Reviewed: 12/11/00; 5/23/05; 11/16/15;  
12/18/17; 11/18/19; 3/16/20;  
3/14/22; 11/22/22  
Orig. Code: AR 2133

## Discrimination Complaint Procedure

Any person, including students, staff, visitors and third parties, may file a complaint.

Complaints regarding discrimination or harassment, on any basis protected by law, shall be processed in accordance with the following procedures:

Step 1: <sup>[1]</sup> Complaints may be oral or in writing and must be filed with the principal. Any staff member that receives an oral or written complaint shall report the complaint to the principal.

The principal shall investigate and determine the action to be taken, if any, and reply in writing, to the complainant within 10 school days of receipt of the complaint.

Step 2: If the complainant wishes to appeal the decision of the principal, the complainant may submit a written appeal to the superintendent within five school days after receipt of the principal's response to the complaint.

The superintendent shall review the principal's decision within five school days and may meet with all parties involved. The superintendent will review the merits of the complaint and the principal's decision. The superintendent will respond in writing to the complainant within 10 school days.

Step 3: If the complainant is not satisfied with the decision of the superintendent, a written appeal may be filed with the Board within five school days of receipt of the superintendent's response to Step 2. The Board may decide to hear or deny the request for appeal at a Board meeting. If the Board decides to hear the appeal, the Board may meet with the concerned parties and their representative at the next regular or special Board meeting. The Board's decision will be final and will address each allegation in the complaint and contain reasons for the Board's decision. A copy of the Board's final decision shall be sent to the complainant in writing or electronic form within ~~10~~ 30 days of ~~this meeting~~ receipt of the ~~appeal by the Board~~.

If the principal is the subject of the complaint, the individual may start at Step 2 and should file a complaint with the superintendent.

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<sup>[1]</sup> For district information. The district's timeline established by each step of the district's complaint procedure must be within 30 days of the submission of the complaint at any step, unless the district and complainant have agreed in writing to a longer time period for that step. The district's complaint procedure should not exceed a total of 90 days from the initial filing of the complaint, regardless of the number of steps involved, unless the district and the complainant have agreed in writing to a longer time period. (OAR 581-002-0005)

If the superintendent is the subject of the complaint, the complaint may start at Step 3 and should be referred to the Board chair. The Board may refer the investigation to a third party.

Complaints against the Board as a whole or against an individual Board member, may start at Step 3 and should be submitted to the Board chair and may be referred to district counsel. Complaints against the Board chair may start at Step 3 and be referred directly to the Board vice chair.

The timelines established in each step of this procedure may be extended upon mutual consent of the district and the complainant in writing. The overall timeline of this complaint procedure may be extended beyond 90 days from the initial filing of the complaint upon written mutual consent of the district and the complainant.

The complainant, if a person who resides in the district, a parent or guardian of a student who attends school in the district or a student, is not satisfied after exhausting local complaint procedures, the district fails to render a written decision within 30 days of submission of the complaint at any step or fails to resolve the complaint within 90 days of the initialing filing of the complaint, may appeal<sup>2</sup> the district's final decision to the Deputy Superintendent of Public Instruction under Oregon Administrative Rules (OAR) 581-002-0001 – 581-002-0023.

#### **Charter Schools of which the District Board is a Sponsor**

The district Board, through this administrative regulation, will review an appeal of a decision reached by the Board of West Lane Charter School on a complaint alleging violation of Oregon Revised Statute (ORS) 659.850 or Oregon Administrative Rule (OAR) 581-021-0045 or 581-021-0046 (Discrimination). A complainant may appeal will submit such appeal to the superintendent on behalf of the district Board within 30 days of receipt of the decision from the public charter school board. A final decision reached by this district Board may be appealed to the Oregon Department of Education under OAR 581-002-0001 - 581-002-0023.

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<sup>2</sup> An appeal must meet the criteria found in OAR 581-002-0005(1)(a).



# Fern Ridge School District 28J

Code: **IGBHD**  
Adopted: 5/23/05

## Program Exemptions

The ~~superintendent or designee~~ district may excuse students from a state-required program or learning activity for reasons of religion, disability<sup>1</sup> or other reasons deemed appropriate by the district.

An alternative program for credit may be provided as approved by the superintendent.

