

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT 8R, HERMISTON**

There will be a Regular Meeting of the  
Board of Education of the Umatilla County School District 8R  
at Hermiston School District Offices  
Boardroom  
305 S.W. 11th Street.  
Hermiston, Oregon 97838  
Monday, July 14, 2025, 6:00 PM

**Rosa Cerda-Diaz**  
Executive Assistant to the  
Superintendent and Board of Education

**AGENDA**

1. **CALL TO ORDER REGULAR MEETING (6:00 p.m.)** *Vice Chair Luisi*
2. **INTRODUCTORY ITEMS (6:00 p.m.)** *Vice Chair Luisi*
  1. Pledge of Allegiance
  2. Swear In New Board Members 4
  3. Election of Board Chair 5
    1. Passing of the Gavel
  4. Election of Board Vice Chair 7
  5. Election of Board Second Vice Chair 9
  6. Adoption of Agenda 10
  7. Approval of Minutes 11
3. **PUBLIC COMMENTS (6:30 p.m.)** *Chair*

Welcome. This is the time we reserve in our meeting for public comment.  
According to Board Policy KL, any complaint regarding a specific employee of the Hermiston School District must be routed through the superintendent's office.  
The Hermiston School District Board of Education accepts public comments virtually and in person. Members of the public wishing to address the board virtually submitted written statements or requests by 4:00 p.m. prior to this meeting.  
Those wishing to address the board in person should stand and be recognized, then move forward to the microphone at the center table. Prior to making your comments, state your first and last name and school or topic. Please limit your comments to a maximum of three (3) minutes and address them to me.  
Is there anyone here tonight who would like to address the board?
4. **REPORTS (6:40 p.m.)**
  1. Board of Education *Chair*

**Board of Education Goals**

    1. Academic Achievement. Demonstrate continuous improvement in all measured areas for each student.
    2. Stewardship. Maintain sound fiscal stewardship of community resources consistent with board policy.
    3. Community. Engage our diverse community in creating opportunities to advance student achievement.

\* Timing of agenda is not meant to be time specific. Instead, the time identified is for pacing purposes only. The Board of Education may modify the agenda and the order in which items are taken for consideration.

\*\* Consent agenda items are considered for action as an entire group. Details for these items are available for public inspection at the District Office.

\*\*\* Members of the public are invited to address the Board of Education during Public Comments.

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1. Future Agenda Item Discussion <i>Chair</i>	
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<b>10. EXECUTIVE SESSION</b>	
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<b>11. ADJOURN (8:00 p.m.)</b>	

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## Future Focused:

*Building Knowledge and Skills for Tomorrow*

I, \_\_\_\_\_, do solemnly swear that I will support the Constitution of the United States, the Constitution of the State of Oregon and the laws thereof, and the policies of the Hermiston School District. I will faithfully and impartially discharge the duties of the Office of School Board Member according to the best of my ability throughout the length of my term.

# Hermiston School District

## Application for School Board Officer Position

2025-2026

### Bonnie Luisi

Position interested in:  Chairman  Vice Chairman  Second Vice Chairman

Years of service on school board: 8+ years

2 years as Second Vice Chair

1 year Vice Chair

Previous committee experience: I have served on all Board Committees- Budget, CAB, Finance, Policy Several building naming/renaming committees, school boundary committees, Hermiston Ed Foundation, Negotiations and several bond committees over the years.

### Remarks:

In addition to serving on the Hermiston School Board, I have had many opportunities to serve on the following Boards:

Appointed to the Early Learning State Committee by Gov Kitzhaber -2 years

Appointed to the State OEBC Board by Gov Brown -Re-appointed by Gov Kotek-7 years

OSEA St V. President 7 years

OSEA State President 2 years

Chair of Oregon Retired School Employees 6 years

AFT National Vice President 3 years

AFT National Retiree Board 6 years

Community Involvement: P.E.O., Our Lady of Angels Catholic Church Parish Council, Hospice, HEF

I am willing to serve any position on the Executive Board and look forward to doing so.

Hermiston School District  
Application for School Board Officer Position  
2025-2026

Name: James Hurst

Position interested in: Chairman  Vice Chairman  Second Vice Chairman

Years of service on school board: 2

Previous committee experience: HSD: Budget, Finance, CAB, Ed Council, Policy

Outside HSD: Midnight Sun Council, BSA, Tanana Valley District Executive Committee, Crater Lake Council, BSA Klamath District Executive Committee, Cascade Health Alliance Board Member & Community Projects Advisory Council Chair, Oregon Community Foundation Leadership Council (currently for Eastern Oregon), Klamath Museum Foundation, Rife Foundation, Klamath Falls Rotary Club Scholarship Committee, Hermiston Rotary Club Foundation Committee Chair, Henley Elementary School PTA Chair, Church congregational lay ministry leadership, Klamath Insurance Center Board Officer (VP), Insurance Marketplace Board Officer (VP), Atrio Health Plans Board Member

Remarks: \_\_\_\_\_

I've included some more germane roles based in leadership and communication aptitudes that I believe are necessary for officer candidates. These other roles provide experience in more than parliamentary procedure. They include experience in agenda management, public communication and involvement, executive management, fiduciary management and education, board liability, and strategic planning and visioning. I have chosen to apply because I feel my experience and expertise may be useful in one of these roles.

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Hermiston School District  
Application for School Board Officer Position  
2025-2026

Name: Teri Vander Stelt

Position interested in: Chairman  Vice Chairman  Second Vice Chairman

Years of service on school board: 3 years in September 2025

Previous committee experience: \_\_\_\_\_

HSD Finance Committee

HSD Policy Committee

HSD Bond Oversight Committee

HSD Certified Staff Negotiations

HSD Budget Committee

\_\_\_\_\_

Remarks: \_\_\_\_\_

Board service is a deep privilege and tremendous challenge, especially in leadership roles. I would like to further serve the board by dedicating my time and energy to the executive team. By applying, I offer my past board and committee experience and an eager willingness to learn this role. My aim is to benefit the board in any way possible and ultimately help each and every student reach his/her fullest potential.

\_\_\_\_\_ In service, \_\_\_\_\_

\_\_\_\_\_ Teri \_\_\_\_\_

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**2.0. INTRODUCTORY ITEMS**

**2.6. TOPIC:** Adoption of the Agenda

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education adopts the agenda as presented.

**Regular Meeting Minutes**  
**UMATILLA COUNTY SCHOOL DISTRICT #8, HERMISTON**  
**June 9, 2025, at 6:00 PM**

**1. CALL TO ORDER BUDGET HEARING**

Chair Hansell called the Budget Hearing meeting at 6:00 p.m.

**2. BUDGET HEARING**

2.1. Public Comment

No written comments were provided in advance, and no requests were made to address the board virtually for the Budget Hearing. Additionally, no comments were made in person.

**3. ADJOURN BUDGET HEARING**

Chair Hansell adjourn the Budget Hearing meeting at 6:02 p.m.

**4. CALL TO ORDER REGULAR MEETING**

Chair Hansell called the regular meeting to order at 6:02 p.m.

Hermiston School Board members present: Ms. Sally Hansell, Ms. Bonnie Luisi, Ms. Karen Sherman, Ms. Liliana Gomez, Ms. Teri Vander Stelt, Mr. Dain Gardner, and Mr. James Hurst. Also, in attendance were Superintendent Dr. Tricia Mooney, Assistant Superintendent Jake Bacon, Executive Assistant to the Superintendent and Board Rosa Cerda-Diaz, and Director of Business Services Katie Saul.

Incoming new Board Members present: Chris Elliott, Phillip Spicerkuhn, and Greg Jones.

**5. INTRODUCTORY ITEMS**

5.1. Pledge of Allegiance

Chair Hansell led everyone in the Pledge of Allegiance.

5.2. Adoption of Agenda

Mr. James Hurst made a motion to adopt the agenda as presented. The motion was seconded by Mr. Dain Gardner and passed unanimously with a vote of 7-0.

5.3. Approval of Minutes

Ms. Bonnie Luisi made a motion to approve the minutes of the Regular Meeting held on May 12, 2025, the Special Meeting held on May 15, 2025, and the Budget Committee Meeting held May 19, 2025. The motion was seconded by Ms. Karen Sherman and passed unanimously with a vote of 7-0.

## **6. PRESENTATIONS AND RECOGNITIONS**

### **6.1. Athletic & Activities**

Mr. Larry Usher recognized the accomplishments of spring sports athletes. Notably, Nadalie Cannell was named MCC Golfer of the Year and placed 12<sup>th</sup> at State Competition. The Boys and Girls Track and Field teams both achieved 6<sup>th</sup> place as a team at State. Additionally, the Girls Tennis team earned medals and finished 8<sup>th</sup> place at State Tennis tournament.

### **6.2. Student Board Representative**

Ms. Kari Bazan, Student Representative from Hermiston High School, presented an update on student leadership activities for May through the conclusion of the 2024-2025 school year. She highlighted key events, including Spring sports achievements, a final school assembly, and a Parade of Champions. Ms. Bazan expressed appreciation for the dedication of teachers who retiring or departing the district. She also announced a regional leadership conference scheduled for September 16, 2025, at EOTEC, which will host over 300 student leaders from across Eastern Washington. She concluded her report by noting a successful end-of-year celebration and sending students off on summer break on a positive note.

## **7. PUBLIC COMMENTS**

Chair Hansell read Board Policy KL to members of the public that addressed concerns and complaints to the Hermiston School District Board of Education.

No written public comment was submitted prior to the meeting. One request was submitted to address the board virtually by a public member, but did not attend the board meeting. There were eight in-person comments as follows:

- Tom Spoo addressed the board graduation and Military Stole.
- Concha Fernandez addressed to the board about Military Stole.
- Richard Meeks addressed the board about support for coaches.
- Robert Doherty addressed the board about middle school broadcasting.
- Greg Rodgers addressed the board about Military Stole.
- Toni Fitch addressed the board about Military Stole.
- Justin Gutierrez addressed the board about Military Stole.
- Chat Mills addressed the board about middle school behavior.

## **8. COMMUNICATIONS AND ANNOUNCEMENTS**

### **8.1. Oregon School Employees Association**

OSEA President Ms. Chapman was not in attendance.

### **8.2. Hermiston Association of Teachers**

HAT President Ms. Stacey Robledo was not in attendance.

## **9. REPORTS**

## 9.1. Board of Education

Ms. Karen Sherman shared her attendance at several Pinning Ceremonies and expressed her appreciation to the staff and administration for organizing a successful recognition dinner. She also noted the smooth execution of the graduation ceremony and acknowledged her 24 years of service on the Board. Ms. Sally expressed gratitude for the flowers she received and recognized Mr. Gardner for his four years of service. Both Ms. Hansell and Mr. Gardner are concluding their terms as Board Members for the Hermiston School District. Ms. Lili Gomez highlighted scholarship nights including announcements of student's post-secondary plans. She also extended her appreciation to Ms. Hansell, Ms. Sherman, and Mr. Gardner for their dedicated service to the Board.

Mr. Gardner made a motion to have a recessed at 6:52 p.m. for 5 minutes.

Meeting resumed at 6:58 p.m.

## 9.2. Business Office

### 9.2.1. Financial Reports

Ms. Katie Saul reviewed the revenue, expenditure, and ending fund balance reports for April 2025. Both the revenue and expenditure reports are green with an ending fund balance of 12.04%.

## 9.3. Superintendent's Office

### 9.3.1. Enrollment Report

Dr. Mooney began the Enrollment Report by recognizing Ms. Sherman at the recent Recognition Banquet, as well as honoring two board members during their final meeting with commemorative plaques. She then presented the enrollment data as of May 30, 2025. The district currently has 5,225 students enrolled in grades K-12 for the 2024-25 school year, a figure that closely mirrors the enrollment numbers from the 2014-15 school year. Dr. Mooney also noted that open enrollment for all students will begin on July 1<sup>st</sup>.

## 10. CONSENT ITEMS\*\*

### 10.1. Human Resources Department

Mr. James Hurst made a motion to approve the consent items 10.1.1. through 10.3.1. The motion was seconded by Ms. Bonnie Luisi and passed unanimously with a vote of 7-0.

#### 10.1.1. Personnel Resignations

The Board of Education approved the Personnel Resignations of the following employees:

<b>NAME</b>	<b>POSITION</b>	<b>BUILDING ASSIGNMENT</b>
Matthew Bake	Spanish Teacher	Hermiston High School
Cory Reasor	Special Ed Asst. Life Skills	Sandstone Middle School
Gloria Mitchell	Special Ed Asst. Life Skills	Hermiston High School
Meagan Barger	Special Ed Assistant	Desert View Elementary
Kathryn Davis	ELL Teacher	Hermiston High School
Tana Hall	Special Ed Assistant CREW	Armand Larive Middle School
Hailey Coleman	Nurse	District Office
Morgan Wilson	Educational Assistant	Desert View Elementary
Rylee Christianson	Health Teacher	Hermiston High School
Stephanie Thongdy	Operations Secretary	District Office
Amanda Arroyo Cortez	Special Ed Assistant	Sandstone Middle School
Amy Lewis	Mathematics Teacher	Sandstone Middle School
Ruth McClintock	Media Assistant	Hermiston High School
Tucker Kopta	Special Ed Assistant Crew	Armand Larive Middle School

#### 10.1.2. Personnel Appointments

The Board of Education approved the Personnel Appointments of the following employees:

<b>NAME</b>	<b>POSITION</b>	<b>BUILDING ASSIGNMENT</b>
Michelle Evans	Special Ed. Facilitator	District Office
Kelsey Barker	Prog. Sec. T&L Elem.	District Office
Crystal Klein	District Nurse	District Office
Meagan Barger	Special Ed-Crew	Armand Larive Middle School
Mayra Lopez	ELL Newcomer Prog.	Armand Larive Middle School
Sarann Leon	Sixth Grade Sci. Teacher	Armand Larive Middle School
Kayla Byrd	Fifth Grade Teacher	Sunset Elementary School
Kathryn Davis	ELL Teacher	Hermiston High School
Melissa Verbeken	Eng. Lang. Arts Teacher	Hermiston High School
Charles Askins	Eng. Lang. Arts Teacher	Hermiston High School
Angel Cortez	ELL Newcomer Prog.	Armand Larive Middle School
Antonio Munoz Villarruel	Grounds1	Maintenance
Joanna Pavana	Benefits Specialist	District Office
Gisela Loera	Custodian	Hermiston High School
Anne Jones	TOSA Intervention Spclst.	West Park Elementary
Natalee Sherbahn	Special Ed Teacher	Armand Larive Middle School
Michelle McAllister	Business Educ. Teacher	Hermiston High School

### 10.1.3. Extra Responsibility & Extra Duty Contracts

The Board of Education approved the Extra Responsibility & Extra Duty Contracts of the following employees:

<b>NAME</b>	<b>POSITION</b>	<b>BUILDING ASSIGNMENT</b>
David Faaeteete	Summer Weight Room	Hermiston High School
Michael Mosher	Summer Weight Room	Hermiston High School
Sarajane Gutierrez	Summer Weight Room	Hermiston High School
Benjamin Millard	Strength & Conditioning Coach	Hermiston High School
Jason Lambert	Strength & Conditioning Coach	Hermiston High School

### 10.2. Business Office

#### 10.2.1. Hermiston Education Foundation Board Appointments

That the Board of Education approved Brian Rust and Patrick Phillips as members of the Hermiston Education Foundation Board.

#### 10.2.2. Acceptance of Gifts

The Board of Education accepts the following Gifts:

<b>School/Program</b>	<b>Gift</b>	<b>Value</b>	<b>Donor</b>
Sunset Elementary School	School Supplies	\$121.30	Amer. Online Giving Found.
Rocky Heights Elem. School	School Supplies	\$21.50	Box Tops for Education
Rocky Heights Elem. School	School Supplies	\$361.60	Amer. Online Giving Found.
Hermiston High School Wood Shop Class	Wood Material	\$500	Stepping Stones Alliance
Desert View Elem. School	School Supplies	\$72.75	Amer. Online Giving Found.

### 10.3. Superintendent's Office

#### 10.3.1. 2025-26 Board Meeting Schedule

The Board of Education approved the meeting schedule for Monday, *November 17, 2025*.

## 11. ACTION ITEMS

### 11.1. 2025-26 Budget Adoption

Ms. Karen Sherman made a motion to adopts the 2025-2026 budget as presented per Resolution #24-25-06. The motion was seconded by Ms. Bonnie Luisi and passed unanimously with a vote of 7-0.

## 12. CALENDAR AND FUTURE ITEMS

### 12.1. Future Agenda Item Discussion

Please recall that there is no special meeting in June. At the July 14 meeting, the board will swear in a new member, elect new officers, and address annual business items.

### 12.2. Calendar Review

Dr. Mooney shared recent updates, including recognition of the Communications Team by the National School Public Relations Association for their outstanding work. Dr. Mooney

reviewed future calendars and upcoming events. Highlighting for June 10, 2025, Odds and Ends show with Ms. Sherman attending at 8:00 a.m. and Open House for Student Built home between 1:00 p.m. and 6:00 p.m., Maintenance and Custodial Pinning Ceremony on June 18th, and a tentative meeting for the Finance Committee on July 2.

Chair Hansell recessed the regular meeting at 7:20 p.m.

### 13. EXECUTIVE SESSION

#### 13.1. ORS 192.660(2)(d)

The board convened in executive session under ORS 192.660(2)(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

#### 13.2. ORS 192.660(2)(i)

The board convened in executive session under ORS 192.660(2)(i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

### 14. ADJOURN

With no further business, Chair Hansell adjourned the meeting at 8:57 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Superintendent/Clerk

\_\_\_\_\_  
Secretary

**SCHOOL BOARD COMMITTEES  
2025 - 2026**

BOARD COMMITTEES*	# OF MEMBERS	COMMITTEE MEMBERS 2024-2025	2025-2026
Budget (TM/KS)	7	All	
Negotiations (TM/JB)	3	Teri	
<b>ADMINISTRATIVE COMMITTEES</b>			
Agenda & Meeting Review (TM)	C, VC, 2VC	C, VC, 2VC	
Audit/Finance (TM/KS)	3	Lili, James, Teri	
Ed Council (TM)	3	Bonnie	
Policy Review Comm. (TM)	3	James, Teri	
<b>SPECIAL COMMITTEES</b>			
Odds & Ends - KOHU (TM)	C, VC, 2VC		
Bond Oversight Committee	3	Lili, Teri	
Community Acct. Board (TM)	2	James	
HEF Board (TM)	1	Bonnie	
<p>* Note: The only official, board-appointed, committees include the budget committee and the negotiations committee. These committees have delegated authority to act on behalf of the School Board in their respective areas.</p>			

<b>2024-25 Board Recognition School Assignments</b>	
Hermiston High School	
Armand Larive Middle School	Lili, Bonnie
Sandstone Middle School	James, Bonnie
Desert View Elementary School	Bonnie
Highland Hills Elementary School	
Loma Vista Elementary School	Teri
Rocky Heights Elementary School	Lili
Sunset Elementary School	James
West Park Elementary School	





**EXECUTIVE ORDER NO. 25-09**

**PERSONAL ELECTRONIC DEVICE POLICY FOR SCHOOL DISTRICTS**

**WHEREAS**, research shows that personal electronic device use leads to negative impacts on young people's mental health and self-esteem, with studies highlighting that adolescents spend more than 4 hours per day on social media with the highest frequency users reporting poor or very poor mental health.

**WHEREAS**, across the nation, research shows students are facing increased mental health impacts such as loneliness, anxiety, depression, self-harm, and suicide due to increased personal electronic device and social media usage.

**WHEREAS**, it is crucial the State assumes leadership to take necessary actions to protect the mental health and well-being of Oregon students.

**WHEREAS**, every student in Oregon should be fully engaged in the act of learning and have access to a distraction-free learning environment.

**WHEREAS**, administrators, educators, and school staff deserve to be supported to create the best learning environments for students with as many barriers removed as possible to promote student success.

**WHEREAS**, the Oregon Department of Education released statewide guidance, *Fostering Student Learning, Well-Being, and Belonging: Guidance for School Cell Phone Policies*, to school districts in October 2024 to support them in adopting such a policy.

**WHEREAS**, while several districts across the State have taken steps to implement personal electronic device policies, not all districts have established policies to support addressing the mental health crisis and increasing student learning.

**WHEREAS**, the State of Oregon cannot achieve improved academic outcomes in reading, math, and other studies if students are not able to focus on learning when they are in school.

**NOW, THEREFORE, I, TINA KOTEK**, Governor of the State of Oregon and the Oregon Superintendent of Public Instruction, by virtue of the power and authority vested in me by the Constitution and statutes of the State of Oregon, do hereby issue this order to become effective immediately:



**EXECUTIVE ORDER NO. 25-09  
PAGE TWO**

**IT IS ORDERED AND DIRECTED:**

1. The State of Oregon establishes a personal electronic device policy for all Oregon public school districts with the goal of supporting every student to have the best opportunity for academic success.
2. **Definition:** “Personal electronic device” means any portable, electrically powered device that is capable of making and receiving calls and text messages and accessing the internet independently from the school’s network infrastructure. This does not include a laptop computer or other device required to support academic activities.
3. **Policy Requirements:** Every Oregon school district is required to have a policy that shall prohibit the use of personal electronic devices by students from the start of regular instructional hours until the end of regular instructional hours. The policy must be adopted no later than October 31, 2025. Additionally:
  - a. The policy must be effective no later than January 1, 2026.
  - b. The policy must provide clarity on how personal electronic devices will be stored during the school day.
  - c. The policy may exclude time when students are not on school grounds and are not under the supervision of school personnel other than a school bus driver.
  - d. The policy must provide for the use of a personal electronic device by a student when the use complies with the terms of:
    - i. The student’s medical provider’s order for the care and treatment of a medical condition.
    - ii. The student’s individualized education program, as defined in ORS 343.035 or an education plan developed for the student in accordance with section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794.
    - iii. A written exemption provided for the student based on a process and guidelines adopted by the school district to allow school building administrators to accommodate the individual circumstances of a student or to further specific educational outcomes for a student.
  - e. The policy must provide direction to school personnel regarding actions that may be taken when a student violates requirements regarding the use of personal electronic devices under the policy. Allowed actions may not authorize or otherwise result in a student losing instructional time, which includes suspension or expulsion.



**EXECUTIVE ORDER NO. 25-09**  
**PAGE THREE**

- f. The policy must be posted on the school district web site and made available to:
  - i. School district personnel
  - ii. Students
  - iii. Parents and guardians
  - iv. Partners who are in the school building during the school day
  - v. Oregon Department of Education
  
4. **Monitoring:** The Oregon Department of Education shall monitor the progress of each district implementing this policy.

The Order shall remain in effect until the actions set forth above are implemented or the Governor directs otherwise.

Done at Salem, Oregon, this 2nd day of July, 2025.

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Tina Kotek  
GOVERNOR

ATTEST:

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Tobias Read  
SECRETARY OF STATE

**GENERAL FUND REVENUE DATA ENTRY REPORT**

MONTH	TAXES	INTST/FEES	INTER	STATE SSF	STATE OTH	FEDERAL	OTHER	TOTAL PROJ.	TOTAL ACT.	VARIANCE
JUL PRO	\$ -	\$ 149,026	\$ 244,938	\$ 9,876,557	\$ -	\$ -	\$ -	\$ 10,270,521		\$ (186,560) -1.82%
JUL ACT	\$ -	\$ 207,404	\$ -	\$ 9,876,557	\$ -	\$ -	\$ -	\$ -	\$ 10,083,961	\$ (186,560) YTD
AUG PRO	\$ 20,872	\$ 210,509	\$ 244,938	\$ 4,937,093	\$ 13,000	\$ -	\$ -	\$ 5,426,413		\$ 10,110 0.19%
AUG ACT	\$ 32,372	\$ 223,896	\$ 244,938	\$ 4,935,316	\$ -	\$ -	\$ -		\$ 5,436,522	\$ (176,451) YTD
SEP PRO	\$ 18,627	\$ 255,141	\$ 251,553	\$ 4,937,093	\$ -	\$ -	\$ -	\$ 5,462,415		\$ 143,617 2.63%
SEP ACT	\$ 32,545	\$ 393,232	\$ 244,938	\$ 4,935,316	\$ -	\$ -	\$ -		\$ 5,606,031	\$ (32,834) YTD
OCT PRO	\$ 21,614	\$ 162,435	\$ 244,938	\$ 4,937,093	\$ -	\$ -	\$ -	\$ 5,366,081		\$ 203,582 3.79%
OCT ACT	\$ 56,336	\$ 251,021	\$ 254,764	\$ 4,935,316	\$ 27,826	\$ 44,400	\$ -		\$ 5,569,663	\$ 170,748 YTD
NOV PRO	\$ 10,455,544	\$ 207,716	\$ 495,347	\$ 4,937,093	\$ -	\$ -	\$ -	\$ 16,095,701		\$ 234,806 1.46%
NOV ACT	\$ 10,448,015	\$ 199,362	\$ 747,815	\$ 4,935,316	\$ -	\$ -	\$ -		\$ 16,330,507	\$ 405,554 YTD
DEC PRO	\$ 1,506,411	\$ 181,573	\$ 244,938	\$ 4,937,093	\$ -	\$ -	\$ -	\$ 6,870,016		\$ 68,058 0.99%
DEC ACT	\$ 1,505,093	\$ 252,416	\$ 244,938	\$ 4,935,316	\$ -	\$ 311	\$ -		\$ 6,938,074	\$ 473,612 YTD
JAN PRO	\$ 106,288	\$ 181,698	\$ 455,063	\$ 4,937,093	\$ 373,582	\$ 12,500	\$ -	\$ 6,066,225		\$ 228,639 3.77%
JAN ACT	\$ 246,313	\$ 234,073	\$ 474,227	\$ 4,935,316	\$ 350,252	\$ 54,682	\$ -		\$ 6,294,864	\$ 702,251 YTD
FEB PRO	\$ 62,631	\$ 177,413	\$ 244,938	\$ 4,937,093	\$ -	\$ -	\$ -	\$ 5,422,076		\$ 17,935 0.33%
FEB ACT	\$ 58,819	\$ 200,938	\$ 244,938	\$ 4,935,316	\$ -	\$ -	\$ -		\$ 5,440,010	\$ 720,186 YTD
MAR PRO	\$ 302,688	\$ 246,195	\$ 251,939	\$ 4,555,906	\$ -	\$ -	\$ -	\$ 5,356,728		\$ 100,294 1.87%
MAR ACT	\$ 308,365	\$ 326,155	\$ 255,526	\$ 4,555,906	\$ 11,070	\$ -	\$ -		\$ 5,457,022	\$ 820,480 YTD
APR PRO	\$ 71,203	\$ 203,939	\$ 244,938	\$ 4,555,906	\$ -	\$ -	\$ -	\$ 5,075,986		\$ 15,391 0.30%
APR ACT	\$ 76,337	\$ 214,197	\$ 244,938	\$ 4,555,906	\$ -	\$ -	\$ -		\$ 5,091,378	\$ 835,871 YTD
MAY PRO	\$ 94,846	\$ 256,286	\$ 244,938	\$ 4,555,906	\$ 50,000	\$ -	\$ -	\$ 5,201,976		\$ (194,804) -3.74%
MAY ACT	\$ 84,987	\$ 231,030	\$ -	\$ 4,589,977	\$ 101,178	\$ -	\$ -		\$ 5,007,171	\$ 641,067 YTD
JUN PRO	\$ 301,440	\$ 338,069	\$ 16,913	\$ -	\$ 350,252	\$ -	\$ -	\$ 1,006,674		0.00%
JUN ACT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	YTD
<b>Projected</b>	<b>\$ 12,962,164</b>	<b>\$ 2,570,000</b>	<b>\$ 3,185,383</b>	<b>\$ 58,103,929</b>	<b>\$ 786,834</b>	<b>\$ 12,500</b>	<b>\$ -</b>	<b>\$ 77,620,810</b>		
<b>Budget Book</b>	<b>\$ 11,546,275</b>	<b>\$ 2,570,000</b>	<b>\$ 3,177,465</b>	<b>\$ 59,267,257</b>	<b>\$ 808,151</b>	<b>\$ 12,500</b>	<b>\$ 2,705,000</b>	<b>\$ 80,086,648</b>		
<b>Variance</b>	<b>\$ 1,415,889</b>	<b>\$ -</b>	<b>\$ 7,918</b>	<b>\$ (1,163,328)</b>	<b>\$ (21,317)</b>	<b>\$ -</b>	<b>\$ (2,705,000)</b>	<b>\$ (2,465,839)</b>		

TOT ACT	\$ 12,849,181	\$ 2,733,723	\$ 2,957,023	\$ 58,125,558	\$ 490,325	\$ 99,393	\$ -	\$ 77,255,203	<b>FORECAST ACT</b>	\$ <b>78,261,877</b>
% collected	99.13%	106.37%	92.83%	100.04%	62.32%	795.15%	#DIV/0!	99.53%		

**NOTE:** Nov-Jun projections revised to better reflect tax collections and projected SSF payments.  
SSF Estimate revised 2/21/2025

<b>LEGEND</b>	<b>Above or within 2.00% of projection</b>	<b>Between 2.01% &amp; 5.00% below</b>	<b>Below 5.01% of projection</b>
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GENERAL FUND EXPENDITURE DATA ENTRY REPORT							
MONTH	PROJ. P/R	ACTUAL P/R	PROJ. A/P	ACTUAL A/P	TOTAL	VARIANCE	
JULY PROJECTED	1,136,436		\$ 1,739,858		\$ 2,876,294 MONTHLY	\$ (10,246)	-0.36%
JULY ACTUAL		\$ 1,134,724		\$ 1,731,324	\$ 2,866,048 YTD	\$ (10,246)	-0.36%
AUGUST PROJECTED	1,325,656		\$ 1,222,842		\$ 2,548,498 MONTHLY	\$ (820,760)	-32.21%
AUGUST ACTUAL		\$ 1,288,521		\$ 439,217	\$ 1,727,738 YTD	\$ (831,006)	-15.32%
SEPTEMBER PROJECTED	5,549,252		\$ 835,042		\$ 6,384,294 MONTHLY	\$ (568,876)	-8.91%
SEPTEMBER ACTUAL		\$ 5,297,081		\$ 518,337	\$ 5,815,418 YTD	\$ (1,399,881)	-11.85%
OCTOBER PROJECTED	5,737,492		\$ 930,494		\$ 6,667,986 MONTHLY	\$ (225,479)	-3.38%
OCTOBER ACTUAL		\$ 5,608,850		\$ 833,657	\$ 6,442,507 YTD	\$ (1,625,360)	-10.42%
NOVEMBER PROJECTED	5,774,437		\$ 769,328		\$ 6,543,765 MONTHLY	\$ (70,654)	-1.08%
NOVEMBER ACTUAL		\$ 5,705,571		\$ 767,540	\$ 6,473,111 YTD	\$ (1,696,014)	-8.65%
DECEMBER PROJECTED	5,687,879		\$ 1,189,389		\$ 6,877,268 MONTHLY	\$ 483,934	7.04%
DECEMBER ACTUAL		\$ 5,527,249		\$ 1,833,952	\$ 7,361,202 YTD	\$ (1,212,081)	-6.03%
JANUARY PROJECTED	5,666,730		\$ 1,148,694		\$ 6,815,424 MONTHLY	\$ (110,606)	-1.62%
JANUARY ACTUAL		\$ 5,425,344		\$ 1,279,474	\$ 6,704,818 YTD	\$ (1,322,687)	-6.54%
FEBRUARY PROJECTED	5,855,050		\$ 1,396,409		\$ 7,251,459 MONTHLY	\$ (678,028)	-9.35%
FEBRUARY ACTUAL		\$ 5,683,698		\$ 889,733	\$ 6,573,431 YTD	\$ (2,000,715)	-9.55%
MARCH PROJECTED	5,737,464		\$ 1,079,271		\$ 6,816,735 MONTHLY	\$ (590,945)	-8.67%
MARCH ACTUAL		\$ 5,302,925		\$ 922,865	\$ 6,225,790 YTD	\$ (2,591,660)	-12.41%
APRIL PROJECTED	5,715,630		\$ 1,135,347		\$ 6,850,977 MONTHLY	\$ (327,656)	-4.78%
APRIL ACTUAL		\$ 5,440,640		\$ 1,082,681	\$ 6,523,321 YTD	\$ (2,919,315)	-13.96%
MAY PROJECTED	9,666,254		\$ 1,923,428		\$ 11,589,682 MONTHLY	\$ (20,417)	-0.18%
MAY ACTUAL		\$ 9,204,343		\$ 2,364,921	\$ 11,569,265 YTD	\$ (2,939,733)	-11.64%
JUNE PROJECTED	10,297,738		\$ 2,719,619		\$ 13,017,357 MONTHLY		
JUNE ACTUAL		\$ -		\$ -	\$ - YTD		
PROJECTED	\$ 68,150,018		\$ 16,089,721		\$ 84,239,739		
BUDGET BOOK	\$ 68,331,171		\$ 16,559,714		\$ 84,890,885		
VARIANCE	\$ 181,153		\$ 469,993		\$ 651,146	(proj. difference in budgeted expenditures)	
TOTAL ACTUAL		\$ 55,618,947		12,663,702	\$ 68,282,649	FORECAST ACT	\$ 81,300,006
% spent to date		81.61%		78.7%	81.06%		
Note:	<p>August A/P actuals were updated after board reports were presented due to grant funding.</p> <p>Nov-Jun Projections updated based upon planned spending and budget adjustment</p>						
LEGEND MONTHLY	Below or within 2.00%		Between 2.01% & 5.00% above		Above 5.01% of projection		
LEGEND YTD	Below or within 2.00%		Between 2.01% & 5.00% above		Above 5.01% of projection		

## GENERAL FUND MONTHLY ENDING FUND BALANCE REPORT

DATE	Revenue	Expenditure	Ending Fund Balance	Variance		EFB Monthly Projection for Year End
1-Jul-24 PROJECTED			\$ 12,769,429			
ACTUAL			\$ 13,991,578			
31-Jul-24 PROJECTED	\$ 10,270,521	\$ 2,876,294	\$ 20,163,656			
ACTUAL	\$ 10,083,961	\$ 2,866,048	\$ 21,209,491	\$ 1,045,835	5.19%	9.90%
31-Aug-24 PROJECTED	\$ 5,426,413	\$ 2,548,498	\$ 23,041,571			
ACTUAL	\$ 5,436,522	\$ 1,727,738	\$ 24,918,275	\$ 1,876,704	8.14%	10.78%
30-Sep-24 PROJECTED	\$ 5,462,415	\$ 6,384,294	\$ 22,119,691			
ACTUAL	\$ 5,606,031	\$ 5,815,418	\$ 24,708,888	\$ 2,589,197	11.71%	11.56%
31-Oct-24 PROJECTED	\$ 5,366,081	\$ 6,667,986	\$ 20,817,786			
ACTUAL	\$ 5,569,663	\$ 6,442,507	\$ 23,836,043	\$ 3,018,258	14.50%	11.99%
30-Nov-24 PROJECTED	\$ 16,095,701	\$ 6,543,765	\$ 30,369,722			
ACTUAL	\$ 16,330,507	\$ 6,473,111	\$ 33,693,439	\$ 3,323,717	10.94%	11.97%
31-Dec-24 PROJECTED	\$ 6,870,016	\$ 6,877,268	\$ 30,362,469			
ACTUAL	\$ 6,938,074	\$ 7,361,202	\$ 33,270,311	\$ 2,907,842	9.58%	11.52%
31-Jan-25 PROJECTED	\$ 6,066,225	\$ 6,815,424	\$ 29,613,270			
ACTUAL	\$ 6,294,864	\$ 6,704,818	\$ 32,860,358	\$ 3,247,087	10.96%	11.85%
28-Feb-25 PROJECTED	\$ 5,422,076	\$ 7,251,459	\$ 27,783,887			
ACTUAL	\$ 5,440,010	\$ 6,573,431	\$ 31,726,937	\$ 3,943,050	14.19%	10.93%
31-Mar-25 PROJECTED	\$ 5,356,728	\$ 6,816,735	\$ 26,323,880			
ACTUAL	\$ 5,457,022	\$ 6,225,790	\$ 30,958,169	\$ 4,634,289	17.60%	11.69%
30-Apr-25 PROJECTED	\$ 5,075,986	\$ 6,850,977	\$ 24,548,889			
ACTUAL	\$ 5,091,378	\$ 6,523,321	\$ 29,526,225	\$ 4,977,336	20.28%	12.04%
31-May-25 PROJECTED	\$ 5,201,976	\$ 11,589,682	\$ 18,161,183			
ACTUAL	\$ 5,007,171	\$ 11,569,265	\$ 22,964,132	\$ 4,802,949	26.45%	11.87%
30-Jun-25 PROJECTED	\$ 1,006,674	\$ 13,017,357	\$ 6,150,500			
ACTUAL	\$ -	\$ -	\$ 22,964,132		0.00%	
<b>INITIAL FORECASTED EFB</b>	<b>\$ 77,620,810</b>	<b>\$ 84,239,739</b>	<b>\$ 6,150,500</b>			<b>6.80%</b>
<b>ACTUALS TO DATE</b>	<b>\$ 77,255,203</b>	<b>\$ 68,282,649</b>				
<b>ANTICIPATED ACTUALS*</b>	<b>\$78,261,877</b>	<b>\$81,300,006</b>	<b>\$ 10,953,449</b>			<b>11.87%</b>
Monthly Comp.	Above or within 2.00% of projection	Between 2.01% & 5.00% below projection	Below 5.01% of projection			
	*Calculated using actuals through the current month and projected revenue and expenditures for future months					
NOTE:	Final as of December 6, 2024 completed audit of June 30, 2024 financials.					
	August A/P actuals were updated after board reports were presented due to grant funding. Aug EFB changed from 10.15% to 10.78%					
<b>ENDING FUND BALANCE LEGEND</b>	<b>8.00% to 9.00% and above</b>	<b>Between 7.99% to 7.50%</b>	<b>7.49% and below</b>			24

**Hermiston School District  
Impact of 2025-2026 Federal Grant Reduction**

On June 30, the U.S. Department of Education notified state education agencies that funding for several key federal education programs is under review and that Grant Award Notifications (GANs) would not be issued on July 1, as is customary. The programs affected include:

	<b>2024-2025 Award Amount</b>	<b>2025-2026 Budgeted Amount</b>	<b>2025-2026 Planned FTE</b>	<b>Description of Primary Use in Hermiston</b>
Title I, Part C – Migrant Education	73,000.00	108,961.00	1.75	1.5-2 hrs. per day for 1 EL Assistant at each building
Title II, Part A – Supporting Effective Instruction	196,927.00	200,802.00	-	Professional Development
Title III, Part A – English Language Acquisition	133,447.00	134,717.00	1.00	Family Engagement Specialist Professional Exempt FTE
Title III, Part A – English Language Acquisition Immigrant	11,200.00	-	-	
Title IV, Part A – Student Support and Academic Enrichment	111,002.00	111,180.00	1.00	Social Worker Licensed FTE
Title IV, Part B – 21st Century Community Learning Centers	-	-	-	N/A
		<b>555,660.00</b>		

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**ASSISTANT SUPERINTENDENT'S RECOMMENDATION**

**10.0. CONSENT:** Human Resources Department

**10.1.1. TOPIC:** Personnel Resignation

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education approves the resignation of the following employees:

NAME	POSITION	BUILDING ASSIGNMENT
Michelle McAllister	Lead Print Business Tech	Hermiston High School
Heather Osborne	Educational Assistant	Loma Vista Elementary
Kristina Moody	PrintShop Operator	District Office
Christian Lopez	Physical Education Teacher	Armand Larive Middle School
Armado Alvarez	School Counselor	Armand Larive Middle School
Brenda Appleton	Mathematics Teacher	Hermiston High School

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**ASSISTANT SUPERINTENDENT'S RECOMMENDATION**

**10.0. CONSENT:** Human Resources Department

**10.1.2. TOPIC:** Personnel Appointment

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education approves the appointment of the following employees:

NAME	POSITION	BUILDING ASSIGNMENT
Kelsey Flores	Mathematics Teacher	Sandstone Middle School
Sarajane Gutierrez	Special Education Teacher	Highland Hill Elementary
Nicole Gall	Special Education Teacher	Loma Vista Elementary
Kayla Peterson	Sixth Grade Science Teacher	Sandstone Middle School
Adhal Martinez	Physical Education Teacher	Loma Vista Elementary
Melissa Scott	English Language Arts Teacher	Hermiston High School
Cheryl Hart	Special Education Teacher	Sandstone Middle School
Mercedes Longoria	Operations Program Secretary	District Office
Kelly Schwirse	Lead Secretary	Hermiston High School
LiJuan Shen	Special Education Assistant, Life Skills	Sandstone Middle School
Mayra Lopez	English Language Learners	Armand Larive Middle School
Robert Galindo	Health Services Teacher	Hermiston High School
Mathias Verbeken	English Language Learners Teacher	Hermiston High School
Kyle Tait	Physical Education	Armand Larive Middle School
Erik Cabello	Physical Education/Health	Armand Larive Middle School
Edith Sanchez Castro	Custodian	Armand Larive Middle School

Alonso Casavantes  
Grace Turner

Custodian  
School Counselor

Maintenance Department  
Armand Larive Middle School

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**ASSISTANT SUPERINTENDENT'S RECOMMENDATION**

**8.0. CONSENT:** Human Resources Department

**8.1.3. TOPIC:** Personnel Extra Duty/Extra Responsibility

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education approves the extra duty/extra responsibility of the following employees:

NAME	POSITION	BUILDING ASSIGNMENT
Bryan Edwards	Athletic Coordinator (Fall)	Hermiston High School
Allen Jones	Athletic Coordinator (Winter)	Hermiston High School
Allen Jones	Athletic Coordinator (Spring)	Hermiston High School
Cassandra White	Speech and Debate	Hermiston High School
Sean McClanahan	Band Director	Hermiston High School
Sean McClanahan	Head Marching Band	Hermiston High School
Cristian Mata	Assistant Marching Band	Hermiston High School
Sara Brown	Color Guard Band	Hermiston High School
Sean McClanahan	Pep Band Advisor	Hermiston High School
Jordan Bemrose	Drama - 1, 3 Act Play (Fall)	Hermiston High School
Joshua Blake	Drama - 1, 3 Act Play (Fall)	Hermiston High School
Jordan Bemrose	Drama - 1, 3 Act Play (Spg)	Hermiston High School
Joshua Blake	Drama - 1, 3 Act Play (Spg)	Hermiston High School
Ericka Wells	National Honor Society	Hermiston High School
Jordan Bemrose	Vocal Director	Hermiston High School
Stephanie Duquette	Annual Advisor	Hermiston High School
Ellery Jones	FFA Advisor	Hermiston High School
Sandy McKay	FFA Advisor	Hermiston High School
Shareana Pittam	FFA Advisor	Hermiston High School