Requests for excusal or accommodation must be in writing and must include the reasons for the request and a proposed alternative for an individualized learning activity which substitutes for the period of time exempt from the program and meets the goals of the learning activity or course being exempt. Requests may be filed by the student's parent or guardian, or by a student who is 18 years of age or older or who is an emancipated minor. Requests must be submitted to the teacher or principal.

~~An alternative education program for credit [may] [may not] be provided.~~ The district will determine if credit will be granted for any alternative activity.

END OF POLICY

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Legal Reference(s):

[ORS 336.035 \(2\)](#)

~~[ORS 336.465](#)~~

[ORS 336.615](#)

[ORS 336.625](#)

[ORS 336.635](#)

~~[OAR 581-002-0035](#)~~

~~[OAR 581-021-0009](#)~~

~~[OAR 581-021-0071](#)~~

~~[OAR 581-022-2050](#)~~

~~[OAR 581-022-2110](#)~~

~~[OAR 581-022-2505](#)~~

~~[OAR 581-022-0612](#)~~

~~[OAR 581-022-1350](#)~~

~~[OAR 581-022-1440](#)~~

~~[OAR 581-022-1910](#)~~

~~[OAR 581-022-1920](#)~~

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<sup>1</sup> If the district receives a request for a disability accommodation, the district should consider its obligations under the Individuals with Disabilities in Education Act and Section 504 of the Rehabilitation Act.



## Admission of Exchange Students

The Board recognizes the cultural benefits of foreign exchange student programs. The superintendent is authorized to accept foreign exchange students certified from the last exchange programs by the Council on Standards of International Education Travel (CSIET) on a J-1 Visa into schools on a tuition-free basis. Privately sponsored exchange students on an F-1 Visa may be admitted to district secondary schools only upon payment of tuition as required by law.

Admission of foreign exchange students shall be subject to the following guidelines:

1. Students will be considered for acceptance and enrolled on a space-available basis;
2. Students must be residing within the district boundary; however, students residing outside of the district boundaries may be considered if the host family has other FRSD students attending on an approved transfer and the resident district has agreed to release the student in writing, prior to acceptance.
3. The foreign exchange student will be at least 15 years of age and possess reasonable knowledge of auditory, spoken and written English comprehension as well as having a SLEP Level 3 performance score of 24 or higher in the listening and reading categories respectively with a combined score of 48 or higher. If the SLEP is not used in a given country, a comparable exam may be used;
4. The foreign exchange student will hold an equivalent status of freshman, sophomore or junior upon entry to the district;
5. Applications will be screened by the principal to determine if there is an appropriate program available for the student;
6. Students are guests of the FRSD and subject to all policies and regulations governing the conduct and behavior of resident students and any violation of the student code of conduct or attendance that does not meet 95 percent or failure to maintain a C average may be subject for revocation of enrollment status;
7. Resident families will complete a host family affidavit form accepting responsibility for the student and verifying that they are serving as a volunteer host family without personal profit;
8. A limit of two students per group sponsored program may be accepted each year with a total cap of four foreign exchange students being enrolled during a given semester. A limit of two privately sponsored students may be accepted each year; however, the total number of foreign exchange students is not to exceed four eight, depending on available space unless the superintendent approves additional student(s);

9. Students will be encouraged to participate in the full range of school activities, including school activities/athletics, provided they meet local and Oregon School Activities Association's (OSAA) criteria; exchange students will arrive before the start of the school year. If a student plans to participate in a fall sport, they will make every effort to attend two weeks of practice before the first day of classes commence.
10. As there are not to be any senior foreign exchange students or foreign exchange students that have graduated from high school, foreign exchange students may not participate in the high school graduation ceremony(ies) or earn an Elmira High School Diploma;
11. Foreign exchange students are encouraged to apply as early as possible in the spring of the preceding school year. Foreign student eligibility will be determined no later than June 15 of the preceding academic year, and organizations/students will be informed of the district decision at that time. If the cap of 8 students has not been reached, applications will continue to be accepted through August 1<sup>st</sup>. No applications will be accepted after August 1<sup>st</sup>.

END OF POLICY

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**Legal Reference(s):**

[ORS 339.133](#)

[ORS 433.267](#)

[OAR 581-022-1130](#)

Illegal Immigration and Immigration Reform Act of 1996, 8 U.S.C. §§ 1101, 1221, 1252, 1324, 1363, 1367 (2006).