Angela Mathison Treadwell	FCCLA Advisor	Hermiston High School
Ben Dagley	FBLA Advisor	Hermiston High School
Rachel Dagley	FBLA Advisor	Hermiston High School
Janet Sexton	Key Club	Hermiston High School
Cristina Cuevas	Leadership Team	Hermiston High School
Roger Berger	Leadership Team	Hermiston High School
McKenzie Davis	Leadership Team	Hermiston High School
Gerardo Chavez	Leadership Team	Hermiston High School
Aaron Davis	Leadership Team	Hermiston High School
Jessica Macias	Leadership Team	Hermiston High School
Hannah Schrieber	Leadership Team	Hermiston High School
Angela Young	Leadership Team	Hermiston High School
Kayleigh Wise	Head Cheer Coach (Fall)	Hermiston High School
Kayleigh Wise	Head Cheer Coach (Winter)	Hermiston High School
Nichole Ramirez	Asst. Cheer Coach (Fall)	Hermiston High School
Nichole Ramirez	Asst. Cheer Coach (Winter)	Hermiston High School
Alex Anteau	Head Dance Team Coach (Fall)	Hermiston High School
Alex Anteau	Head Dance Team Coach (Winter)	Hermiston High School
Jayda Hoston	Asst. Dance Team Coach (Fall)	Hermiston High School
Jayda Hoston	Asst. Dance Team Coach (Winter)	Hermiston High School
Mackenzie Kirkpatrick	Asst. Dance Team (Fall)	Hermiston High School
Mackenzie Kirkpatrick	Asst. Dance Team (Winter)	Hermiston High School
Jake Royer	JV Dance Coach (Fall)	Hermiston High School
Jake Royer	JV Dance Coach (Winter)	Hermiston High School
Troy Blackburn	Head Cross Country Coach	Hermiston High School
Angela Mathison Treadwell	Asst. Cross Country Coach	Hermiston High School
Sean Williams	Asst. Cross Country Coach	Hermiston High School
Aubree Padilla	Head Slow Pitch Softball Coach	Hermiston High School
Ellery Jones	Asst. Slow Pitch Softball Coach	Hermiston High School
Daniel Headley	Head Volleyball Coach	Hermiston High School
Kay Edwards	Asst. Volleyball Coach	Hermiston High School
Kendall Jones	Asst. Volleyball Coach	Hermiston High School
Don Hepker	Asst. Volleyball Coach	Hermiston High School
David Padilla	Head Baseball Coach	Hermiston High School
Bryan Edwards	Head Basketball Coach (Boys)	Hermiston High School
Tenaus Dunn	Asst. Boys Basketball Coach	Hermiston High School
Robert Gomez	Asst. Boys Basketball Coach	Hermiston High School
Austin Naillon	Asst. Boys Basketball Coach	Hermiston High School
Tysen Stanley	Asst. Boys Basketball Coach	Hermiston High School
Makaylee Young	Unified Basketball Coach	Hermiston High School

Sarajane Gutierrez	Summer Weight Room	Hermiston High School
David Faaeteete	Summer Weight Room	Hermiston High School
Michael Mosher	Summer Weight Room	Hermiston High School
David Faaeteete	Head Football Coach	Hermiston High School
Dylan Caldwell	Asst. Football Coach	Hermiston High School
Allen Jones	Asst. Football Coach	Hermiston High School
Travis Jones	Asst. Football Coach	Hermiston High School
Kory Morgan	Asst. Football Coach	Hermiston High School
Michael Mosher	Asst. Football Coach	Hermiston High School
Ricardo Rodriguez Medina	Asst. Football Coach	Hermiston High School
Nicholas Bower	Asst. Football Coach	Hermiston High School
Romaine Smith	Asst. Football Coach	Hermiston High School
Omar Medina	Head Soccer Coach (Girls)	Hermiston High School
Jesenia Carrillo	Asst. Soccer Coach (Girls)	Hermiston High School
Jose Zuniga	Asst. Soccer Coach (Girls)	Hermiston High School
Mariana Zuniga	Asst. Soccer Coach (Girls)	Hermiston High School
Miguel Moreno	Head Soccer Coach (Boys)	Hermiston High School
Tammy Fisher	Head Swimming Coach (Girls)	Hermiston High School
Tammy Fisher	Head Swimming Coach (Boys)	Hermiston High School
Mariah Murray	Asst. Swimming Coach (Girls)	Hermiston High School
Jacob Zumwalt	Asst. Swimming Coach (Boys)	Hermiston High School
Ryndi Luke	Asst. Swimming Coach (Girls)	Hermiston High School
Jay Ego	Head Basketball Coach(Girls)	Hermiston High School
Franyuber Mosquera	Asst. Basketball Coach(Girls)	Hermiston High School
Ricardo Rodriguez Medina	Asst. Basketball Coach(Girls)	Hermiston High School
Nicole Huth	Head Bowling Coach (Girls)	Hermiston High School
Kyle Larson	Head Wrestling Coach (Boys)	Hermiston High School
Jason Lambert	Asst. Wrestling Coach (Boys)	Hermiston High School
Ben Millard	Asst. Wrestling Coach(Boys)	Hermiston High School
Doug Tovey	Asst. Wrestling Coach (Boys)	Hermiston High School
Al Davis	Head Wrestling Coach (Girls)	Hermiston High School
Steven Utter	Head Golf Coach (Boys)	Hermiston High School
Kevin Moore	Asst. Golf Coach (Boys)	Hermiston High School
Troy Benson	Head Golf Coach (Girls)	Hermiston High School
Adrian Muniz	Asst. Golf Coach (Girls)	Hermiston High School
Rylee Christianson	Head Fast Pitch Softball Coach	Hermiston High School
Aubbree Padilla	Asst. Fast Pitch Softball Coach	Hermiston High School
Kay Edwards	Asst. Fast Pitch Softball Coach	Hermiston High School
Jacob Arnold	Lacrosse Coach	Hermiston High School
Larissa Berger	Head Tennis Coach (Boys)	Hermiston High School

Nikita Van Damme	Asst. Tennis Coach (Boys)	Hermiston High School
Jason Sivey	Head Tennis Coach (Girls)	Hermiston High School
Kathleen Mayberry	Academic & Athletic Advisor (Fall)	Hermiston High School
Kathleen Mayberry	Academic & Athletic Advisor(Winter)	Hermiston High School
Kathleen Mayberry	Academic & Athletic Advisor (Spring)	Hermiston High School
Micah Mercer	HTV Athletic Livestream(Season 1)	Hermiston High School
Micah Mercer	HTV Athletic Livestream(Season 2)	Hermiston High School
Micah Mercer	HTV Athletic Livestream( Season 3)	Hermiston High School
Dylan Usher	HTV Athletic Livestream(Season 1)	Hermiston High School
Dylan Usher	HTV Athletic Livestream (Season 2)	Hermiston High School
Dylan Usher	HTV Athletic Livestream (Season 3)	Hermiston High School
McKenzie Davis	HS Leadership Advisor	Hermiston High School
Curt Berger	CBSHP	Hermiston High School
Gideon Fritz	CBSHP	Hermiston High School
Michelle Munro	Head College Club Advisor	Hermiston High School
Troy Benson	Asst. College Club Advisor	Hermiston High School
Jason Lambert	Credit Recovery Scorer (Math)	Hermiston High School
Aaron Davis	Credit Recovery Scorer (Social Studies)	Hermiston High School
Cassandra White	Credit Recovery Scorer (Language Arts)	Hermiston High School
Roger Berger	Head Generation College Advisor	Hermiston High School
Melody Bustillos	Asst. Generation College Advisor	Hermiston High School
Janci Sivey	Head HOSA Advisor	Hermiston High School
Roberto Galindo	Asst. HOSA Advisor	Hermiston High School
Roger Berger	Perkins Coordinator	Hermiston High School
Stephanie Miers	Strength & Conditioning Coach (Fall)	Hermiston High School
Roger Berger	Student Business	Hermiston High School
James Olson	Asst. TSA Advisor	Hermiston High School
Kelly Robinson	Asst. TSA Advisor	Hermiston High School
Nathaniel Scott	Head TSA Advisor	Hermiston High School
Ericka Wells	9th Grade Student Success Team	Hermiston High School
Nadia Monroy	9th Grade Student Success Team	Hermiston High School
Miguel Moreno	9th Grade Student Success Team	Hermiston High School
Kristine Martin	9th Grade Student Success Team	Hermiston High School
Kirby Warner	9th Grade Student Success Team	Hermiston High School
Jay Ego	9th Grade Student Success Team	Hermiston High School
Philip Joyce	Athletic Coordinator (Winter 1)	Armand Larive Middle School
Philip Joyce	Athletic Coordinator(Winter 2)	Armand Larive Middle School
Philip Joyce	Athletic Coordinator (Fall)	Armand Larive Middle School
Philip Joyce	Athletic Coordinator (Spring)	Armand Larive Middle School
Dylan Caldwell	Baseball Coach	Armand Larive Middle School

Kirby Warner	Baseball Coach	Armand Larive Middle School
Aaron Davis	Basketball Coach (Boys)	Armand Larive Middle School
Aaron Lind	Basketball Coach (Boys)	Armand Larive Middle School
Ethan McDonald	Basketball Coach (Boys)	Armand Larive Middle School
Kirby Warner	Basketball Coach (Boys)	Armand Larive Middle School
Carson Clem	Basketball Coach (Boys)	Armand Larive Middle School
Jason Sivey	Basketball Coach (Boys)	Armand Larive Middle School
Aaron Davis	Basketball Coach (Girls)	Armand Larive Middle School
Aaron Lind	Basketball Coach (Girls)	Armand Larive Middle School
Ethan McDonald	Basketball Coach (Girls)	Armand Larive Middle School
Kirby Warner	Basketball Coach (Girls)	Armand Larive Middle School
Carson Clem	Basketball Coach (Girls)	Armand Larive Middle School
Angel Castellanos	Cross Country Coach	Armand Larive Middle School
Kelly Allen	Football Coach	Armand Larive Middle School
Carson Clem	Football Coach	Armand Larive Middle School
Kyllian Wood	Football Coach	Armand Larive Middle School
Bryan Smith	Football Coach	Armand Larive Middle School
Christian Mata	Music	Armand Larive Middle School
Joshua Blake	Music	Armand Larive Middle School
Esgar Garcia Avila	Soccer Coach (Boys)	Armand Larive Middle School
Enrique Leal	Soccer Coach (Boys)	Armand Larive Middle School
David Wattenburger	Soccer Coach (Girls)	Armand Larive Middle School
Andrea Cerrillo	Softball Coach	Armand Larive Middle School
Ashley Metcalf	Softball Coach	Armand Larive Middle School
Carson Clem	Tennis Coach	Armand Larive Middle School
Samantha Walchli	Tennis Coach	Armand Larive Middle School
Makaylee Young	Track Coach	Armand Larive Middle School
Angela Young	Volleyball Coach	Armand Larive Middle School
Ashley Metcalf	Volleyball Coach	Armand Larive Middle School
Samantha Walchli	Volleyball Coach	Armand Larive Middle School
Makaylee Young	Volleyball Coach	Armand Larive Middle School
Jose Delgado	Wrestling Coach	Armand Larive Middle School
Kristen Iverson	Yearbook (Split)	Armand Larive Middle School
Lily Ornelas	Yearbook (Split)	Armand Larive Middle School
BJ Roberts	Athletic Coordinator (Winter 1)	Sandstone Middle School
BJ Roberts	Athletic Coordinator (Winter 2)	Sandstone Middle School
BJ Roberts	Athletic Coordinator (Fall)	Sandstone Middle School
BJ Roberts	Athletic Coordinator (Spring)	Sandstone Middle School
Grace Neville	Basketball Coach (Girls)	Sandstone Middle School
Dylan Caldwell	Basketball Coach (Girls)	Sandstone Middle School

Andrea Cerrillo	Basketball Coach (Girls)	Sandstone Middle School
Tranden Whitsett	Basketball Coach(Girls)	Sandstone Middle School
Steven Davis	Basketball Coach (Boys)	Sandstone Middle School
Dylan Caldwell	Basketball Coach (Boys)	Sandstone Middle School
Tranden Whitsett	Basketball Coach (Boys)	Sandstone Middle School
Jonathan Ramirez	Basketball Coach (Boys)	Sandstone Middle School
Lyndsey McKilip	Cross Country Coach	Sandstone Middle School
Daniel Allen	Drama	Sandstone Middle School
Aaron Davis	Football Coach	Sandstone Middle School
Steven Davis	Football Coach	Sandstone Middle School
Ethan McDonald	Football Coach	Sandstone Middle School
Jonathan Ramirez	Football Coach	Sandstone Middle School
Daniel Allen	Music	Sandstone Middle School
Stacy Cooley	Music	Sandstone Middle School
Miguel Angel Moreno Jr	Soccer Coach (Boys)	Sandstone Middle School
Megan James	Soccer Coach (Girls)	Sandstone Middle School
Grace Neville	Softball Coach	Sandstone Middle School
Megan James	Softball Coach	Sandstone Middle School
Matthew Jones	Tennis Coach	Sandstone Middle School
Lyndsey McKillip	Track Coach	Sandstone Middle School
Matthew Jones	Volleyball Coach	Sandstone Middle School
Andrea Cerrillo	Volleyball Coach	Sandstone Middle School
Grace Neville	Volleyball Coach	Sandstone Middle School
Tranden Whitsett	Volleyball Coach	Sandstone Middle School
Juan Delgado	Wrestling Coach	Sandstone Middle School
Steven Utter	Wrestling Coach	Sandstone Middle School
Kara N Frazier	ELA Committee	Desert View Elementary
Cristal Artz	ELA Committee	Desert View Elementary
Elsy B Spears	ELA Committee	Desert View Elementary
Janey McCormack	ELA Committee	Desert View Elementary
Brandi Paquette	ELD Committee	Desert View Elementary
Debra Smith	Enrichment Coach	Desert View Elementary
Sara Lomas	Math Committee	Desert View Elementary
Tiffany Rettkowski	Math Committee	Desert View Elementary
Nichole Ramirez	Math Committee	Desert View Elementary
Martha Liebe	ELA Committee	Highland Hills Elementary
Samantha Phipps	ELA Committee	Highland Hills Elementary
Justine Cook	ELA Committee	Highland Hills Elementary
Amber Utter	ELA Committee	Highland Hills Elementary
Michelle Gaede	ELA Committee	Highland Hills Elementary

Dezi Schwirse	Math Committee	Highland Hills Elementary
Taylor Verwold	Math Committee	Highland Hills Elementary
Angie Cooke	Math Committee	Highland Hills Elementary
Angie Cooke	Enrichment Coach	Highland Hills Elementary
Mackenzie Juul	Enrichment Coach	Highland Hills Elementary
Ashlynn N Burnett	ELA Committee	Loma Vista Elementary
Tracy K Culligan	ELA Committee	Loma Vista Elementary
Daylee M Lathim	ELA Committee	Loma Vista Elementary
Jammie Newton	ELA Committee	Loma Vista Elementary
Minerva Gutierrez	ELD Committee	Loma Vista Elementary
Alexis Yockey	Enrichment Coach	Loma Vista Elementary
Alesia Meade	Math Committee	Loma Vista Elementary
Amber Milligan	Math Committee	Loma Vista Elementary
Eleanor Stuart	Math Committee	Loma Vista Elementary
Katia Godby	ELA Committee	Rocky Heights Elementary
Alissa A Lindeman	ELA Committee	Rocky Heights Elementary
Bobbi T Phillips	ELA Committee	Rocky Heights Elementary
Ibbet Radant	ELA Committee	Rocky Heights Elementary
Stacy Johnson	ELD Committee	Rocky Heights Elementary
Sara Best	Math Committee	Rocky Heights Elementary
Wendy Jones	Math Committee	Rocky Heights Elementary
Courtnee West	Math Committee	Rocky Heights Elementary
Brian Frazier	Math Committee	Rocky Heights Elementary
Mya Moreno	Enrichment Coach	Rocky Heights Elementary
Brittane Putman	Enrichment Coach	Rocky Heights Elementary
Susan K Frink	ELA Committee	Sunset Elementary
Madison Bruce	ELA Committee	Sunset Elementary
Ashley Nicodemus	ELA Committee	Sunset Elementary
Bailey Srofe	ELA Committee	Sunset Elementary
Martha Torres	ELA Committee	Sunset Elementary
Monica Smith	Math Committee	Sunset Elementary
Aimee Mosher	Math Committee	Sunset Elementary
Mindy Barron	Math Committee	Sunset Elementary
Jaime Madrigal	ELA Committee	West Park Elementary
Marci L Wattenburger	ELA Committee	West Park Elementary
Brenda Caldwell	ELA Committee	West Park Elementary
Nichole Jorgenson	ELD Committee	West Park Elementary
David Nycz	Math Committee	West Park Elementary
Mariana Zuniga	Math Committee	West Park Elementary
Rachel Goller	Leadership Team	Desert View Elementary

Nichole Ramirez	Leadership Team	Desert View Elementary
Darci Wellsandt	Leadership Team	Desert View Elementary
Amanda Rodriguez	Leadership Team	Desert View Elementary
Kara Frazier	Leadership Team	Desert View Elementary
Samantha Phipps	Leadership Team	Highland Hills Elementary
Michelle Gaede	Leadership Team	Highland Hills Elementary
Bonnie Hamann	Leadership Team	Highland Hills Elementary
Taryn Olson	Leadership Team	Highland Hills Elementary
Deanna Plum	Leadership Team	Highland Hills Elementary
Amber Utter	Leadership Team	Highland Hills Elementary
Ashlynn Burnett	Leadership Team	Loma Vista Elementary
Daylee Lathim	Leadership Team	Loma Vista Elementary
Tracy Culigan	Leadership Team	Loma Vista Elementary
Shanna Herman	Leadership Team	Loma Vista Elementary
Ranae Bartley	Leadership Team	Loma Vista Elementary
Jammie Newton	Leadership Team	Loma Vista Elementary
Brittanee Putman	Leadership Team	Rocky Heights Elementary
Alissa Lindeman	Leadership Team	Rocky Heights Elementary
Wendy Jones	Leadership Team	Rocky Heights Elementary
Madelyne Moore	Leadership Team	Rocky Heights Elementary
Bobbi Phillips	Leadership Team	Rocky Heights Elementary
Ibbet Radant	Leadership Team	Rocky Heights Elementary
Malynda Barron	Leadership Team	Sunset Elementary
Carrie Ferguson	Leadership Team	Sunset Elementary
Susan Frink	Leadership Team	Sunset Elementary
Aimee Mosher	Leadership Team	Sunset Elementary
Monica Smith	Leadership Team	Sunset Elementary
Shawna Yeager	Leadership Team	Sunset Elementary
Brenda Caldwell	Leadership Team	West Park Elementary
Suanne Fitzgerald	Leadership Team	West Park Elementary
Nicole Jorgensen	Leadership Team	West Park Elementary
Amy Springstead	Leadership Team	West Park Elementary
Amber Kellison	Leadership Team	West Park Elementary
Sara Marks	MS Leadership Advisor	Sandstone Middle School
Amy Brown	Leadership Team	Sandstone Middle School
Steven Davis	Leadership Team	Sandstone Middle School
Sarah Davis	Leadership Team	Sandstone Middle School
Sarah Johnson	Leadership Team	Sandstone Middle School
Michelle Owens	Leadership Team	Sandstone Middle School
Megan Reeve	Leadership Team	Sandstone Middle School

Kimberly Sexton	Leadership Team	Sandstone Middle School
Brittany Lorentzen-Allen	Leadership Advisor	Armand Larive Middle School
Melissa Purswell	Leadership Team	Armand Larive Middle School
Alexis Milligan	Leadership Team	Armand Larive Middle School
Veronica Kreder	Leadership Team	Armand Larive Middle School
Phil Joyce	Leadership Team	Armand Larive Middle School
Cristina DeAnda	Leadership Team	Armand Larive Middle School
Nellie Crowther	Leadership Team	Armand Larive Middle School
Kylee Allstott	Leadership Team	Armand Larive Middle School
Holly Moss	Leadership Team	District Office

AGREEMENT

BETWEEN HERMISTON SCHOOL DISTRICT 8R  
BUILDING ADMINISTRATORS and DIRECTORS

and the  
HERMISTON SCHOOL DISTRICT 8R  
BOARD OF DIRECTORS

Effective July 1, 2025  
through June 30, 2027



## **ARTICLE I -WORKING PERIOD FOR JULY 1- JUNE 30**

The Calendar shall have designated 223 work days, 2 conference days, nine holidays (New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, and Christmas Day) and the remaining are designated as vacation days.

For the 2025-2026 school year, administrators may receive payment for up to five (5) unused vacation days and carry over up to an additional five (5) unused vacation days beyond those paid out. For the 2026-2027 school year, administrators may receive payment for up to five (5) unused vacation days. Payment for unused vacation days will be issued on the last business day of June. Vacation days will not be eligible upon termination of employment unless approved by the Superintendent.

If the Board should approve another administrative position not contained in this agreement, the Superintendent shall establish the appropriate working period and salary status.

## **ARTICLE II - REIMBURSEMENT ALLOWANCE**

- A. Per diem allowance and travel shall be at the Federal IRS rate for out of district travel. For in district travel, the following allowance will be paid:
  - 1. Building administrators will be paid \$100 per month for 12 months.
  - 2. Directors will be paid \$150 per month travel allowance for all travel within Umatilla and Morrow counties.
  - 3. The Director of Athletics/Activities will be paid \$500 per month travel allowance for all regular WIAA league travel within Umatilla, Morrow, Benton and Franklin counties.
- B. Where there is a mixture of guests (other than in-district administrators) such as Board members, committee members, citizens, out-of-town guests, etc., the entire bill (including the host administrator) may be paid and turned in for total reimbursement.
- C. Recognizing the importance of service in the community, the district will pay dues for service club membership approved by the Superintendent or designee. Administrators may be reimbursed for meal costs when in attendance at club meetings.
- D. During the period of this agreement, the District shall pay a cell phone allowance of up to \$75 per month for each administrator who is required to carry a cell phone for safety and communication purposes.

## **ARTICLE III - DUES**

The District shall pay the administrators' dues to the Coalition of Oregon School Administrators and the State and National dues in one appropriate administrative organization (i.e.: National Association of Elementary Principals, National Association of Secondary School Principals, etc.).

## **ARTICLE IV - TUITION REIMBURSEMENT**

- A. Each administrator may be reimbursed for the full tuition cost, with prior approval from the Superintendent or designee, for a maximum of twelve (12) approved semester hours or

eighteen (18) approved quarter hours of credit each year. Approved hours are those that are part of an advanced degree program, administrative recommendations for professional advancement or growth, endorsement completion for standard certification or certification renewal. Reimbursement claims must be made within three (3) months of the satisfactory completion of a course unless the administrator documents she/he has not received a record of completion.

- B. College credits will be finally acknowledged and reimbursed when the official transcript is filed with the Superintendent or designee.
- C. Three years of service in the District following the receipt of tuition reimbursement is required for all recipients. In the event that an employee voluntarily terminates their employment with the District they will be required to reimburse back to the District on a pro-rated basis any tuition support received within the three-year window.
- D. An administrator terminating his/her employment will not be reimbursed for courses taken after the close of the spring quarter of that contractual year.

#### **ARTICLE V- PAID LEAVES**

- A. **Sick Leave** shall be granted at the rate of one (1) day for each month in which the administrator is contracted. Unlimited accumulation of Sick Leave is allowed.
- B. **Family/Bereavement Leave:** A maximum of seven (7) paid days Family/Bereavement Leave will be allowed for illness or death in the immediate family. Members of the immediate family are defined as follows: spouse, father, father-in-law, mother, mother-in-law, brother, brother-in-law, sister, sister-in-law, son, son-in-law, daughter, daughter-in-law, grandparents, grandchildren, and relatives living in the immediate household. One day of Family/Bereavement Leave for others not listed may be granted. Family/Bereavement Leave is not accumulative.
- C. **Personal Leave:** Each administrator will be given two (2) personal/business leave days per year. At the conclusion of each school year the administrator may carry forward no more than one unused personal leave day of the two (2) leave days allotted. Personal leave will be permitted to accumulative to five (5) days.

#### **ARTICLE VI - UNPAID LEAVES**

- A. **Study Leave:** A Study Leave of Absence for the purpose of advanced study may be granted at the discretion of the Board.
  - 1. The following are conditions to be used for the granting of an unpaid Study Leave:
    - a. The administrator must have been employed in the District for a minimum of five (5) years.
    - b. The request must be made in writing ninety (90) days or more prior to the beginning of the Study Leave.
    - c. The Leave request may continue for up to one school year but shorter periods of leave are preferred.
    - d. The administrator would agree to return to the District.
  - 2. The fringe benefit package contained in the Agreement will not be provided by the

District when the administrator is on unpaid leave of absence.

3. Any portion of the benefit package may be continued as a self-pay expense to the administrator.
4. An administrative position is guaranteed upon return to the District at a salary commensurate with the position.

B. **Health/Medical-Related Leave:** A Health/Medical-Related Leave of absence may be granted for up to one school year at the discretion of the Board upon certification by a physician and after accrued sick leave is expended.

The provisions as stated in "A-1, 2, 3, & 4" above will also apply to unpaid Health/Medical- Related leaves.

### **ARTICLE VII - SALARY**

Compensation for 2025-2027 is defined in Article IX - Steps.

Licensed administrators shall be paid an annual stipend of \$5,000 for an earned doctorate in education or similar field approved by Superintendent. Said stipend to be paid following completion of an earned doctorate from an accredited institution of higher education.

### **ARTICLE VIII - FRINGE BENEFITS**

- A. During the 2025-2026 contract year, the district agrees to pay up to \$1,760 per month for health insurance coverage.
- B. During the 2026-2027 contract year, the district agrees to pay up to \$1,820 per month for health insurance coverage.
- C. Term Life: A Term Life benefit in the amount of \$50,000, with accidental death/dismemberment of \$50,000 rider, will be provided for the administrators who medically qualify. The family dependent option is available through payroll deduction. There is no annuity option on Term Life benefits.
- D. PERS: Salary computation shall include PERS, which is to be paid by the District.
- E. Annuity: District employees who transfer into an administrative position and who are currently under the District's full annuity program may opt to continue their annuity at a rate not to exceed the maximum annuity rate for administrators.
- F. Administrators will receive a 5% annuity based on the administrator's current salary.
- G. HRA/VEBA:

*"Maximum District contribution amount" will be defined as follows: the maximum allowable insurance benefit available to an employee in accordance with the collective bargaining agreement.*

Subject to the rules and regulations of the insurance carrier, the Oregon Educator

Benefits Board (OEBB), and the Internal Revenue Service (state and federal), eligible employees who choose health (medical, dental and/or vision) insurance plans with a total monthly premium cost that is at least \$50 less than the employee's maximum District contribution amount may receive up to 55% of the difference between the actual premium cost and the employee's maximum District contribution amount as a contribution toward a Health Reimbursement Arrangement (HRA) for which the employee is qualified and eligible unless such contribution would create disadvantageous tax consequences for the District or the employee.

Subject to the rules and regulations of the insurance carrier, OEBB, and the IRS, eligible employees who maintain and provide proof of another medical benefit plan may opt-out of District sponsored health insurance coverage. Employees who opt-out of health insurance coverage, and who are otherwise eligible for a District contribution toward insurance premiums, may receive 55% of the employee's maximum District insurance contribution as a contribution toward a District Sponsored Health Reimbursement Arrangement (HRA) as long as such contribution would not create disadvantageous tax consequences for the District or the employee.

Eligible employees who do not maintain and provide proof annually of another employer-sponsored group medical plan will not be permitted to opt-out of District-sponsored group insurance coverage.

**HSA:**

*"Maximum District contribution amount" will be defined as follows: the maximum allowable insurance benefit available to an employee in accordance with the collective bargaining agreement.*

Subject to the rules and regulations of the insurance carrier, the Oregon Educator Benefits Board (OEBB), and the Internal Revenue Service (state and federal), eligible employees who choose a HSA compliant Plan with a total monthly premium cost that is at least \$50 less than the employee's maximum District contribution amount may receive up to 55% of the difference between the actual premium cost and the employee's maximum District contribution amount as a contribution toward a district identified Health Savings Account for which the employee is qualified and eligible unless such contribution would create disadvantageous tax consequences for the District or the employee.

Eligible employees must meet all requirements specified by OEBB, their subsidiaries, and the selected HSA vendor, and is responsible for plan eligibility and compliance. The employee will be required to sign a hold harmless statement indemnifying the District.

**H. Incentive for Retirement Under the Public Employees Retirement System (PERS)**

Eligibility: An employee hired before July 1, 2002 with ten or more years of continuous service with the District immediately preceding his/her retirement shall be eligible for the following benefit if they are fifty-five (55) or more years of age or have at least 30 years of creditable service in the Public Employees Retirement System (PERS).

Benefit: Under the following schedule, the retired employee may use the cap to purchase two party medical insurance for the retired employee. and spouse under the District's group insurance program:

Retirement Date  
Retires on or after July 1, 2021

CAP Amount  
400 cap

The District will pay for such coverage for a period of up to seven (7) years but not later than the month in which the retired employee qualifies for the Federal Social Security Medical Coverage and/or unreduced Social Security retirement benefits, whichever is earlier.

In the event of the death of the retired employee prior to coverage under Medicare, the District, if the surviving spouse of the retired employee is at the time of the death not covered by Medicare, shall pay the monthly premium incident to covering such spouse until such time as the retired employee would have become covered by Medicare or the spouse becomes covered by Medicare, whichever occurs first.

There is no annuity option in lieu of medical insurance coverage under the retirement program.

Notice: An employee planning to take early retirement through this Article must give notice to the Superintendent of Schools at least sixty (60) calendar days prior to his/her retirement date.

**ARTICLE IX - STEPS**

Prior administrative experience will be considered when placement on the salary schedule is considered. The Superintendent will evaluate prior experience and authorize only that experience which is commensurate with the administrator's leadership position.

<b>2.50% Admin Salary Schedule – 25/26</b>						
<b>Step</b>	<b>Directors</b>	<b>HS Principal</b>	<b>MS Principal</b>	<b>Elem Principal</b>	<b>HS Asst Principal / Asst Tech Mgr. / Facilities Sup</b>	<b>MS Asst Principal</b>
1	\$150,149	\$145,777	\$137,736	\$129,981	\$125,155	\$120,257
2	\$153,152	\$148,692	\$140,491	\$132,583	\$127,658	\$122,662
3	\$156,215	\$151,666	\$143,300	\$135,232	\$130,211	\$125,115
4	\$159,340	\$154,699	\$146,167	\$137,938	\$132,815	\$127,617
5	\$162,526	\$157,794	\$149,090	\$140,697	\$135,471	\$130,169
6	\$165,777	\$160,950	\$152,071	\$143,511	\$138,180	\$132,772
7	\$169,092	\$164,168	\$155,112	\$146,381	\$140,945	\$135,429
8	\$172,474	\$167,451	\$158,216	\$149,310	\$143,763	\$138,137
9	\$175,925	\$170,800	\$161,379	\$152,295	\$146,638	\$140,900
10	\$179,443	\$174,215	\$164,607	\$155,341	\$149,570	\$143,717

<b>2.5% Admin Salary Schedule – 26/27</b>						
<b>Step</b>	<b>Directors</b>	<b>HS Principal</b>	<b>MS Principal</b>	<b>Elem Principal</b>	<b>HS Asst Principal / Asst Tech Mgr. / Facilities Sup</b>	<b>MS Asst Principal</b>
1	\$153,903	\$149,421	\$141,179	\$133,231	\$128,284	\$123,263
2	\$156,981	\$152,409	\$144,003	\$135,898	\$130,849	\$125,729
3	\$160,120	\$155,458	\$146,883	\$138,613	\$133,466	\$128,243
4	\$163,324	\$158,566	\$149,821	\$141,386	\$136,135	\$130,807
5	\$166,589	\$161,739	\$152,817	\$144,214	\$138,858	\$133,423
6	\$169,921	\$164,974	\$155,873	\$147,099	\$141,635	\$136,091
7	\$173,319	\$168,272	\$158,990	\$150,041	\$144,469	\$138,815
8	\$176,786	\$171,637	\$162,171	\$153,043	\$147,357	\$141,590
9	\$180,323	\$175,070	\$165,413	\$156,102	\$150,304	\$144,423
10	\$183,929	\$178,570	\$168,722	\$159,225	\$153,309	\$147,310

During the 2025-2026 School Year, the salary schedule shall be increased by 2.5% and during the 2026- 2027 School Year, the salary schedule shall be increased by 2.5% as shown.

**ARTICLE X - DURATION OF AGREEMENT**

The terms and conditions of this Agreement shall continue from July 1, 2025, through June 30, 2027.

**AGREED TO AND SIGNED BY:**

\_\_\_\_\_  
Administrator Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

**2025-2028 Assistant Superintendent contract**

Hermiston School District 8R  
Assistant Superintendent Contract

**JAKE A BACON**  
**Assistant Superintendent**

The following shall be the contract agreement between the Assistant Superintendent and the Hermiston School District Board of Directors.

**ARTICLE I – WORK PERIOD and DUTIES**

A. The Assistant Superintendent shall be employed on a three (3) year contract beginning July 1, 2025. On or before March 15, 2027, the board will extend the current contract for one additional year, provide notice of non-extension, or issue a new three (3) year contract.

B. The Assistant Superintendent shall work 225 days of full and regular service during the fiscal year, July 1 through June 30. The Calendar shall have designated 225 work days, nine holidays (New Years Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, and Christmas Day) and the remaining are designated as vacation days. Should the OSBA Annual Convention fall on Veteran's Day and the Assistant Superintendent attends the convention, 1 additional vacation day will be provided.

C. The Board believes vacation time is important to the overall health and well-being of its employees. For the 2025-2026 school year, the Assistant Superintendent may receive payment for up to five (5) unused vacation days and carry over up to an additional five (5) unused vacation days beyond those paid out. For the 2026-2027 school year and beyond, the Assistant Superintendent may receive payment for up to five (5) unused vacation days.

D. During the period of this agreement, the District shall pay a cell phone allowance of up to \$75 per month. The allowance shall not exceed the total monthly service fee.

E. Duties shall be performed as outlined in the Assistant Superintendent position description and agreed to and signed by the Assistant Superintendent and the Superintendent.

**ARTICLE II – SALARY SCHEDULE**

The ASSISTANT SUPERINTENDENT will be paid an annual base salary of \$188,190 for the period July 1, 2025, to June 30, 2026. Annual base salary for subsequent years of this CONTRACT shall be adjusted commensurate (both COLA and STEP) with the Hermiston School District Administrative agreement. The annual salary shall be paid in twelve (12) equal installments in accordance with the rules of the Board regarding payment of other professional staff in the District.

**ARTICLE III – FRINGE BENEFITS**

A. Medical Benefits: The District shall pay the premium for the Assistant Superintendent and his/her dependents for family coverage for dental, vision, health insurance, and other personal benefits that are received by other professional employees of the District. The Assistant Superintendent shall also be eligible for voluntary Health Reimbursement Account offerings consistent with other professional employees.

B. Term Life: A Term Life benefit in the amount of \$50,000 with accidental death and dismemberment. A \$50,000 rider will be provided if the Assistant Superintendent medically qualifies. The family dependent option is available through payroll deduction.

C. The Assistant Superintendent will receive an annuity equal to 5% of his/her salary.

D. Doctoral Stipend. The Assistant Superintendent shall be paid an annual stipend of \$5,000 for an earned doctorate in education or similar field approved by Superintendent. Said stipend to be paid following completion of an earned doctorate from an accredited institution of higher education.

#### **ARTICLE IV - PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS)**

The District will "pick up" the administrators' contribution to the Public Employees Retirement System.

#### **ARTICLE V - EXPENSE REIMBURSEMENT**

A. Transportation Expenses. The District shall pay a travel allowance of \$300 monthly, to cover travel in Umatilla and Morrow counties and Benton Franklin and Walla Walla counties in performance of his/her duties. For travel outside these counties, the Assistant Superintendent shall be paid at the rate approved by the Internal Revenue Service (IRS) for travel required to fulfill official district business. The District shall make said payments directly to the Assistant Superintendent. The Assistant Superintendent shall furnish his/her own transportation.

B. Recognizing the importance of a strong working relationship between the schools and the community, the District shall pay dues, membership fees and related expenses for the Assistant Superintendent's membership in one service and/or civic association.

#### **ARTICLE VI - DUES**

A. The District shall pay the Assistant Superintendent's dues to the Coalition of Oregon School Administrators and the state and national dues in one appropriate administrative organization (i.e. American Association of School Administrators, Central Office Administrators, etc.)

#### **ARTICLE VII - TUITION PAYMENT**

A. The Assistant Superintendent may be reimbursed in full, with prior approval of the Superintendent, for a maximum of twelve (12) approved semester hours or eighteen (18) approved quarter hours of credit each year. Approved hours are those that are part of an advanced degree program, administrative recommendations for professional advancement or growth, endorsement completion for standard certification or certification renewal. Reimbursement claims must be made within three (3) months of the satisfactory completion of a course unless the Assistant Superintendent documents he/she has not received a record of completion.

B. The Assistant Superintendent shall file an official transcript with the Human Resources Department.

C. Three years of service following the receipt of tuition reimbursement is required for all recipients. In the event that an employee voluntarily terminates their employment with the District they will be required to reimburse back to the District on a pro-rated basis any tuition support received within the three-year window.

D. If the Assistant Superintendent terminates his/her employment, he/she will not be reimbursed for courses taken after the close of the spring quarter of that contractual year.

**ARTICLE VIII - PAID LEAVES**

A. Sick leave shall accumulate at the rate of one day per contract month and be administered in accordance with ORS 332.507. Unlimited accumulation of Sick Leave is allowed.

B. A maximum of seven (7) paid days Family/Bereavement Leave will be allowed for illness or death in the immediate family. Members of the immediate family are defined as follows: spouse, father, father-in-law, mother, mother-in-law, brother, brother-in-law, sister, sister-in-law, son, son-in-law, daughter, daughter-in-law, grandparents, grandchildren, and relatives living in the immediate household. One day of Family/Bereavement Leave for others not listed may be granted. Family/Bereavement Leave is not accumulative.

C. The Assistant Superintendent will be given two (2) personal/business leave days per year. At the conclusion of each school year he/she may carry forward no more than one unused personal leave day of the two (2) leave days allotted. Personal leave will be permitted to accumulate to five (5) days.

**ARTICLE IX - DURATION OF CONTRACT AGREEMENT**

The terms and conditions of this Contract Agreement shall be from July 1, 2025, until June 30, 2028. The Agreement articles and provisions may be opened for discussion at any time, upon mutual agreement between the Assistant Superintendent and the District. In the event any portion of this Agreement becomes illegal as a result of state or federal laws, the Assistant Superintendent and the District agree to reopen the Agreement.

Agreed to and signed by:

Board Chair

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.1. TOPIC:** Designation of Chief Administrative Officer

It is recommended. . . . .

**RECOMMENDATION:**

.....that Superintendent Tricia Mooney is designated Chief Administrative Officer and District School Clerk of Hermiston School District #8R for the fiscal year 2025-26.

ORS 332.515

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.2. TOPIC:** Designation of Business Manager/Deputy Clerk

It is recommended. . . .

**RECOMMENDATION:**

. . . . .that Katie Saul is named Business Manager/Deputy Clerk for the 2025-26 fiscal year.

ORS 332.515.

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.3. TOPIC:** Designation of Budget Officer

It is recommended. . . .

**RECOMMENDATION:**

.....that Superintendent Tricia Mooney be named Budget Officer of Hermiston School District #8R for the 2025-26 fiscal year, per board policy DB.

ORS 294.331

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.4. TOPIC:** Designation of Depositories of School Funds

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of designates OR LGIP, and Umpqua Bank as depositories of school funds for Hermiston School District #8R for the 2025 -26 fiscal year.

ORS 328.441, 294.805-294.895

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.5. TOPIC:** Custodian of Funds

It is recommended. . . . .

**RECOMMENDATION:**

. . . . that Tricia Mooney, Superintendent/Clerk; Katie Saul, Director of Business Services be authorized signers on fiscal, payroll, bond and debt service checks.

...designation of custodian funds under ORS 328.441, 328.445...

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.6. TOPIC:** Authorization of Facsimile Signature

It is recommended. . . . .

**RECOMMENDATION:**

.....that the Board of Education authorizes the facsimile signature of Katie Saul, Director of Business Services, for use on disbursements for the Hermiston School District during the 2025-26 school year.

ORS 328.445

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.7. TOPIC:** Determination of Borrowing Amount

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that a borrowing limit of up to \$1,000,000 (one million dollars) be established for the 2025-26 fiscal year for the Custodian of Funds, to be used for operating purposes only.

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.8. TOPIC:** Authorization of Interfund Loan Funds

It is recommended. . . . .

**RECOMMENDATION:**

.....that the Board of Education authorizes short term, non-interest loans between funds when necessary due to the timing of receipts and expenditures for the fiscal year 2025-26.

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.9. TOPIC:** Federal and State Grant Authorization

Many Federal and State Grants require Board of Education authorization for filing the application and designation of an authorized representative to execute documents.

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education authorizes the Superintendent/Clerk and Director of Business Services/Business Manager to apply for appropriate Federal and State Grants for the 2025-26 school year and authorize either to execute all required documents.

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.10. TOPIC:** Designation of Local Public Contract Review Board

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education approves themselves as the governing body to act as the Local Public Contract Review Board for the fiscal year 2025-26.

ORS 279A.060

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. Consent:** Superintendent's Office

**5.2.11. TOPIC:** Substitute Teacher Rate of Pay

It is recommended.....

**RECOMMENDATION:**

. . . . that the Board of Education establish a 2025-26 substitute teaching rate of pay no less than as set by legislative action or Department of Education ruling. As a tool for recruiting substitutes the District will utilize the Department of Education's 2025-26 rates set for 4-day week districts without a salary schedule. Those rates are \$248.65 per day for the first ten (10) consecutive days in the same assignment and \$292.52 per day when working in the same assignment for more than ten (10) consecutive days.

ORS 342.610

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.12. TOPIC:** Designation of Legal Counsel

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education designates Corey, Byler & Rew, LLP; Hawkins Delafield & Wood LLP; and Hungerford Law Firm LLP as legal counsel for the Hermiston School District #8R for fiscal year 2025-26.

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.13. TOPIC:** Designation of Financial Auditor

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education designates Anderson Boylan Ramos, P.C. as the auditor for Hermiston School District #8R for the fiscal year 2025-26.

ORS 328.465, 327.137, 297.405

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.14. TOPIC:** Designation of Newspaper of Record

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the East Oregonian is designated as the district newspaper of record for the fiscal year 2025-26.

# HERMISTON SCHOOL DISTRICT #8R

## 2025-2026 Organizational Chart

**Board of Directors**

**Superintendent**

Assistant Superintendent  
Human Resources

Executive Assistant to the  
Superintendent & Board

Capital Planning & Programming

School Resource Officer Program

Communications

Print Shop

Director of  
Elementary Instruction

Director of  
Secondary Instruction

Director of  
Special Programs

Director of  
Student Services

Director of  
Business Services

Director of  
Technology

Director of  
Athletic & Activities

Facilities  
Supervisor

- Desert View Elementary School Principal
- Highland Hills Elementary School Principal
- Loma Vista Elementary School Principal
- Rocky Heights Elementary School Principal
- Sunset Elementary School Principal
- West Park Elementary School Principal

- Armand Larive Middle School Principal
- Sandstone Middle School Principal
- Hermiston High School Principal

- Custodial
- Grounds
- Maintenance
- Warehouse
- District Policies
- Employee Evaluation
- Home Instruction
- Negotiations & Union Relations
- Patron Complaints
- Personnel Allocations & Assignment
- Student Teachers
- Title IX

- Assessment (Elem.)
- Curriculum (Elem.)
- Federal and State Grants & Programs (Elem.)
- Instructional TOSAs/Coaches (Elem.)
- Learning Supports (Elem.)
- Library (Elem.)
- Title I (Elem.)
- Title II (Elem.)
- Title III (Elem.)