## Admission of Foreign Exchange Students

### Prerequisites

1. State department guidelines stipulate that a group-sponsored student must obtain school approval and family placement before leaving his/her home country.
2. Foreign students attending district schools through group-sponsored exchange programs must obtain a "J-1" Visa from the U.S. Department of Immigration and Naturalization Service which they must show upon registration. Approved group-sponsored exchange programs are those designated by the United States Information Agency and officially recognized by the Board. Foreign students on a J-1 Visa are not required to pay tuition.

~~District approved foreign exchange group organizations will be assigned priority status through lottery and thus placed on a fixed rotation.~~

3. Foreign students attending district schools through private sponsorship must obtain an "F-1" Visa and prior approval required by the Immigration and Naturalization Service. Pursuant to federal law, foreign students on an "F-1" Visa may only attend secondary schools within the district and are required by law to pay the district's established tuition rate for the period of attendance. The period of attendance may not exceed 12 months.
4. The student or sponsoring organization will provide all dues and fees.

### Program Guidelines

~~The superintendent will consult with the building principal as necessary before establishing the maximum number of foreign exchange students the high school may accept.~~

1. Candidates will be selected from foreign exchange programs at the discretion of the building administrator.

~~In addition, up to two students may be accepted at any one time from short term programs at the discretion of the building administrator.~~

2. All pre-approved foreign exchange organizations or individuals will obtain approval from the high school administrator by ~~July 1~~ **June 15<sup>th</sup>** for the coming school year. **Applications may not be accepted after June 15, unless the cap of 8 has not been reached. No applications will be accepted after August 1<sup>st</sup>.**
3. The high school administration reserves the right to terminate attendance if the student does not comply with the high school academic/behavioral standards that apply to that student.
4. **All foreign exchange students will sign a contract with the High School administration regarding academics, behavior, and attendance.**

## **Hazing, Harassment, Intimidation, Bullying, Menacing, Cyberbullying and Teen Dating Violence Complaint Procedures - Student**

The Principals ~~has~~ have responsibility for investigations concerning acts of hazing, harassment, intimidation or bullying, menacing acts of cyberbullying and incidents of teen dating violence. The investigator(s) shall be a neutral party having had no involvement in the report presented.

All reports will be investigated in accordance with the following procedures:

- Step 1 Any reports or information on acts of hazing, harassment, intimidation or bullying, menacing, acts of cyberbullying, or incidents of teen dating violence information (complaints, rumors, etc.) shall be presented to the principal. Reports against the principal shall be filed with the superintendent. Reports against the superintendent shall be filed with the Board chair. All such information will be reduced to writing and will include the specific nature of the offense and corresponding dates.
- Step 2 The district official receiving the report shall promptly investigate. Parents will be notified of the nature of any report involving their student. The district official will arrange such meetings as may be necessary with all concerned parties within five working days after receipt of the information or report. The parties will have an opportunity to submit evidence and a list of witnesses. All findings related to the report will be reduced to writing. The principal conducting the investigation shall notify the person making the report within 10 working days of receipt of the information or report, and parents as appropriate, in writing, when the investigation is concluded and a decision regarding disciplinary action, as warranted, is determined.
- A copy of the notification letter or the date and details of notification to the person making the report, together with any other documentation related to the incident, including disciplinary action taken or recommended, shall be forwarded to the superintendent.
- Step 3 If the person making the report is not satisfied with the decision at Step 2, they may submit a written appeal to the superintendent or designee. Such appeal must be filed within 10 working days after receipt of the Step 2 decision. The superintendent or designee will arrange such meetings with the person making the report and other affected parties as deemed necessary to discuss the appeal. The superintendent or designee shall provide a written decision to the complainant's appeal within 10 working days.
- Step 4 If the person making the report is not satisfied with the decision at Step 3, a written appeal may be filed with the Board. Such appeal must be filed within 10 working days after receipt of the Step 3 decision. The Board shall, within 20 working days, conduct a hearing at which time the person making the report shall be given an opportunity to present the report. The Board shall provide a written decision to the person making the report within 10 working days ~~following completion of the hearing~~ of receipt of the appeal by the Board.