- Assessment (Sec.)
- Curriculum (Sec.)
- Federal and State Grants & Programs (Sec.)
- Instructional TOSAs/Coaches (Sec.)
- Learning Supports (Sec.)
- Library (Sec.)
- Title II (Sec.)
- Title III (Sec.)
- CTE & CBSHP
- Hermiston Online Program

- 504
- Behavioral Programs
- Bilingual Special Programs Support
- Life Skills
- Next Steps
- School Psychologists/Evaluation Specialists
- Social Communications
- Special Education
- Speech/Language Services
- Foster Care
- OT/PT

- Counseling
- Crisis Flight Team
- District Safety & Security
- McKinney Vento
- Nursing Support
- Outdoor School
- Risk Assessments
- Social Work
- Student Expulsions
- Talented & Gifted
- Title IV Student Support & Enrichment
- CARE Program
- Wellness Clinic

- Accounts Payable
- Accounts Receivable
- Employee Benefits
- Payroll
- Food Services

- Helpdesk
- Network Services
- Software Support
- Voice

- Drivers Ed
- Facility Use & Event Management
- Student Fundraising
- Transportation

**Legend**

**Orange** - Contracted Services

**—** Direction/Supervision

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.16. TOPIC:** Pay-to-Play Fees & Tuition Rates

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education approves the following fees for the 2025-2026 school year, for students who are not fully enrolled in the Hermiston school District, but attend an online public charter school, and:

- Request to participate in an interscholastic activity
  - The charter school will be charged \$551.55 per year as per ORS 339.460

And/or;

- Request to take a course at the middle or high school level
  - The parent will be charged \$787.93 per semester as per ORS 339.141

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.2. CONSENT:** Superintendent's Office

**5.2.17. TOPIC:** Designation of 403(b) Annuity Companies and 457 Deferred Compensation Plan

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education approves the attached list of 403(b) Annuity Companies for Hermiston School District #8R for the fiscal year 2025-26 and the Oregon Savings Growth Plan as the District's 2025-26 457 Deferred Compensation Plan.

...List of Approved 403(b) Annuity companies attached...

**HERMISTON SCHOOL DISTRICT 8R  
APPROVED 403(b) ANNUITY COMPANIES**

**AMERICAN FIDELITY**  
2000 CLASSEN CNTR  
OKLAHOMA CITY, OK 73106

**NATIONAL LIFE GROUP**  
1 NATIONAL LIFE DRIVE  
MONTPELIER, VT 05604

**AMERICAN FUNDS**  
PO BOX 6007  
INDIANAPOLIS, IN 46206-6007

**PENSELECT/FORESTERS FINANCIAL**  
9400 SW BEAVERTON HILLSDALE HWY, SUITE  
250  
BEAVERTON, OR 97005-3302

**FRANKLIN TEMPLETON**  
PO BOX 997153  
SACRAMENTO, CA 95899-7153

**PUTNAM INVESTMENTS \*(Employee Cont.  
only)**  
PO BOX 219697  
KANSAS CITY, MO 64121-9697

**HORACE MANN**  
PO BOX 4657  
SPRINGFIELD, IL 62708-4657

**T ROWE PRICE**  
PO BOX 17479  
BALTIMORE, MD 21297-1479

**KANSAS CITY LIFE**  
PO BOX 219139  
KANSAS CITY, MO 64121-9139

**\*APPROVED 457 PLAN**  
**OREGON SAVINGS GROWTH PLAN – VOYA FINANCIAL**  
*TO ENROLL CALL: 1-800-365-8494 or 503-378-3730*

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**5.3. Business Office**

**5.3.1. TOPIC: Acceptance of Gifts**

It is recommended. . . .

**RECOMMENDATION:**

. . . . that the Board of Education accept the following gifts:

<b>School/Program</b>	<b>Gift</b>	<b>Value</b>	<b>Donor</b>
Hermiston School District	203 2x4's Lumber	\$000.00	Wal-Mart Supply Chain
Desert View Elem. School	5 Bicycles	\$500	Hermiston Masonic Lodge #138
Desert View Elem. School	5 Helmets	\$100	Hermiston Police Department
Highland Hills Elem. School	5 Bicycles	\$500	Hermiston Masonic Lodge #138
Highland Hills Elem. School	5 Helmets	\$100	Hermiston Police Department
Loma Vista Elem. School	5 Bicycles	\$500	Hermiston Masonic Lodge #138
Loma Vista Elem. School	5 Helmets	\$100	Hermiston Police Department
Rocky Heights Elem. School	5 Bicycles	\$500	Hermiston Masonic Lodge #138
Rocky Heights Elem. School	5 Helmets	\$100	Hermiston Police Department
Sunset Elementary School	5 Bicycles	\$500	Hermiston Masonic Lodge #138
Sunset Elementary School	5 Helmets	\$100	Hermiston Police Department
West Park Elem. School	5 Bicycles	\$500	Hermiston Masonic Lodge #138
West Park Elem. School	5 Helmets	\$100	Hermiston Police Department



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103  
Phone: (541) 667-6000 Fax: (541) 667-6050  
www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Hermiston School District

Name of Donor: Walmart Supply Chain

Donor Address: 1455 SE Feedville Rd, Hermiston, OR 97838

Donor Telephone Number: \_\_\_\_\_

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 203 2x4's Lumber

\_\_\_\_\_  
\_\_\_\_\_

Purpose of gift/donation: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature of Donor: NA

Date: 05/29/2025

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator: [Signature] Date: 07/08/2025

Recommendation of Business Manager: [Signature] Date: 07/08/2025

Recommendation of Superintendent: [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_

**Associate's Material Pass**

(Turn in to Asset Protection prior to leaving the facility)

Associate HIGHMISTON SCHOOL DISTRICT

Date 05/29/2025 Quantity 2 PLS

Description 203 2X4'S LUMBER

Company Property  Personal Property

Date to be Returned \_\_\_\_\_ Date Returned \_\_\_\_\_

Not to be Returned

Time Taken Out 1:15 PM

Associate's Signature [Signature]

General Manager \_\_\_\_\_

Asset Protection [Signature]

Form Retention = 6 months

**HOLD HARMLESS AGREEMENT**  
**Walmart Inc.**  
**Donation Acknowledgment and Release**



On this 24 day of MAY, 2025, Walmart Inc. ("Walmart") has donated to HARRISON SCHOOL DISTRICT ("Organization"), located at 600 S 11 ST HARRISON, OR any number of items or products, collectively referred to as the "Product". 97838

In consideration of Walmart's donation of such Product, Organization agrees to the following:

1. Organization hereby agrees and fully understands that it is receiving Product from Walmart as a donation to be used only for the Product's intended purpose, and should not be disposed of, recycled, or used for any other purpose.

**For Pet Food Donation Recipients:** Organization will use the pet food for its intended purpose as feed for animals in the care of Organization. Except for such use or disposal as waste in accordance with applicable law, the pet food will not be sold, disposed of, recycled, processed, or used for any other purpose or used for any other purpose by Organization. Company does not object to Organization donating the pet food for consumption by animals in the care of other charitable organization or individuals if such further distribution is consistent with applicable laws and Organization's mission. **IN NO EVENT WILL ORGANIZATION USE OR ALLOW A THIRD PARTY TO USE THE PET FOOD AS FEED FOR A RUMINANT (E.G. COW, SHEEP, GOAT, BUFFALO, ELK, OR DEER).**

2. Organization further agrees and fully understands that such Product is accepted by Organization in "As Is" condition. Walmart, including its officers, employees, and agents, make no representations whatsoever, extend no warranties of any kind, either express or implied, including but not limited to the implied warranties of merchantability or fitness for a particular purpose, and assumes no responsibilities whatsoever with respect to design, development, manufacture, or use of the Product.

3. Organization agrees that Product will not be returned to any Walmart store or Sam's Club for an exchange or refund and that Organization will use its best efforts to ensure that no other individuals return or exchange Product to any Walmart store or Sam's Club.

4. Organization agrees that Product will not be sold, bartered, traded, raffled, or auctioned.

5. Organization agrees to defend, indemnify, and hold harmless Walmart and its subsidiaries and affiliates, and each company's officers, directors, employees, or agents, from all claims, demands, damages, lawsuits, causes of action, fines, penalties (including attorneys' fees and costs) and any other liabilities whatsoever arising out of Organization's possession or use of the Product, or the negligent acts or omissions of Organization.

6. Organization releases, relinquishes, and discharges Walmart and its subsidiaries and affiliates, and each company's officers, directors, employees or agents from any and all claims, demands, causes of action, liabilities whatsoever and from any liability for damages and other expense related to injury to person or property (including any animal) resulting from or arising out of any defective condition in the Product or from its possession, transportation, use or disposal by Organization. This release shall be binding upon and inure to the benefit of the parties, their successors, and assigns.

7. Organization agrees that Walmart has the right, but not the obligation, to (1) conduct either scheduled or unannounced inspections of its operations, or to also (2) audit its financial and other records relating to the Product.

*By signing below, the undersigned acknowledges that he/she has read and understands and agrees to be legally bound by this Agreement and has been properly authorized and empowered to sign this Agreement on behalf of the Organization.*

Signed: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Tax ID #: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_  
Email: \_\_\_\_\_

CONFIDENTIAL INFORMATION



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103  
Phone: (541) 667-6000 Fax: (541) 667-6050  
www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Desert View Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: Mike Clements 541-561-7540

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500

\_\_\_\_\_  
\_\_\_\_\_

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 1st-5th.

\_\_\_\_\_

Signature of Donor: N/A

Date: \_\_\_\_\_

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 6/11/25

Recommendation of Business Manager [Signature] Date: 6/12/2025

Recommendation of Superintendent [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103  
Phone: (541) 667-6000 Fax: (541) 667-6050  
www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Desert View Elementary

Name of Donor: Hermiston Police Department

Donor Address: 330 S 1st St Hermiston, OR 97838

Donor Telephone Number: 541-567-5519

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 helmets were donated as part of the Bikes for Books Reading Program.

Approximate Value: \$100

Purpose of gift/donation: Bikes for Books Reading Program.

Signature of Donor: N/A

Date: \_\_\_\_\_

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator: [Signature] Date: 6/12/25

Recommendation of Business Manager: [Signature] Date: 6/12/2025

Recommendation of Superintendent: [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Highland Hills Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: Mike Clements 541-561-7540

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 1st-5th.

Signature of Donor: N/A

Date: \_\_\_\_\_

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator Rebecca Date: 6/11/25

Recommendation of Business Manager Kari Date: 6/12/2025

Recommendation of Superintendent Tymoney Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Highland Hills Elementary

Name of Donor: Hermiston Police Department

Donor Address: 330 S 1st St Hermiston, OR 97838

Donor Telephone Number: 541-567-5519

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 helmets were donated as part of the Bikes for Books Reading Program.

Approximate Value: \$100

Purpose of gift/donation: Bikes for Books Reading Program.

Signature of Donor: N/A

Date: \_\_\_\_\_

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 12/11/25

Recommendation of Business Manager [Signature] Date: 4/12/2025

Recommendation of Superintendent [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103  
Phone: (541) 667-6000 Fax: (541) 667-6050  
www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Loma Vista Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: Mike Clements 541-561-7540

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 1st-5th.

Signature of Donor: N/A

Date: \_\_\_\_\_

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 6.9.25

Recommendation of Business Manager [Signature] Date: 6/12/2025

Recommendation of Superintendent [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103  
Phone: (541) 667-6000 Fax: (541) 667-6050  
www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Loma Vista Elementary

Name of Donor: Hermiston Police Department

Donor Address: 330 S 1st St Hermiston, OR 97838

Donor Telephone Number: 541-567-5519

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 helmets were donated as part of the Bikes for Books Reading Program.

Approximate Value: \$100

Purpose of gift/donation: Bikes for Books Reading Program.

Signature of Donor: N/A

Date: \_\_\_\_\_

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Recommendation of Unit Administrator [Signature] Date: 6/12/25

Recommendation of Business Manager [Signature] Date: 6/12/2025

Recommendation of Superintendent [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103  
Phone: (541) 667-6000 Fax: (541) 667-6050  
www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Rocky Heights Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: Mike Clements 541-561-7540

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 1st-5th.

Signature of Donor: N/A

Date: \_\_\_\_\_

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Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator [Signature] Date: 6/11/25

Recommendation of Business Manager [Signature] Date: 6/12/2025

Recommendation of Superintendent [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

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Approximate Value: \$100

Purpose of gift/donation: Bikes for Books Reading Program.

Signature of Donor: N/A

Date: \_\_\_\_\_

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Recommendation of Unit Administrator [Signature] Date: 6/11/25

Recommendation of Business Manager [Signature] Date: 6/12/2025

Recommendation of Superintendent [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103  
Phone: (541) 667-6000 Fax: (541) 667-6050  
www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: Sunset Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: Mike Clements 541-561-7540

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 1st-5th.

Signature of Donor: N/A

Date: \_\_\_\_\_

Authority to accept a gift, donation, emolument, favor, or gratuity to the School District is vested in the Board of Education. All such gifts shall become property of the School District.

Gifts will be considered for acceptance, with full District responsibility for maintenance, if they are of a type appearing on approved standard equipment lists or are closely related in instructional value.

Recommendation of Unit Administrator E. Anderson Date: 6/10/25

Recommendation of Business Manager Xena Stone Date: 4/12/2025

Recommendation of Superintendent J. Mooney Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103

Phone: (541) 667-6000 Fax: (541) 667-6050

www.hermiston.k12.or.us

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Unit to be presented with Gift/Donation: Sunset Elementary

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Donor Address: 330 S 1st St Hermiston, OR 97838

Donor Telephone Number: 541-567-5519

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Approximate Value: \$100

Purpose of gift/donation: Bikes for Books Reading Program.

Signature of Donor: N/A

Date: \_\_\_\_\_

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Recommendation of Unit Administrator E. Anderson Date: 6/12/25

Recommendation of Business Manager Korie S. Durl Date: 6/12/2025

Recommendation of Superintendent J. Money Date: 7/10/25

Action of the Board of Education: Accepted  Not Accepted

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

305 SW 11<sup>TH</sup> Street, Hermiston, Oregon 97838-2103  
Phone: (541) 667-6000 Fax: (541) 667-6050  
www.hermiston.k12.or.us

## APPLICATION FOR ACCEPTANCE OF GIFT

Unit to be presented with Gift/Donation: West Park Elementary School

Name of Donor: Hermiston Masonic Lodge #138

Donor Address: 200 W Orchard Ave Hermiston, OR 97838

Donor Telephone Number: Mike Clements 541-561-7540

Description of gift(s)/donation(s) including Serial #, purchase date, original purchase price and current cash value: 5 bicycles-approximate value is around \$500

Purpose of gift/donation: The Mason's donate 5 bicycles to each elementary school to support the Bikes for Books Reading program in the library for grades 1st-5th.

Signature of Donor: N/A

Date: \_\_\_\_\_

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Recommendation of Unit Administrator [Signature] Date: 06/10/25

Recommendation of Business Manager [Signature] Date: 6/12/2025

Recommendation of Superintendent [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_



# Hermiston School District 8R

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Recommendation of Unit Administrator [Signature] Date: 06/12/25

Recommendation of Business Manager [Signature] Date: 6/12/2025

Recommendation of Superintendent [Signature] Date: 7/10/25

Action of the Board of Education: Accepted \_\_\_\_\_ Not Accepted \_\_\_\_\_

Secretary to the Board of Education \_\_\_\_\_ Date: \_\_\_\_\_

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**SUPERINTENDENT'S RECOMMENDATION**

**6. ACTION ITEMS**

**6.1. TOPIC:** Designation of 403(b) Annuity Companies and 457 Deferred Compensation Plan

It is recommended. . . . .

**RECOMMENDATION:**

. . . . . that the Board of Education approves the attached list of 403(b) Annuity Companies for Hermiston School District #8R for the fiscal year 2025-26 and the Oregon Savings Growth Plan as the District's 2025-26 457 Deferred Compensation Plan.

...List of Approved 403(b) Annuity companies attached...

**HERMISTON SCHOOL DISTRICT 8R  
APPROVED 403(b) ANNUITY COMPANIES**

**AMERICAN FIDELITY**  
2000 CLASSEN CNTR  
OKLAHOMA CITY, OK 73106

**NATIONAL LIFE GROUP**  
1 NATIONAL LIFE DRIVE  
MONTPELIER, VT 05604

**AMERICAN FUNDS**  
PO BOX 6007  
INDIANAPOLIS, IN 46206-6007

**PENSELECT/FORESTERS FINANCIAL**  
9400 SW BEAVERTON HILLSDALE HWY, SUITE  
250  
BEAVERTON, OR 97005-3302

**FRANKLIN TEMPLETON**  
PO BOX 997153  
SACRAMENTO, CA 95899-7153

**PUTNAM INVESTMENTS \*(Employee Cont.  
only)**  
PO BOX 219697  
KANSAS CITY, MO 64121-9697

**HORACE MANN**  
PO BOX 4657  
SPRINGFIELD, IL 62708-4657

**T ROWE PRICE**  
PO BOX 17479  
BALTIMORE, MD 21297-1479

**KANSAS CITY LIFE**  
PO BOX 219139  
KANSAS CITY, MO 64121-9139

**\*APPROVED 457 PLAN**  
**OREGON SAVINGS GROWTH PLAN – VOYA FINANCIAL**  
*TO ENROLL CALL: 1-800-365-8494 or 503-378-3730*

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**EXECUTIVE SESSION**

The board of education will now meet in executive session pursuant to the following Oregon Revised Statute(s):

	<b>Statutory Citation</b>	<b>Subject</b>	<b>Media Permitted?</b>
	ORS 192.660(2)(a)	To consider the employment of a public officer, employee, staff member or individual agent.	Yes
	ORS 192.660(2)(b)	To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.	Yes
<b>X</b>	ORS 192.660(2)(d)	To conduct deliberations with persons designated by the governing body to carry on labor negotiations.	No
	ORS 192.660(2)(e)	To conduct deliberations with persons designated by the governing body to negotiate real property transactions.	Yes
	ORS 192.660(2)(f)	To consider information or records that are exempt by law from public inspection.	Yes
	ORS 192.660(2)(h)	To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.	No
	ORS 192.660(2)(i)	To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.	Yes
	ORS 192.660(2)(k)	To consider matters relating to school safety or a plan that responds to safety threats made toward a school.	Yes
	ORS 332.061(1)	To conduct a hearing to expel minor students or to examine confidential medical records	No

The Hermiston School District Board of Education will now meet in executive session pursuant to ORS **(per above)**. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session, except for a student expulsion. At the end of the executive session, the board will return to open session and welcome the audience back into the room.

Attorney General's Public Records and Meetings Manual, p. K-9.

Board Policy BDC-AR: Executive Sessions – News Media  
<http://policy.osba.org/hermiston/AB/BDC%20R%20G1.PDF>

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON  
July 14, 2025**

**SUPERINTENDENT'S RECOMMENDATION**

**8.0. ACTION ITEMS**

**8.1. TOPIC:** 2025-2027 Hermiston Association of Teachers Working Agreement

RECOMMENDATION: It is recommended. . . . .

..... that the Board of Education approve the 2025-2027 Working Agreement of the Hermiston Association of Teachers and implement a Reduction in Force to include 5 FTE licensed staff members to balance the budget for the 2025-2026 school year.

Working Agreement

between

Hermiston Association  
of Teachers

and

Hermiston School District 8R  
Board of Directors

2025-2027

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## PREAMBLE

This Agreement, which supersedes any previous agreements, is entered into by and between the Hermiston Association of Teachers, affiliated with the Oregon Education Association and the National Education Association, hereinafter called the "Association" and the Hermiston School District No. 8R, Umatilla County, hereinafter called the "District".

## **ARTICLE I - RECOGNITION**

A. The District recognizes the Association as the sole and exclusive bargaining representative with respect to employment relations as set forth in ORS 243.650-243.782 for only the following personnel contracted one-half time or more by the District. Staff who are:

- T.S.P.C. licensed and/or Oregon State Board licensed in field of assignment;

Administrative staff, Speech Language Pathology Assistants (SLPAs) and substitute employees are exempt from recognition.

B. The term "teacher" when used from this point forward in the Agreement shall refer to all licensed employees represented by the Association in the bargaining unit defined in Article I Section A above except psychologists, pathologists, nurses, and social workers. The term "employee" when used from this point forward shall refer to all licensed employees in the bargaining agreement defined in Article I Section A above.

C. This Agreement may not be modified in whole or in part by the parties except by an instrument, in writing, by both parties.

D. There shall be two signed copies of the final Agreement for the purpose of records. One shall be retained by the District and one by the Association. The District will make a copy of this Agreement available on the district network for all employees.

## **ARTICLE II - MANAGEMENT RIGHTS**

A. It is jointly recognized and agreed that the parties to this Agreement share a common goal in the educational process to provide a superior educational program within the framework of the limits of available resources. Teaching personnel covered by this Agreement have a continuing, professional commitment to the educational process, to young people, to their colleagues and for the improvement of their own skills. The Board of the District consists of citizens who are elected by and directly responsible to the community for the total educational program. This Board acts by and through its administrative and supervisory staff. The parties, therefore, jointly recognize that pursuant to ORS 332.072-332.075 and ORS 332.105-332.107, the Board has and will continue to retain the rights and responsibilities to operate and manage the school system and its programs, facilities, properties and activities of its employees, except as limited by this Agreement and applicable State law.

B. Without limiting the generality of the foregoing and except provided in this Agreement, it is expressly recognized that the following are the Board's operational and managerial responsibilities:

1. The right to determine location of the schools and other facilities of the school system, including the right to establish new facilities and to relocate or close old facilities.
2. The determination of the financial policies of the District including the general accounting procedures, inventory of supplies and equipment procedures.
3. The determination of the management, supervisory or administrative organization for each school or facility in the system and the selection of employees for promotion to supervisory, management, or 89 administrative positions.

4. The maintenance, control and use of the school system property and facilities.
5. The determination of safety, health and property protection measures where legal responsibility of the Board or other governmental units is involved.
6. The right to enforce the policies and regulations now in effect and, with opportunity for Association input, to establish new policies and regulations from time to time not in conflict with this Agreement.
7. The direction and arrangement of all the working forces in the system, including the right to hire, suspend, discharge or discipline, or transfer employees.
8. The creation, combination, modification or elimination of any teaching position.
9. The determination of the size of the working force, the allocation and assignment of work to employees, the determination of policies affecting the selection of employees and the establishment of quality standards and judgment of employee performance.
10. The determination of the layout and the equipment to be used and the right to plan, direct and control school activities. The determination of the process of teaching and the subjects to be taught.
11. The right to establish and revise the school calendar, to schedule classes and assign workloads, and to approve and authorize textbooks, teaching aids and materials.
12. The right to make assignments for all programs of an extra-curricular nature.

Nothing in this Agreement shall limit in any way the District's contracting or subcontracting of work or shall require the District to continue in existence any of its present programs in the present form and/or location on any other basis. When the district contemplates contracting or subcontracting out a position currently filled with a bargaining unit member, the district will communicate with the association in advance.

C. The foregoing enumerations of the functions of the District shall not be considered to exclude other functions of the District not specifically set forth, the District retaining all functions and right to act not specifically nullified by this Agreement.

### **ARTICLE III - GRIEVANCE PROCEDURES**

The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to the problems which may arise from the interpretation or application of this Agreement. Nothing contained herein will be considered as limiting the rights of any employee having a grievance to discuss the matter informally with the immediate supervisor and to have the grievance adjusted without intervention by the Association provided that the adjustment is not inconsistent with the terms of the Agreement. In the event the grievance is a matter over which the immediate supervisor has no authority to act, the grievance shall be reduced to writing and commence at Level 1, Step 3, within the time limit specified for Step 1.

#### **A. Definitions:**

1. **Grievance:** A claim by an employee or the Association based upon the interpretation, application or violation of this Agreement.
2. **Aggrieved:** The employee, group of employees or the Association filing the grievance.

3. **Days:** Days shall mean employee work days. The number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be modified by written mutual agreement between the Association and the School District. For the purpose of this Article, work days shall be employee contracted days including extended contract days. However, extra responsibility contracts shall not be considered as work days. In addition, for the purpose of this Article only, a grievance can be filed between 7:30 a.m. and 4:30 p.m.
4. **Representative:** A representative of the local or state Association or any employee in the bargaining unit requested by the aggrieved to represent them during the grievance procedure.

B. **Steps:**

**Step 1 Informal Conference:** Within fifteen (15) days of the time the aggrieved first had knowledge or reasonably should have had knowledge of the action upon which the grievance is based, he/she will discuss the grievance with the immediate supervisor, either individually or with no more than two Association representatives, with the objective of resolving the matter informally. The immediate supervisor shall communicate his/her decision within five (5) days to the aggrieved.

**Step 2 Formal Conference:** In the event the problem has not been resolved at Step 1, the aggrieved shall, within twenty-five (25) days, that the aggrieved first had knowledge or reasonably should have had knowledge of the action upon which the grievance is based, submit the grievance, in writing, on the grievance form (Attached as Appendix D) to the immediate supervisor. Such written grievance shall specify the particular action or failure to act that is the cause of the grievance, the particular Article or Articles thereof, where applicable thereof, that have been violated and the specific remedy sought. Within five (5) days of receipt of the written grievance, the immediate supervisor shall hold a formal conference on the grievance. Within five (5) days of the formal conference, the immediate supervisor shall provide the aggrieved and the Association with a written statement of his/her position on the grievance on the appropriate grievance form.

**Step 3 Appeal to Superintendent or Designee:** If the aggrieved person is not satisfied with the disposition of his/her grievance at Step 2, or if no decision has been rendered within five (5) days after the presentation of the grievance, he/she may file the grievance in writing to the Superintendent or Designee, with a copy to the Association, within five (5) days after the decision at Step 2, was received.

Within ten (10) days after receipt of the written grievance by the Superintendent, the Superintendent or designee will meet with the aggrieved person and representative(s) of the Association in an effort to resolve said grievance and render a written decision.

**Step 4 School Board:**

If the aggrieved person is not satisfied with the disposition of his/her grievance at Level II, or if no decision has been rendered within ten (10) school days after the presentation of the grievance, he/she may file the grievance in writing to the School Board or within five (5) days after receiving the Superintendent's decision.

**Step 5 Arbitration:**

1. If the aggrieved is not satisfied with the disposition of his/her grievance at Level III or if no decision has been rendered within ten (10) school days after the grievance was delivered to the School Board, the aggrieved may request in writing that the Association submit the grievance to arbitration. If the Association so determines, it may submit notification to the District Superintendent of its intent to have the matter arbitrated within twenty-five (25) days after the grievance was first submitted to the School Board.

2. Within ten (10) days after submission of such written notice to the Superintendent, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, either party may request a list of seven (7) arbitrators within ten (10) days thereafter from the State of Oregon Mediation and Conciliation Service. Upon receipt of such list, the parties shall within ten (10) days select an arbitrator by alternately striking names until a single name remains. The parties and the arbitrator shall then be bound by the Voluntary Labor Arbitration Rules of the American Arbitration Association.
3. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall have the power only to interpret the specific terms of this Agreement and shall have no power to add to nor subtract from it. The decision of the arbitrator, provided it falls within the scope of this Agreement, shall be final and binding upon the parties.

**C. Provisions Related to Arbitration:**

1. The cost for the services of the arbitrator, including per diem expenses, if any; and actual and necessary travel; subsistence expenses; and the cost of the hearing room, shall be borne equally by the Board and the Association. Any other expenses incurred, including the cost of witnesses, shall be paid by the party incurring the expenses.
2. No issue, whatsoever, shall be arbitrated or subject to arbitration unless such issue results from an action or occurrence which takes place during the effective dates of this Agreement; and no arbitration determination or award shall be made by the arbitrator which grants any right or relief for any period of time, whatsoever, outside the effective dates of this Agreement.

**D. General Provisions:**

1. There shall be no restraint, coercion, interference, discrimination or reprisal exerted by the District on any employee or representatives concerning the filing of a grievance.
2. Failure at any step of this procedure to communicate the decision in writing, except at Level I, Step 1, which may be oral, on a grievance within the specified time limit shall permit the aggrieved to proceed to the next step. Failure at any step of this procedure to appeal a decision to the next step within the specified time limit shall be deemed to be acceptance of the award if any is offered at that step.
3. The Board and its administrators will cooperate with the aggrieved in the investigation of any grievance.
4. The District will provide information the Association needs to process the grievance at no charge to the Association for work less than three (3) hours and at a mutually agreed upon reasonable rate for work beyond the third (3<sup>rd</sup>) hour.
5. The Association will be notified promptly of the terms of settlement made on any written grievance filed and may itself file a grievance based on an alleged inconsistency of the settlement with the terms of this Agreement within five (5) days from receipt of such notice. The grievance shall start at Level II.
6. All documents, communications and records constituting records of the grievance and its processing shall be filed in a separate grievance file at the Superintendent's office and shall not be opened for inspection except to authorized representatives of the Association and the District or grievant involved. The foregoing shall control except that it shall not be in conflict with the Federal Privacy Act or other laws regarding the public disclosure of information.

7. Except as otherwise provided by law, meetings and hearings under this procedure shall not be conducted in public and shall include representatives of the District and the aggrieved and their designated or selected representatives.
8. For the purpose of assisting an employee or Association in the prosecution or defense of any contractual, administrative or legal proceedings, the District will provide copies of legal records and access to information which pertains to the employee or any issue in the proceeding in question provided that said records and/or information does not in any way violate the Federal Privacy Act or other laws regarding the public disclosure of information.

#### **ARTICLE IV - RIGHTS OF PROFESSIONAL EMPLOYEES**

- A. Employees shall have the right to organize, join and assist the Association and to participate in professional negotiations with the Board through representatives of their own choosing.
- B. Rules and regulations governing employee conduct shall be reasonable and no contract employee shall be suspended or removed from a position or disciplined without just cause.
- C. Rules and regulations governing a probationary employee's conduct shall be reasonable and no employee will be disciplined, suspended or removed from a position without due process.

The process is defined as:

1. The employee will be told the concern and given the information forming the basis for an action.
2. The employee will have an opportunity to share his/her point of view and provide evidence.
3. If conflicting information or facts are evident, the supervisor will investigate further.
4. If an action is merited, it will not be arbitrary or capricious.
5. The employee will have the opportunity to respond to the concerns both verbally and in writing.
6. For purpose of dismissal, the employee shall be able to meet with the School Board to discuss the reasons for dismissal. The decision of the Board shall be binding and final for probationary employees.
7. The employee shall have the right to representation at all levels of this procedure.

- D. The District shall not retaliate or take adverse personnel actions against any bargaining unit member who engages in Association activities, who participates in a grievance, who reports unsafe working condition, or who reports health and safety incidents.

#### **ARTICLE V - SCHOOL CALENDAR AND SCHOOL WORK YEAR**

- A. The school calendar for teachers will be established by the District after consulting with the Educational Council.
- B. The teacher work year shall be within the school calendar and shall be comprised of a total of 193 work days. The 193 work days will be apportioned as follows:
  1. 171 student contact days for elementary teachers.
  2. 173 student contact days for secondary teachers.

3. 4 conference days for elementary teachers. (Teachers will be provided 16 hours of trade time, scheduled by the district, in exchange for 16 work hours, beyond the contract day for parent teacher conferences).
  4. 2 conference days for secondary teachers. (Teachers will be provided 16 hours of trade time, scheduled by the district, in exchange for 16 work hours, beyond the contract day for parent teacher conferences).
  5. 4 in-service days at the start of the school year.
  6. 3 teacher work days at the start of the school year.
  7. One-half day for in-service and one-half teacher work day (I/W) for the October Statewide In-service day and four (4) additional I/W days.
  8. 3 paid holidays (Labor Day, Veterans Day, Memorial Day)
  9. 1 teacher work day at the end of the school year.
  10. 2 transition work days.
- C. In the event school is closed due to inclement weather or emergencies, employees shall not be required to report to work nor shall they suffer a loss of pay. The District shall, however, have the right to make up such days without additional compensation if the number of instructional hours for the academic year falls below the number of state-mandated instructional hours at any level.
- D. A late start or early release for students (depending on their grade level) of approximately forty-five (45) minutes, will be implemented on a not to exceed one day per week basis for the purpose of ensuring a sixty (60) minute undisturbed allotment of time for PLC time for teachers.
1. PLC meetings will not
    - a. be required during teacher prep or work time or
    - b. be used for whole staff professional development or staff meetings.
  2. PLC meetings will be
    - a. Collaborative work time between teacher teams,
    - b. Focused on improving student learning (for example, through data analysis, professional collaboration with teacher peers, etc.),
    - c. Allocated to teacher work time in those months when there will be a fifth (5) PLC meeting,
    - d. Allocated to teacher work time during the conference week(s), and
    - e. Scheduled quarterly with a calendar provided by the District Administration (for example, whole group, grade level, content area, etc.)

## ARTICLE VI – EMPLOYEE HOURS AND TEACHER LOADS

- A. **Teacher Work Day:** Eight (8) hours per day will be assigned by a collaborative effort of each building staff leadership and administration under District supervision. Guidelines for assigning work hours shall include a thirty (30) minute duty-free lunch period. At the elementary level, a forty (40) minute duty-free lunch will be honored during the duration of this contract. Upon the request of a teacher, the District may approve regular building hours for an individual teacher that differs from the regular assigned building hours for the building. Any teacher who regularly works a schedule that differs from the regularly assigned building hours may be required to adjust his/her hours of work from time to time in order to attend faculty meetings, provided they are announced at least twenty-four (24) hours in advance; parent/teacher conferences; and non-calendar District or Building informational meetings. Beginning and ending times for teachers in relationship to students will be assigned by a collaborative effort of each Building staff leadership and administration under the District supervision. Any time within the work day that falls before and after the

student day shall be reserved as much as professionally possible for daily preparation, student evaluation or required student/parent meetings (e.g. IEP, 504, etc.). The guideline for meeting this professional standard is no more than one professional development and two District/Building meetings assigned regularly per week; exceptions for special reasons may occur but not on a consistent and repeated weekly basis.

Times beyond the eight (8) hour day for meetings for teachers will be limited as much as professionally possible. The guideline for out-of-work-day District requirement of time shall be no more than a total of 12 hours per year and not more than four (4) hours in any one month except special circumstances where the District and the Association agree. At least once per quarter secondary principals will provide an accounting of the hours, a tentative schedule of events, and staffing requirements per event, keeping in mind the unique needs of each building and event.

**B. Teacher Preparation Time:**

- 1. Secondary Level:** Collaboration between building staff leadership and administration at the secondary level shall establish the daily class schedule in order to maximize student-teacher instruction and provide all teachers an average of 45 minutes of uninterrupted preparation time per student day (225 minutes per week) in a typical five-day week. This preparation time shall be in addition to any before or after student contact time within the eight-hour work day. However, the District may offer, and an individual teacher may voluntarily agree to teach an additional period in lieu of or in addition to the preparation period. Teachers who choose to teach an additional period shall receive an additional one-sixth of their daily rate. No high school teacher shall be assigned more than a combination of three (3) different preparations and one (1) support/intervention course per year unless the teacher volunteers to do so. No middle school teacher shall be assigned more than four (4) different preparations per year and shall include no more than three (3) core content preparations unless the teacher volunteers to do so. Teachers may be required to substitute for another teacher during their prep time if no other substitutes are available. If a teacher substitutes for a full period of time on a seven-period schedule, they will be compensated at 1/6<sup>th</sup> their daily rate of pay. If a teacher substitutes for a block period of time, they will be compensated at 1/4<sup>th</sup> their daily rate of pay. If a teacher is required to sub for a portion of a block/period, their rate of pay will be pro-rated accordingly. Any time between the start or end of the teacher contract day and start or end of the student contact day shall be professionally respected as teacher preparation time but may be used by the district on a regular weekly basis to include one day per week allotted for teacher collaboration time, two additional days allotted for Building/District meetings and the remaining days shall be used for teacher preparation. It is understood that exceptions may arise, but that no consistent or regular pattern other than specified above shall be mandated by Building or District.
- 2. Elementary Level:** Teacher leadership and administrative collaboration at the elementary level shall be required to provide all teachers with two and a half (2½) hours of preparation time per week during the student day with the smallest increment of time being a half (½) hour for the specific purpose of preparing for teaching assignments. The preparation time shall be scheduled on an individual basis within each building's collaborative model, under District supervision. In addition, the time between the start of the teacher contract day and five minutes before the start of the student contact day shall be treated as teacher preparation time. The ending preparation time shall be professionally respected as teacher preparation time but may be used by the district on a regular weekly basis to include one day per week allotted for teacher collaboration time, two additional days allotted for meetings and the remaining days shall be used for teacher preparation. It is understood that exceptions may arise, but that no consistent or regular pattern other than specified above shall be mandated by the Building or District. An elementary teacher who loses their prep due to a substitute issue during a regularly scheduled preparation period will be compensated 1/6 of their daily rate. Under emergency circumstances specialists (media, physical education, counselors, music, etc.) may be used as a substitute and be compensated 1/6 of their daily rate.

3. If a general education classroom teacher's class is required to split due to an absence, each impacted teacher will be compensated at 1/6 of their daily rate.
4. In the event of unforeseen emergencies or increased enrollment which would result in significant scheduling changes, including double shifting; utilization of temporary portable classrooms; or leasing additional facilities; the District and the Association agree to reopen Section B to discuss possible changes in teacher preparation time.
5. A Special Education Teacher is defined as a teacher who provides direct instruction. A Special Education Facilitator is defined as the individual responsible for facilitating IEP meetings, related special education meetings, and associated documentation. Full time special education teachers, when assigned teaching and full facilitation duties, will be assigned the equivalent of an extra preparation time allotment per day at the secondary level and 5 hours per week at the elementary level during the instructional day for case management. Less than full time special education teachers, when assigned teaching and full facilitation duties, shall be allotted pro-rated time. Teachers assigned to full facilitation duties solely are not subject to this section.
6. Less than full time teachers will receive pro-rated prep time.

C. **Release Time:** An employee engaged in negotiations on behalf of the Association with any representatives of the District or participating in any grievance, or participating in investigatory proceedings during the school day shall be released from regular duty without loss of salary or benefits. Such release time shall not be unreasonably denied if the District conducts the meeting during regular contract hours.

D. **Teacher Class Load:** The District shall, within limitations of space and budget, make reasonable efforts to balance class loads which provide a learning environment in which learners can achieve expected outcomes. Criteria which determine reasonable class loads shall include, but not be limited to, the following:

1. Teacher, counselor and/or specialist input.
2. The particular instructional program or type of instruction being served.
3. The facilities provided for instruction.
4. The support services provided for the teacher.
5. The age, maturity and ability of the students.
6. Individual needs of students.
7. The range of grade levels of students being served.
8. Current class size(s).

E. **Digital Instruction:**

**Definitions:** The term digital instruction includes both online and blended instructional delivery models as defined below.

**Online Instruction:** When coursework and instruction is delivered asynchronously to students entirely through a web-based or digital medium.

**Blended Instruction:** When coursework and instruction is delivered both asynchronously and synchronously through a combination of asynchronous web-based/digital medium and synchronous face-to-face 96

traditional classroom settings. In this format, asynchronous web-based/digital instruction constitutes at least 25% of the coursework.

Both parties agree that digital instruction involves a unique and non-traditional delivery model that often conflicts with customary collective bargaining language. As such, it is the intention of both parties to remain flexible and adaptive when participating in this non-traditional model, while striving to provide adequate and fair working accommodations for teachers.

In order to meet this goal both parties agree that:

- Teacher(s) may volunteer to instruct one or more classes in an online or blended environment.
- No teacher will be required, without their voluntary consent, to provide digital instruction courses.
- Authorization to teach digital classes for Hermiston School District must be pre-approved through the teacher's appropriate supervisor.
- Prior to each semester term, proposed digital class loads (commensurate with section E), digital course offering(s), professional development/training, and digital-related workload will be mutually agreed upon between the teacher and the supervisor.
- As outlined above, both the association and management understand that articles of the contract relating to teaching conditions, hours, and other operational standards may not apply to teachers who volunteer to provide digital instruction. Pursuant to Article VI, Section A, teachers who provide digital instruction will collaborate with their supervisor to establish their eight (8) hour work day, lunch break, etc.
- The implementation of digital learning opportunities will not result in the layoff or reduction in force of teachers.
- When the district determines blended instruction courses will be offered, they will consider current association members who possess the qualifications, proper endorsement(s), and availability.
- If student demand in Hermiston Online warrants the need for a .5 FTE or greater teacher, the district will follow Article IX – Vacancies and Transfers procedures when filling openings.

## ARTICLE VII - TEACHING CONDITIONS

### A. **Substitute Teachers:**

1. Every reasonable effort will be made to find substitute teachers in the event of the absence of a licensed person.

### B. **Beginning Teacher Assignments:** The fact that a teacher is a beginning teacher shall not be used as the basis for a differing assignment in respect to class size, number of preparations or other assigned duties.

### C. **Non-teaching Duties:**

1. Teachers shall not be required to drive students to activities and/or field trips which take place away from the school building. A teacher may do so voluntarily, however, with the advance approval of his/her principal. He/she shall be compensated at the current IRS rate per mile for the use of his/her own automobile.
2. Teachers required, in the course of their work, to drive their own automobiles from one school building to another shall receive a car allowance of the current IRS rate per mile. The same allowance shall be given for the use of personal cars for other business of the District.

### D. **Evaluation of Students:** The teacher shall be responsible for determining grades and other evaluations of students within the grading policies of the District based upon the teacher's professional judgment of <sup>97</sup>

available criteria pertinent to any given subject area or activity for which he/she is responsible. No grade or evaluation shall be changed without mutual agreement by the teacher involved and administration. If the building administrator determines it necessary to challenge a final grade, a written request to review the issuance of the grade will be referred to the superintendent, or his/her designee. The superintendent or designee, the teacher involved and the building administrator will review the request. The teacher may invite a colleague of his/her choice, if he/she so chooses. If the superintendent, or his/her designee, determines it necessary to change the grade, a written record including reasons for the review, and the decision shall be witnessed by the superintendent or designee, teacher, administrator and colleague (if applicable), and will be placed in the student's permanent file.

## **ARTICLE VIII - SUPERVISING STUDENT TEACHERS/INTERNS**

- A. A supervising approved employee shall possess a minimum of three (3) years of successful relevant experience and acceptance of student teachers and/or interns shall be voluntary.
- B. Money designated by the college/university as per their schedule for supervising employee shall be paid according to the policy of the college/university.
- C. In consultation with the principal, the supervising teacher and the college program director will determine when the student teacher will be placed in sole charge of a classroom.
- D. No student teacher shall be used in calculating student to teacher ratios.