Reports against the superintendent should be referred to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, ~~within 20 days, within [20] days,~~ in open session what action, if any, is warranted. **A final decision will be made within 30 days of receipt of the report.**

Reports against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board. The Board chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, ~~within [20] days, within 20 days,~~ in open session what action, if any, is warranted. **A final decision will be made within 30 days of receipt of the report.**

Reports against the Board chair may be made directly to the Board vice chair on behalf of the Board. The Board vice chair shall present the report to the Board. If the Board decides an investigation is warranted, the Board may refer the investigation to a third party. When the investigation is complete, the results will be presented to the Board. After receiving the results of the investigation, the Board shall decide, ~~within [20] days, within 20 days,~~ in open session what action, if any, is warranted. **A final decision will be made within 30 days of receipt of the report.**

Timelines may be extended upon written agreement between both parties. This also applies to reports filed against the superintendent or any Board member.

Direct complaints of discriminatory harassment related to educational programs and services may be made to the Regional Civil Rights director, U.S. Department of Education, Office for Civil Rights, Region X, 915 Second Ave., Room 3310, Seattle, WA 98174-1099.

~~Documentation related to the incident may be maintained as a part of the student's education records. Additionally, a copy of all reported acts of hazing, harassment, intimidation or bullying, menacing, or cyberbullying, or incidents of teen dating violence and documentation will be maintained as a confidential file in the district office.~~

# Fern Ridge School District 28J

Code: **LBE**  
Adopted: 3/13/00  
Revised/Readopted: 5/23/05; 9/25/06; 12/06/10;  
11/19/12; 2/17/15; 5/20/19;  
10/19/20; 4/19/21  
Orig. Code: 8700

## Public Charter Schools\*\*

Public charter schools may be established as a new public school or a virtual public school, from one or more existing public schools in the district or a portion of the school, or from an existing alternative education program. A public charter school may not convert an existing tuition-based private school into a charter school, affiliate itself with a nonpublic sectarian school or religious institution, or encompass all the schools in the district unless the district is composed of only one school.

Public charter schools shall demonstrate a commitment to the mission and diversity of public education while adhering to the following goals:

1. Increase student learning and achievement;
2. Increase choices of learning opportunities for students;
3. Better meet individual student academic needs and interests;
4. Build stronger working relationships among educators, parents and other community members;
5. Encourage the use of different and innovative learning methods;
6. Provide opportunities in small learning environments for flexibility and innovation;
7. Create new professional opportunities for teachers;
8. Establish additional forms of accountability for schools; and
9. Create innovative measurement tools.

An applicant must submit a complete public charter school proposal that meets the requirements of Oregon law, and includes other information required by the district in the application process. **The public charter school will be located and operated within the sponsoring district except where authorized by law.**

The public charter school employer will be determined with each proposal. If the district is the employer, the terms of the current collective bargaining agreement will be examined to determine which parts of the agreement apply. If the district is not the sponsor of the public charter school, the district shall not be the employer and will not collectively bargain with public charter school employees.

The district will determine if it has any vacant or unused buildings and make a list of such buildings; buildings may be made available for public charter school use, subject to Board approval and Board policy.

Public charter school students shall not be permitted to participate in district curricular programs.<sup>1</sup>

Public charter school students in grades K-8 may participate in their resident district's activities that are offered before or after regular school hours. Public charter school students in grades 9-12 may participate in their resident district's available activities that are sanctioned by the Oregon School Activities Association (OSAA) when the requirements found in Oregon law are met.

The district will not provide instructional materials, lesson plans, or curriculum guides for use in a public charter school.

The superintendent will develop administrative regulations to include, but not limited to, the proposal process, review, and appeal procedures, and program evaluation, renewal, and termination.

END OF POLICY

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**Legal Reference(s):**

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<sup>1</sup> Unless allowed by Oregon law related to OSAA-sanctioned activity participation.

[ORS 327.077](#)  
[ORS 327.109](#)  
[ORS 332.107](#)

[ORS 338](#)  
[ORS 339.141](#)  
[ORS 339.147](#)

[ORS 339.450](#)  
[ORS 339.460](#)  
[OAR 581-026-0005 - 0710](#)

Every Student Succeeds Act, 20 U.S.C. §§ 6311-6322 (2018).  
[Senate Bill 767 \(2023\)](#).