## **ARTICLE IX – VACANCIES AND TRANSFERS**

Temporary employees do not have transfer rights.

The District recognizes that it is desirable in making assignments to consider the interests and aspirations of its employees.

### **A. Voluntary Teacher Transfers:**

- 1. A three (3) day exclusive window from February 1 through April 30 for positions in the upcoming school year shall be provided for in-district applicants to submit voluntary transfer requests before the position is opened to external candidates. During this period, transfer requests will be considered prior to external hiring processes.
- 2. In acting on requests for voluntary transfers, the following criteria will be applied:
  - a. Individual qualifications
  - b. Instructional requirements
  - c. Staff availability and experience mix
  - d. Where foregoing factors are substantially equal, the preference in assignment or transfer shall be given to the incumbent applicant with the greatest number of years of service in the Hermiston School District.
  - e. Normally there will be no more than two (2) changes in four (4) years.
- 3. Following transfer request consideration, all unfilled and future positions that become available will be considered a Vacancy under Section B below.
- 4. Teacher on Special Assignment positions (TOSA) will be considered a Vacancy under Section B below.

B. **Vacancies:** A vacancy shall be defined as any previously established employee position that will be refilled or any newly created employee position that becomes available after transfer requests have been considered.

1. Vacancies in the employee staff will be provided by electronic communication. Postings will include position, school, and unique requirements of the job if any exist and will remain open for three (3) days for in-district applicants. The employee shall have the responsibility of requesting consideration for the vacancy before the in-district posting deadline.
2. When filling a vacancy, preference shall be given to qualified personnel within the school system if ability and professional qualifications of such personnel are essentially equal to those of other applicants. Experience within and outside the system, training, and endorsement shall be considered in filling vacancies.

C. **Administrative Transfers of Teachers:**

1. An administrative transfer shall be made for the following reasons:
  - a. School closure
  - b. Reduction in staff
  - c. Program change
  - d. Problems involving interpersonal relationships
  - e. Other unforeseen emergencies

An explanation of the reason for transfer will be provided to the employee upon request.

2. Administrative transfers shall be made only after:
  - a. Staff members and both principals involved have discussed the change.
  - b. Teachers who are to be thus transferred have been notified, in writing, by June 1 of the present school year except in unforeseen cases.
  - c. Teachers who are to be thus transferred during the current contract year have been notified, in writing, no less than:
    1. Five (5) calendar days before the transfer will occur in August or September unless otherwise mutually agreed upon by the affected parties.
  - d. It is verified the employee is licensed for new placement.
3. Normally, no teacher shall be subject to an administrative transfer more than two (2) times within a four (4) year period of time.
4. The Superintendent may fill, on a temporary basis, any vacancy that should occur during the school year until the end of the school year at which time the position would be considered vacant.
5. When a teacher is administratively transferred, the District will pay the hourly rate at the time of the transfer up to ten (10) hours to be used outside the normal school day to move and set up the new classroom. The teacher will turn in a timesheet of the actual hours worked to the District Office within the same pay period. The Superintendent may approve additional hours beyond 10, if needed.

## **ARTICLE X - EVALUATION, PERSONNEL FILES, DISCIPLINARY ACTION**

A. **Evaluations:** The District will follow ORS 342.850 and OAR 581-022-2410 in regard to employee evaluations for teachers. Evaluation conferences shall be exempt from the 48-hour notice requirement. The evaluation

procedure shall follow the Hermiston School District Evaluation Handbook. Changes made to the evaluation handbook will be done in collaboration between the District and the Association.

- B. **Confidential Personnel Files:** Each employee shall have the right to review the contents of his/her personnel file at any time by making an appointment with the Human Resources Department. Representatives of the Association may, at the employee's request, accompany the employee in this review.

Items considered to be obsolete, other than formal disciplinary actions, may be removed from the personnel file with the employee's consent. Subsequent to initial employment, no material will be placed in a personnel file unless the employee has had an opportunity to review the material and received a copy of it. The employee will have the right to submit a written response to materials placed in the personnel file.

No documents or other material will be placed in the personnel file of such employee after termination of employment excepting payroll records, leave documents, insurance, annuity, PERS, unemployment, and Worker's Compensation records and/or requests for those documents.

- C. **Disciplinary Representation:** If an employee is to be disciplined by a member of the administration, he/she will be entitled to have representation of his/her choice present as per Weingarten rights. Employees shall have written notice stating the reasons for the meeting forty-eight (48) hours in advance, not to include weekends and holidays. The employee and supervisor may upon mutual agreement reduce the time of advance notice to 24 hours. The results of any such meeting shall be confirmed in writing with the supporting reasons for any action taken.

Discipline is defined as any action by the administration which might affect the present or future employment of an employee.

- D. **Reprimand of Employees:** Any reprimand by an administrator of an employee shall be made in confidence to the employee and not in the presence of others.

## ARTICLE XI - REDUCTION IN FORCE

- A. The procedure for reduction in staff resulting from the District's inability to provide funds to continue its educational program at its anticipated level or resulting from the District's elimination or adjustment of classes to administrative decision shall be as provided in this section. The District shall not use the RIF procedure in this Article to lay off employees for performance deficiencies or personal reasons.
- B. The District shall make every reasonable effort to transfer employees who may be discontinued to other positions for which they are qualified.
- C. In determining employees to be retained when the District reduces staff, the District shall consider three (3) criteria:
  1. License and Endorsements
  2. Seniority
  3. Competence

Seniority is defined as the length of time an employee has been employed by the District beginning on the actual date the employee first reported to work in their licensed assignment.

Competence is defined as the employee's ability to perform job duties or teach a subject or grade level based on recent experience, educational attainments related to the new position, willingness to undergo additional training or education, and ability to teach special needs students.

- D. If the District has formally considered a reduction in force, the Association and any employee who is to be laid off will be so notified in writing at least sixty (60) calendar days before the last contract day of the previous year or as soon as possible. Such notice will include the proposed time schedule and the reasons for the proposed action.
- E. An employee who is displaced due to a Reduction in Force by another employee is entitled to the same rights as identified in Sections A, B, C, and D.
- F. **Recall Procedure:** The District will exhaust the recall list prior to hiring any new employees. Employees will be recalled in the inverse order of layoff provided that the licensure requirements and endorsements are met.
- G. In the event of recall, the District shall notify an employee of recall by certified mail at the last address given to the District by the employee. An employee shall have fifteen (15) calendar days from receipt of the letter to notify the District of his/her intent to return and must be able to return within forty-five (45) calendar days of said receipt. It is understood that failure of the employee to meet the time limits shown above shall be considered the resignation of said employee.
- H. An employee who is laid off will remain on the recall list for twenty-seven (27) months after the effective date of his/her layoff unless he/she:
  - 1. Waives his/her recall rights in writing.
  - 2. Resigns.
  - 3. Fails to accept recall to a substantially equivalent position offered by the District within 15 calendar days of written notification.
- I. All benefits to which an employee was entitled at the time of his/her layoff, including unused accumulated sick leave and credits toward sabbatical eligibility, will be restored to him/her upon his/her return to active employment. He/she will be placed in the proper step of the salary schedule for his/her current position according to his/her experience and education.
- J. Those employees laid off in accordance with this Article will be offered an insurance program at the employee's expense as allowed by the insurance carrier.

## **ARTICLE XII – ASSOCIATION AND DISTRICT COMMUNICATION**

- A. The Educational Council shall be composed of:
  - 1. One (1) Association representative from each building,
  - 2. Two (2) Administrators other than the Superintendent,
  - 3. Two (2) School Board members,
  - 4. One (1) Superintendent, and
  - 5. One (1) Non-voting District secretary/recorder.
- B. The first meeting shall be held in the fall on a mutually agreed to date between the Superintendent and Association.

- C. The Educational Council shall meet and select its own chairperson. The chairperson shall be a regularly voting member of the Council. The secretary/recorder will be responsible for recording the minutes.
- D. The Educational Council shall recommend scheduling for parent/teacher conferences, vacation periods for the calendar, and other mutual concerns.
- E. A group consisting of the superintendent, another central office administrator, the Board chairperson, the H.A.T. president, past president, and president-elect shall meet as needed and function as a liaison between the employees, administration, and the Board officers.

### **ARTICLE XIII - COMPLAINT PROCEDURE**

- A. In reacting to any complaint regarding an employee (unless otherwise stipulated by state or federal law), unless immediately dismissed, if possible the complainant will be told that the employee has the right to be told of the details of such a complaint by his/her immediate supervisor, and they shall attempt to resolve the matter at that time in an informal manner.
- B. In the event the complaint is unresolved to the satisfaction of all parties, a meeting may be arranged with the employee, complainant and the building principal to mutually work to solve the problem. In the event this does not resolve the complaint, the principal shall further investigate the problem and attempt to resolve the matter to the satisfaction of all parties involved.
- C. If satisfaction is not reached, either party not so satisfied may submit, in writing, to the Superintendent or designee, the complaint and ask for an investigation by the Superintendent or designee.
- D. The Superintendent will render a decision in the matter which will be subject to the grievance procedure.
- E. The employee shall have the right to be represented by the Association at any meetings or conferences regarding such complaints.
- F. Only complaints processed pursuant to the procedures set forth in Article XIII, will be used for evaluation or disciplinary purposes.

### **ARTICLE XIV - LEAVES**

The Articles in this Agreement concerning leaves may not limit the rights provided the employee by state and federal laws; but may increase benefits to the employee not provided for in Family and Medical leave laws.

It is understood that an essential element of improving student achievement is maximizing an employee's attendance. Leaves will be used for their stated purpose.

#### **A. Paid Leaves:**

##### **1. Sick Leave:**

- a. As provided by ORS 332.507, employees will be granted ten (10) days sick leave each school year. Such sick leave will be credited to said employees on the first school day of the Fall Semester except in cases of employees who begin service after the beginning of the school year; in which case, sick leave shall be credited on the first day of active teaching service and shall consist of one day for each month of the school year in which the employee is on the job, not to exceed ten (10) days. Disability due to pregnancy will be treated as an illness.

- b. Sick leave shall accumulate without limit and the transfer of sick leave accumulated in other Oregon districts shall be in accordance with Oregon State Statutes.
  - c. As provided by ORS 238.350, employees shall have accrued unused sick leave credited to their retirement account.
  - d. Leave balances are available through the District's electronic leave tracking system.
2. **Sick / Bereavement Leave Bank:** A bank of twenty (20) days a year accumulative annually will be granted to the Association for the purpose of giving extra leave days to an employee who, under extenuating circumstances, has exhausted his/her bank; or for additional leave for illness or death in the family to any applying employee whose circumstance, such as distance or unusual duress, so warrants. If the cumulative District granted sick/bereavement leave bank that includes hours brought forward from previous years' (if any) and the current year allocation of twenty (20) days is exhausted during a school year, members of the Association will be allowed to share their accrued sick leave with other members of the Association according to the following guidelines should there be a need.
- a. Each may donate up to one (1) day of said employee's sick leave per year.
  - b. Such donations are completely voluntary.
  - c. All donations and allocations will be managed by the Association.
3. **Family Illness/Bereavement Leave:** A maximum of seven (7) days of family illness/bereavement leave per year, non-accumulative, will be allowed for illness or bereavement in the immediate family. Two (2) days of the seven (7) days identified, may be used for individuals outside of the immediate family listed below.
- (The immediate family is defined as follows: spouse, domestic partner, father, father-in-law, mother, mother-in-law, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, grandparents, grandparents-in-law, grandchildren, grandchildren-in-law, foster children, step-parents, step-children, step-siblings and relatives living in the immediate household.)
4. **Emergency Leave:** Emergency leave may be allowed by the Superintendent or his/her designee upon request for absence due to unforeseen emergencies beyond the control of the employee.
5. **Personal Leave:** Each employee will be given two (2) personal leave days per year. At the conclusion of each school year the employee may carry forward no more than one unused personal leave day of the two (2) leave days allotted. In the case where the remaining personal day was not used during the course of the school year, the employee will be compensated at the substitute rate of pay for the unused day. Personal leave will be permitted to accumulate to five (5) days. Arrangements to be gone must be made at least two days in advance with approval by the building principal and reported to the Human Resources Office by the principal. No more than sixteen (16) members of the teaching staff may be given personal leave on the same day. Employees will be compensated as noted above for any unused personal leave days at termination, or if their accrual exceeds the five (5) day maximum.
6. **Court Appearance:** Paid jury duty and legal leave of absence will be granted as required for jury duty, job-related legal hearings, and court appearances under subpoena, with the exception of personal suits or proceedings against the District. Any pay received by an employee for jury duty or subpoena during regular school shall be turned over to the District.
7. **Association Business:** Seven (7) work days leave annually will be allocated to the Association to provide personal leave for the Association's officers to attend activities related to collective bargaining issues between the District and the Association or matters pertaining to this contract.

B. **Unpaid Leaves:**

1. **Child Care Leave:** A child care leave for a newborn or a legally-adopted infant may be granted to an employee who has been employed by the District for one year. Such leave shall not extend beyond the current contract year. (Under extenuating medical circumstances, the Board may grant additional unpaid leaves of absence.) Extensions may be granted by mutual consent of both parties.
  2. **Disability Leave:** An employee may apply for disability leave without pay. If leave without pay is granted, increases in compensation (except experience increments if the leave extends into the following year) and other benefits that went into effect during the time the employee was on leave without pay shall be applied to the employee's compensation upon returning from leave. The employee will have the option to self-pay insurance premiums during the leave to the extent permitted by the insurance company. Upon returning from an approved leave of less than six months, the employee shall be entitled to the position held prior to the leave.
  3. **Study Leave:** A leave of absence for the purpose of engaging in study at an accredited college or university or for a broadening career experience to be specified and reasonably related to this professional responsibility may be granted to employees who have taught in the District for four (4) years or more. Such unpaid leaves shall be granted at the discretion of the Superintendent; and unless otherwise stipulated in writing, shall stipulate the condition of returning to service in the District.
  4. **Leave of Absence:**
    - a. A leave of absence may be granted to any employee, upon application, for the purpose of serving as an officer of the Oregon Education Association or as a member of the Oregon State Legislature or other professional or political positions approved by the District. Upon return, the employee would be placed at the same position on the salary schedule as he/she would have been had he/she taught in the system during such period. The reinstatement shall be to the employee's former position, if available, or a similar position for which the employee is licensed.
    - b. A leave of absence of one (1) year may be granted, upon request, to any employee who has served in the District for at least five (5) years. It is further provided that:
      - (1) The reinstatement shall be to the employee's former position, if available, or a similar position for which the employee is licensed.
      - (2) The granting of such leave will in no way interrupt seniority and rights attendant thereto.
  5. **Requested Unpaid Leave:** Leave may be allowed by the Superintendent or his/her designee upon a written request for absence due to unforeseen circumstances. The main intent is to include such activities as weddings, funerals, emergencies, graduations, special honors and award presentations, though the leave may include recreational activities. If the unpaid leave is denied, a reason will be given for the denial.
  6. **Extended Leave:** In the areas of Family Medical, Parental and Pregnancy Leave the Oregon Revised Statutes shall be followed. The employee shall have the option of using accrued paid vacation leave, sick leave or other compensatory leave during the extended leave. Benefits will not accrue (or continue) under any unpaid leave provisions.
  7. **Insurance Programs:** Employees on unpaid leaves shall be allowed to continue on insurance programs at their own expense and if allowable with the insurance carrier.
- C. **Leave Protection:** All benefits to which an employee was entitled at the time the leave of absence commenced, including seniority, unused accumulated sick leave, shall be restored upon the return of said

employee as if the leave had never been taken; and the employee shall return to the same or substantially equal position which was held at the time the leave commenced.

## **ARTICLE XV - PROFESSIONAL AND EDUCATIONAL DEVELOPMENT**

- A. The District and Association shall seek input from employees and determine training recognized as meeting District goals.
- B. Each building staff will meet yearly to discuss professional dress standards.
- C. Required attendance at professional development activities will be limited to the regular work day and work year.
- D. An employee who is assigned to perform procedures such as administering medication, diapering, toileting, suctioning, catheterization, lifting, or specialized feeding will receive necessary training.
- E. Before assigning care of a medically fragile student to an employee, District must provide an emergency plan at least two (2) days prior to the start of the assignment.
- F. The district may prescribe reasonable make-up activities when professional development opportunities are missed.
- G. The District and the Association recognize the importance for classroom teachers to be in the classrooms with their students as much as possible. To that end, the District shall attempt to limit outside distractions and time away from students.

## **ARTICLE XVI - MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE**

- A. The District will have a written discipline plan and safety team process that will be developed by the employees and administration. The plans will be reviewed annually and communicated to each employee at the beginning of the school year.
- B. When, in the judgment of a teacher, a student is by his/her behavior disrupting the instructional program to the detriment of other students, the teacher shall refer him/her to the principal or his/her designee in accordance with the building plan.
- C. The teacher may request additional training and protective equipment through the building's Individual Problem Solving Team when they believe a safety issue exists in the classroom.

## **ARTICLE XVII - PERSONAL AND ACADEMIC FREEDOM**

- A. The personal life of an employee is not an appropriate concern for attention of the District unless it demonstrably affects to the educational programs in the District.
- B. The District and the Association agree that academic freedom is fundamental to the mission of the District; and both parties recognize to the importance of protecting teachers from censorship or undue restraint which might interfere with their obligation provide a comprehensive education.
- C. Accordingly, both parties agree as follows:

1. Teachers shall be guaranteed freedom in classroom presentations and discussions in terms of controversial materials with due consideration for good taste and for the maturity of the students using said materials and consideration of the rights of students and parents.
2. In performing their teaching functions, teachers shall be guaranteed freedom to express personal opinions on matters relevant to the course content; but when they do so, they shall identify the opinion as personal and clarify that they are not speaking in behalf of the school, its administration or the District.

D. The District acknowledges that no single teaching method is universally applicable to all instructional settings.

## ARTICLE XVIII - DUES AND DEDUCTIONS

### A. Payroll Deductions

1. **Dues Deduction Authorization.** At least one week prior to the first dues deduction of the school year, and then at least one week prior to next payroll for any employee who becomes a member of the Association after the start of the school year, the Association shall notify the District of bargaining unit members who have elected to have dues deducted from their paychecks and shall identify the dues to be deducted from each.

The Association shall also notify the District within seven (7) days when a bargaining unit member should no longer have dues deducted.

2. **Processing HAT/OEA/NEA Dues Deductions.** The District shall deduct the full dues amount of the Hermiston Association of Teachers in the October paycheck. OEA/NEA dues deductions shall be made monthly in an amount equal to one-tenth (1/10) of annual dues, commencing with the month of November and continuing through the June pay period (note that during the May and June pay periods, employees receive two (2) paychecks for a total of ten (10) paychecks between November and June.

Deductions for employees who join the Association after the beginning of the school year shall be prorated on a twelve-month proration schedule.

3. **Remittance of Dues Checks**

- a. **Data to OEA.** Within ten (10) days after each pay period, the District shall send an electronic register of the OEA/NEA dues, including voluntary Association contributions, deducted from each member's paycheck.
- b. **Payment to OEA.** Within ten (10) days after each pay period, the District shall send to OEA, in a single payment, the combined NEA and OEA dues, including voluntary Association contributions, deducted for the month.
- c. **Payment to HAT.** The Hermiston Association of Teachers dues payment will be paid separately from OEA/NEA dues and shall be remitted to the Hermiston Association of Teachers Treasurer.

4. **Indemnification.** The Association agrees to indemnify, defend, and hold the District harmless from employee or former-employee claims, orders, or judgements against the district concerning the dues deduction procedures outlined in this agreement. The Association's obligations are contingent upon the District: 1) giving the Association at least two-week' notice, in writing, of any claim; 2) and fully cooperating with the Association and its designated counsel in the defense of the claim. The Association's obligation does not extend to criminal allegations or District conduct that would constitute

an Unfair Labor Practice. In the event the District properly invokes this paragraph, the Association will provide the attorney to defend against the claim. In the event the District wishes to use its own attorney, the District will pay the fees and costs of said attorney.

## **B. Employee Information**

- 1. Employee List.** On October 1st, February 1st, and June 1st of each year, the District shall provide to the OEA membership specialist and the Association president an Excel-compatible file of each employee in the bargaining unit (both active members and non-members) that includes employee ID, first date of service, FTE, classification or title, worksite, residential address, and phone number on file. Whenever a new employee is hired into the bargaining unit, the District shall provide the above information within ten (10) days of hire.
- 2. Change in Employment Status.** The District shall notify the OEA membership specialist and the Association president whenever an employee in the bargaining unit is placed on an unpaid leave of absence, retires, is laid off, or resigns.

## **ARTICLE XIX - ASSOCIATION RIGHTS AND PRIVILEGES**

- A. The Association may have the use of a bulletin board in each faculty lounge. The Association may have access to employee's school mailboxes and the ability to use district email to conduct association business. The Association will comply with applicable state and federal laws related to the usage of the mailboxes.
- B. The District will allow five (5) hours per week of released time to the president of the Association to be compensated by the Association to the District at the substitute rate of pay. The hour(s) within the day shall be worked out between the Association president and the principal of the building to which he/she is assigned without the undue interference of other District officials.

The employer shall allow Association-designated representatives to perform union duties during work hours, with no loss in pay, benefits, leave accrual, or seniority.