**FERN RIDGE SCHOOL DISTRICT 28J**  
**Meeting Schedule – Board of Directors**  
**2024-2025 School Year**

***Regular Meeting – Third Monday of the month, unless otherwise noted.***  
***Time: 6:30 p.m.***

***School Board meeting agendas and documents can be reviewed at:***  
***[www.meetings.boardbook.org/Public/Organization/1535](http://www.meetings.boardbook.org/Public/Organization/1535)***

<b>Date</b>	<b>Type of Meeting</b>	<b>Location</b>
Monday, July 15, 2024	Regular Meeting	Elmira Elementary Library/Zoom Webinar
Tuesday, August 6, 2024	Special: Board Retreat	Elmira Elementary Library//Zoom Webinar
Monday, August 19, 2024	Regular Meeting	Elmira Elementary Library//Zoom Webinar
Monday, September 16, 2024	Regular Meeting	Elmira Elementary Library//Zoom Webinar
Monday, October 21, 2024	Regular Meeting	Elmira Elementary Library//Zoom Webinar
Monday, November 18, 2024	Regular Meeting	Elmira Elementary Library//Zoom Webinar
Monday, December 16, 2024	Regular Meeting	Elmira Elementary Library//Zoom Webinar
Monday, January 27, 2025 <i>4th Monday due to MLK holiday</i>	Regular Meeting	Elmira Elementary Library//Zoom Webinar Elmira High School Report
Monday, February 24, 2025 <i>4th Monday due to President’s Day</i>	Regular Meeting	Elmira Elementary Library//Zoom Webinar West Lane Charter Report
Monday, March 17, 2025	Regular Meeting	Elmira Elementary Library//Zoom Webinar Elmira Elementary School Report
Monday, April 21, 2025	Regular Meeting	Elmira Elementary Library//Zoom Webinar Veneta Elementary School Report
Monday, May 19, 2025	Regular Meeting	Elmira Elementary Library//Zoom Webinar Fern Ridge Middle School Report
Monday, June 16, 2025	Regular Meeting	Elmira Elementary Library//Zoom Webinar

***SCHOOL BOARD MEETING LOCATION***

Elmira Elementary Library- 88960 Territorial Rd., Elmira, OR  
 Virtual Information – visit [meetings.boardbook.org/Public/Organization/1535](http://meetings.boardbook.org/Public/Organization/1535) for details

The Fern Ridge School District is an equal opportunity educator and employer.

In accordance with ORS 192.630, Fern Ridge School Board meeting facilities are accessible to persons with disabilities and with sufficient notice, to hearing impaired individuals. Persons having questions about or requests for special needs and accommodation should contact the Superintendent’s Office at 88834 Territorial Road, Elmira, OR or 541-935-2253 Ext. 1203.

Updated April 8, 2024



## Fern Ridge School District 28J

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Gary E. Carpenter Jr.  
Superintendent

88834 Territorial Road, Elmira, OR 97437  
Phone: (541) 935-2253  
Fax: (541) 935-8222

### **Classified/Confidential/Manager/Coach Employees Resignations/New Hires/Transfers/Other Report**

April 8, 2024

#### Resignations/Retirements

1. Resignation of Tyler Kohler, 7.00 Instructional Behavior Assistant at Elmira Elementary School, effective April 3, 2024.

#### New Hires/Transfers

1. None at this time.

#### Other

1. None at this time.

#### Coaches

1. Hiring of WC Grover, JV Baseball Coach at Elmira High School, effective March 12, 2024.

April 8, 2024– Resolution #23-24/11

**FERN RIDGE SCHOOL DISTRICT 28J**  
**88834 Territorial Road**  
**Elmira, OR 97437**  
**RESOLUTION NO. 23-24/11**

**RESOLUTION FOR SUPERINTENDENT’S CONTRACT EXTENSION**

**WHEREAS**, ORS 332.505(2)(a) provides that a superintendent will be employed pursuant to a contract no greater than three years in length; and

**WHEREAS**, ORS 332.505(2)(a) provides that a school board may elect to issue a subsequent contract for “an additional three years” at any time; and

**WHEREAS**, the current contract between the superintendent covers three years and expires June 30, 2026; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Fern Ridge School District No. 28J, Lane County, Oregon, that the superintendent shall have his contract by this resolution extended by one year so that it now expires June 30, 2027.

Gary E. Carpenter, Jr.

**ADOPTED** by the Board this 8<sup>th</sup> day of April 2024, Lane County School District 28J.

\_\_\_\_\_  
Board of Directors, Chair

\_\_\_\_\_  
Superintendent