- C. Requests for association leave will not be unreasonably withheld by the district.
- D. Upon request, the Association's building representative shall be allowed to make brief announcements and Educational Council reports at faculty meetings.
- E. The District shall place on the agenda of each regular Board meeting an opportunity for an Association representative to comment or make suggestions on matters discussed. The Association shall have the opportunity to ask that items be placed on the Board agenda if said items are made known to the Superintendent's office at least a week prior to the regularly scheduled Board meeting.
- F. The Association has the right to have placed in the Superintendent's in-service packet for new employees a letter prepared by the Association informing employees that the Association is recognized as the exclusive negotiating representative for all employees in the Hermiston School District covered under this Agreement and while this Agreement is in force. The Association shall have the right to meet with new employees for one hour during New Staff Orientation or for 30 minutes during the workday within 30 days after hire without loss of pay or benefits. The District will not schedule conflicting meetings or duties for new employees during this time with the Association.
- G. The rights granted to the Association will not be granted or extended to another competing employee organization while this Agreement is in force.

- H. The District will allow the Association reasonable use of the school buildings upon notice and approval of the building administrator.
- I. The Association shall have the right to conduct meetings at employee work locations before or after regular work hours, during meal periods, and during any other break periods. The Association shall have the right to select the time and place of meetings, provided that the meetings do not interfere with the district operations. The Association shall have the right to conduct meetings without undue interference.
- J. The District will provide information the association needs related to employee investigation, employee discipline, or contract maintenance at no charge to the Association for work less than three (3) hours and at a mutually agreed upon reasonable rate for work beyond the third (3<sup>rd</sup>) hour.

## **ARTICLE XX - MISCELLANEOUS PROVISIONS**

- A. If any provision of this Agreement is held to be invalid by operation of law or by a tribunal of competent jurisdiction, or if compliance with or enforcement of any provision should be restrained by any such tribunal, the remainder of the Agreement shall not be affected thereby; and upon the request of either the District or the Association, the parties shall enter into negotiations for the purpose of attempting to arrive at a mutually satisfactory replacement for such provisions.
- B. The Association and its members agree that they will not participate in any illegal strike, work stoppage, slowdown or other concerted work action during the term of this Agreement. The District agrees that during the term of this Agreement there will be no lock out of employees in the bargaining unit.
- C. Any individual contract between the District and an individual employee hereafter executed shall be subject to the terms and conditions of this Agreement. If an individual contract contains any language contrary to this Agreement, this Agreement, during its duration, shall be controlling.
- E. Employees entering the system will be given credit for past teaching experience, or at the discretion of the district, relevant experience on the Salary Schedule up to the maximum years allowable in each column.
- F. Travel allowances for the period of this Agreement will be at the state rate. Allowances for employees who are not assigned to specific school building(s) full-time may be granted stipends in lieu of mileage reimbursements upon mutual approval. Upward allowances may be granted by the Superintendent with documentation.
- G. **Movement on the Salary Schedule**
  - 1. Graduate level credit, as defined by the college/university, will be allowed for movement on the salary schedule. Once a master's degree is earned and an employee chooses to move to the MA track, all credits earned and/or counted previous to the conferral of the master's degree will not be counted towards further advancement on the salary schedule.
  - 2. Courses taken, with prior approval of the building administration and the Superintendent, or his/her designee, may be used as a Professional Development Plan for movement on the salary schedule.
  - 3. Special one hour credit allowances may be made if previously approved by the District. Such credits apply to District only.
  - 4. No employee shall be denied credit for education that had been previously granted by the District.
  - 5. Verification for movement on the salary schedule shall be by official transcript on file by January 15 of the respective school year with grade slips, or other college verification, submitted to the Human Resources Department by October 10. Extenuating circumstances will be dealt with individually.

- H. Beginning with the September 30, 1982, payroll for work performed on and after July 1, 1982, the District shall cease withholding from the employee's monthly salary the contributions required by ORS 238.200; and shall "pick-up", assume and pay a six percent average employee contribution to the Public Employees Retirement Fund for the employees then participating in the Public Employees Retirement System. The full amount of required employee contributions "picked-up" or paid by the District on behalf of employees pursuant to this Agreement shall be considered as "salary" within the meaning of ORS 238.005 (26) for the purpose of computing an employee's "final average salary" within the meaning of ORS 238.005 (09), but shall not be considered as "salary" for the purpose of determining the amount of employee contributions required to be contributed pursuant to ORS 238.200. Such "picked-up" or paid employee contributions shall be credited to employee accounts pursuant to ORS 238.200 (2) and shall be considered to be employee contributions for the purpose of ORS 238.200 to 238.215.

## **ARTICLE XXI - JOB SHARING**

- A. When any full time teacher of the bargaining unit feels that he/she wishes to be employed on a half time rather than full time basis, the teacher may make application for job sharing of the position no later than April 15 to the Superintendent. In order for any job to be shared, the following criteria must be met:
1. The two individuals sharing the position must be fully licensed for the position.
  2. The two individuals shall share hours of employment, duties and compensation in an equitable manner.
  3. Each individual shall receive the salary and benefits prorated at the level he/she would receive if he/she were teaching full time in that position. In addition, each individual shall have the option of purchasing at the individual's expense medical and/or dental coverage at the group rates.
  4. If one member of the job sharing team should resign or be terminated, the remaining member would have the option of becoming a full time teacher in that position with all the rights attendant thereto.
  5. Each year's experience as a member of a job sharing team shall be counted as a full year's experience.
  6. If both positions of the job sharing team should be vacant, those two positions would revert back to one full time position.
- B. It is understood that the granting of a job sharing application is at the discretion of the District. It is also understood that job sharing in no way affects any other half-time position nor any rights attendant thereto.

## **ARTICLE XXII - COMPENSATION**

- A. Each employee in the District who is under contract to deliver services in excess of 50% for that school year, shall receive a step the following school year until such time as he/she reaches the column maximum.
- B. The salary schedule for employees is attached to this Agreement as Appendix A and by reference is incorporated herein. The amount between steps is identified on Appendix A and the amount between columns shall continue at five percent.
- C. Extra Responsibility Schedule and Staffing Adjustments:

The Extra Responsibility Schedule for employees is attached to this Agreement as Appendix B and is incorporated herein by reference.

1. **Adding a New Position:** Employees seeking to add a new position not currently listed on the Extra Responsibility Schedule must submit an Extra Responsibility Review Application to the Human Resources Department for consideration. A review will be conducted by a four-member committee, with two members selected by the Association and two selected by the district. A majority vote confirming the request shall result in one of the following outcomes:
  - a. The position will not be included on the Extra Responsibility Schedule.
  - b. The position will be included on the Extra Responsibility Schedule, and the employee will be issued a pro-rated contract based on the approval date for the remainder of the school year.
  - c. The position will be included on the Extra Responsibility Schedule, effective the following school year.

The committee’s decision will be final. Employees may not request more than one review per activity per contract term and no more than two reviews total per contract term.

2. **Adding Additional Staff:** Employees requesting additional staff due to increased student numbers or other identified needs must submit a formal request to the Athletics and Activities Director with supporting rationale. The process will be the following:
  - a. The Athletics and Activities Director will review the request and determine whether additional staffing is warranted.
  - b. If approved, the request will be forwarded to Human Resources and Accounting to assess budget availability.
  - c. If funding is available, additional staffing may be approved.
  - d. The decision of the district is final. This process falls under management and staffing rights.

D. If there are year-end deductions, said deductions shall be in the final paycheck of the year.

## **ARTICLE XXIII - FRINGE BENEFITS**

### **A. Insurance:**

1. During the 2025-2026 contract year, the district agrees to pay up to \$1,760 per month for health insurance coverage and a \$10,000 life insurance policy (subject to OEGB regulations).
2. During the 2026-2027 contract year, the district agrees to pay up to \$1,820 per month for health insurance coverage and a \$10,000 life insurance policy (subject to OEGB regulations).
3. The insurance cap for less than full time employees will be pro-rated.
4. The cost and availability of continued LTD insurance will be the responsibility of the employee.

The number and level of membership required to participate in the Medical Insurance Program will be determined by the insurance carrier. The members covered by this Agreement will need to maintain at least the minimum level of participation in the Medical Insurance Program. If minimum levels are not met, those members previously allowed to opt out, will be required to participate in the Medical Insurance Program in the inverse chronological order in which the members opted out until the levels are met, in accordance with the Medical Insurance Program carrier.

Employees covered by this Agreement who elect not to participate in the Medical Insurance Program will not receive compensation in lieu of insurance.

The selection of available insurance plans rests with HAT. Selections will be in accordance with OEGB regulations or the appropriate insurance provider as long as such selections do not prove detrimental to other District employee groups.

**B. HRA/VEBA and HSA:**

**HRA/VEBA:**

*“Maximum District contribution amount” will be defined as follows: the maximum allowable insurance benefit available to an employee in accordance with the collective bargaining agreement.*

Subject to the rules and regulations of the insurance carrier, the Oregon Educator Benefits Board (OEBB), and the Internal Revenue Service (state and federal), eligible employees who choose health (medical, dental and/or vision) insurance plans with a total monthly premium cost that is at least \$50 less than the employee’s maximum District contribution amount will receive up to 55% of the difference between the actual premium cost and the employee’s maximum District contribution amount as a contribution toward a Health Reimbursement Arrangement (HRA) for which the employee is qualified and eligible unless such contribution would create disadvantageous tax consequences for the District or the employee.

Subject to the rules and regulations of the insurance carrier, OEBB, and the IRS, eligible employees who maintain and provide proof of another medical benefit plan may opt-out of District sponsored health insurance coverage. Employees who opt-out of health insurance coverage, and who are otherwise eligible for a District contribution toward insurance premiums, may receive 55% of the employee’s maximum District insurance contribution as a contribution toward a District Sponsored Health Reimbursement Arrangement (HRA) as long as such contribution would not create disadvantageous tax consequences for the District or the employee.

Eligible employees who do not maintain and provide proof annually of another employer-sponsored group medical plan will not be permitted to opt-out of District-sponsored group insurance coverage.

**HSA:**

*“Maximum District contribution amount” will be defined as follows: the maximum allowable insurance benefit available to an employee in accordance with the collective bargaining agreement.*

Subject to the rules and regulations of the insurance carrier, the Oregon Educator Benefits Board (OEBB), and the Internal Revenue Service (state and federal), eligible employees who choose an HSA compliant plan with a total monthly premium cost that is at least \$50 less than the employee’s maximum District contribution amount will receive up to 55% of the difference between the actual premium cost and the employee’s maximum District contribution amount as a contribution toward a district identified Health Savings Account for which the employee is qualified and eligible unless such contribution would create disadvantageous tax consequences for the District or the employee.

Eligible employees must meet all requirements specified by OEBB, their subsidiaries, and the selected HSA vendor, and is responsible for plan eligibility and compliance. The employee will be required to sign a hold harmless statement indemnifying the District.

**C. Tuition Reimbursement**

The District will set aside \$60,000 annually for tuition reimbursement opportunities for qualified licensed staff.

**NOTE:**

- For institutions on the semester system, each three quarter hours shall be considered equivalent to two semester hours.
- The reimbursement year shall be considered as the period between July 1 and June 30.

**Eligibility**

To be eligible for reimbursement, course work must meet either of the following requirements specified below and be submitted by the employee to the Human Resources Department for approval in advance of 111

registration. The applicant will be notified of approval or denial within ten (10) working days of submission to the Human Resources Department.

Course work must be in an advanced degree and/or certification program in which the employee is enrolled;  
or

Graduate-level college credit courses directly related to the employee's licensed assignment

Excluded from reimbursement under this Article are: travel, materials, and other non-tuition related expenses.

No employee shall be entitled to more than 6 quarter credits or 4 semester credits of tuition reimbursement in any reimbursement year. Employees less than full time shall have their tuition limit pro-rated based upon their FTE. Employees new to the District shall not be granted reimbursement for courses taken prior to the start of their contract with the District.

**Reimbursement Rate**

Each employee approved for reimbursement will be reimbursed in full up to the prevailing quarter hour tuition rate at Eastern Oregon University after exhaustion of any other tuition reimbursement, grants, or financial aid to which the employee is entitled.

**Application Period**

Application for tuition reimbursement during the reimbursement year can be made at any time as long as verification of completion can be received by the Human Resources Department by June 30<sup>th</sup> of that year.

**Proof of Completion**

A receipt for tuition charges paid and evidence of successful completion of the course (such as grade slips, transcript, verification of completion) must be filed in the Human Resources Department prior to reimbursement.

**Funding Prioritization**

The Superintendent or designee will develop and share guidelines annually to prioritize tuition reimbursement activities in the event that more applications than funding is available.

**Service Requirement**

Three years of service following the receipt of reimbursement is required for all recipients. In the event that an employee voluntarily terminates their employment with the District they will be required to reimburse back to the District on a pro-rated basis any tuition support received.

**ARTICLE XXIV - INCENTIVE FOR RETIREMENT UNDER THE PUBLIC EMPLOYEES  
RETIREMENT SYSTEM (PERS)**

- A. **Eligibility:** Only employees with a seniority date prior to July 1, 2002 with continuous service will be eligible for the following retirement incentive program.

To be eligible for the benefit an employee must be fifty-five (55) or more years of age or have at least 30 years of creditable service in the Public Employees Retirement System (PERS) and are eligible to retire under PERS.

- B. **Benefit:** The eligible retired employee shall receive a \$400 monthly cap to purchase two party medical insurance for the retired employee and spouse under the District's group insurance program.

The District will pay for such coverage for a period of up to seven (7) years but not later than the month in which the retired employee qualifies for the Federal Social Security Medical Coverage and/or unreduced Social Security retirement benefits, whichever is earlier.

In the event of the death of the retired employee prior to coverage under Medicare, the District, if the surviving spouse of the retired employee is at the time of the death not covered by Medicare, shall pay the monthly premium incident to covering such spouse until such time as the retired employee would have become covered by Medicare or the spouse becomes covered by Medicare, whichever occurs first.

There is no annuity option in lieu of medical insurance coverage under the retirement program.

- C. **Notice:** An employee planning to take early retirement through this Article must give notice to the Superintendent of Schools at least sixty (60) calendar days prior to his/her retirement date.
- D. **Early Retirement Procedures Review:** The Hermiston School District will, in consultation with the Hermiston Association of Teachers, develop and review annually a set of procedures addressing employees who may retire from the Public Employees Retirement System midway through the academic school year.

**ARTICLE XXV - DURATION OF AGREEMENT**

- A. The terms and conditions of this Agreement shall continue from July 1, 2025, through June 30, 2027.
- B. The parties acknowledge that this Agreement represents the agreements reached between them on these matters.

\_\_\_\_\_  
President for the Hermiston  
Association of Teachers

\_\_\_\_\_  
Chairman for the Hermiston  
Board of Directors

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

**APPENDIX A - EMPLOYEES SALARY SCHEDULE**

**2025-2026\***

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
<b>Steps</b>	<b>BA (LPN) (BSW)</b>	<b>BA + 23 (RN)</b>	<b>BA + 45 (BSN)</b>	<b>BA + 69 MA (BSN NCSN) (MSW,LMSW,CSWA)</b>	<b>BA + 92 MA + 23 (MSN)</b>	<b>BA + 115 M + 45 (MSN NCSN) (LCSW)</b>
1	\$50,093	\$52,597	\$55,227	\$57,989	\$60,888	\$63,932
2	\$51,846	\$54,438	\$57,160	\$60,018	\$63,019	\$66,170
3	\$53,661	\$56,344	\$59,161	\$62,119	\$65,225	\$68,486
4	\$55,539	\$58,316	\$61,231	\$64,293	\$67,508	\$70,883
5	\$57,483	\$60,357	\$63,375	\$66,543	\$69,870	\$73,364
6	\$59,494	\$62,469	\$65,593	\$68,872	\$72,316	\$75,932
7	\$61,577	\$64,656	\$67,888	\$71,283	\$74,847	\$78,589
8	\$63,732	\$66,919	\$70,264	\$73,778	\$77,467	\$81,340
9	\$65,963	\$69,261	\$72,724	\$76,360	\$80,178	\$84,187
10	\$68,271	\$71,685	\$75,269	\$79,033	\$82,984	\$87,133
11	\$70,661	\$74,194	\$77,903	\$81,799	\$85,889	\$90,183
12		\$76,791	\$80,630	\$84,662	\$88,895	\$93,339
13			\$83,452	\$87,625	\$92,006	\$96,606
14				\$90,692	\$95,226	\$99,988

\*(3.5% COLA increase)

**2026-2027\***

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
<b>Steps</b>	<b>BA (LPN) (BSW)</b>	<b>BA + 23 (RN)</b>	<b>BA + 45 (BSN)</b>	<b>BA + 69 MA (BSN NCSN) (MSW,LMSW,CSWA)</b>	<b>BA + 92 MA + 23 (MSN)</b>	<b>BA + 115 M + 45 (MSN NCSN) (LCSW)</b>
1	\$51,846	\$54,438	\$57,160	\$60,018	\$63,019	\$66,170
2	\$53,661	\$56,344	\$59,161	\$62,119	\$65,225	\$68,486
3	\$55,539	\$58,316	\$61,231	\$64,293	\$67,508	\$70,883
4	\$57,483	\$60,357	\$63,375	\$66,543	\$69,870	\$73,364
5	\$59,494	\$62,469	\$65,593	\$68,872	\$72,316	\$75,932
6	\$61,577	\$64,656	\$67,888	\$71,283	\$74,847	\$78,589
7	\$63,732	\$66,919	\$70,264	\$73,778	\$77,467	\$81,340
8	\$65,963	\$69,261	\$72,724	\$76,360	\$80,178	\$84,187
9	\$68,271	\$71,685	\$75,269	\$79,033	\$82,984	\$87,133
10	\$70,661	\$74,194	\$77,903	\$81,799	\$85,889	\$90,183
11	\$73,134	\$76,791	\$80,630	\$84,662	\$88,895	\$93,339
12		\$79,478	\$83,452	\$87,625	\$92,006	\$96,606
13			\$86,373	\$90,692	\$95,226	\$99,988
14				\$93,866	\$98,559	\$103,487

\*(3.5% COLA increase)

## APPENDIX B - EXTRA RESPONSIBILITY SCHEDULE

Extra Responsibility contracts will be paid at the conclusion of the assignment or monthly if the assignment is year-long.

ACTIVITY	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7 (7-10 yrs)	Step 8 (11-14 yrs)	Step 9 (15-18 yrs)	Step 10 (19+ yrs)
<b>A.</b> HS Football (Head) HS Basketball (Head) HS Wrestling (Head)	15.5%	16.5%	17.5%	18.5%	19.5%	20.5%	21.5%	23.5%	25.5%	27.5%
<b>B.</b> HS Volleyball (Head) HS Baseball (Head) HS Softball (Head) HS Track (Head) HS Soccer (Head) HS Swimming (Head) HS Cross Country (Head) HS Marching Band Director HS Vocal Director HS FFA Advisor HS Band Director	11.5%	12.5%	13.5%	14.5%	15.5%	16.5%	17.5%	19.5%	21.5%	23.5%
<b>C.</b> HS Tennis (Head) HS Golf (Head) HS Lacrosse (Head) HS Bowling (Head) HS Football (Asst.) HS Basketball (Asst.) HS Wrestling (Asst.) HS Volleyball (Asst.) HS Baseball (Asst.) HS Head Slow Pitch Softball HS Softball (Asst.) HS Track (Asst.) HS Soccer (Asst.) HS Swimming (Asst.) HS Cross Country (Asst.) HS PEP Band Advisor HS Athletic Coord (1 per season) HS Leadership Advisor Generation College Advisor	10.5%	11.5%	12.5%	13.5%	14.5%	15.5%	16.5%	18.5%	20.5%	22.5%
<b>D.</b> HS Golf (Asst.) HS Tennis (Asst.) HS Rally (Head - Fall) HS Rally (Head - Winter) HS Color Guard (Head) HS Speech/Debate Advisor HS Newspaper Advisor HS Annual Advisor MS Music	9.5%	10.5%	11.5%	12.5%	13.5%	14.5%	15.5%	17.5%	19.5%	21.5%
<b>E.</b> HS Marching Band (Asst.) HS FBLA Advisor HS FCCLA Advisor HS Drama (per 3 Act Play) HS Dance Team (Head – Fall) HS Dance Team (Head – Winter)	8.5%	9.5%	10.5%	11.5%	12.5%	13.5%	14.5%	16.5%	18.5%	20.5%
<b>F.</b> HS Rally (Asst.) MS Yearbook Advisor HS Dance Team (Asst - Fall) HS Dance Team (Asst - Winter) HS Key Club Advisor	7.5%	8.5%	9.5%	10.5%	11.5%	12.5%	13.5%	15.5%	17.5%	19.5%
<b>G.</b> MS Coaches MS Drama HS Asst Drama (per 3 Act Play)	7.0%	8.0%	9.0%	10.0%	11.0%	12.0%	13.0%	15.0%	17.0%	19.0%
<b>H.</b> MS Athletic Coord (1 per season)	6.5%	7.5%	8.5%	9.5%	10.5%	11.5%	12.5%	14.5%	16.5%	18.5%
<b>I.</b> HS Junior Class Advisor (Head) MS Leadership Advisor Leadership Team Stipend National Honor Society Advisor HTV Athletic Live Stream (3 seasons) HS Equestrian Advisor MS Color Guard	5.0%	6.0%	7.0%	8.0%	9.0%	10.0%	11.0%	13.0%	15.0%	17.0%

J. Play-off Pay

Head Coach 0.75% per week    Assistant 0.5% per week

The percentage shall apply to the Base Salary.

## APPENDIX C – EXTENDED CONTRACTS AND EXTRA PAY

Extended contracts for added days on the employee’s regular assignment shall be paid at the /daily rate of the employee’s regular annual salary.

Any employee with an extended contract for added days beyond the 193 days outlined in Article V. Section B., shall work with their immediate supervisor to complete and submit a work-year calendar to the Human Resources Department annually for review.

- Nurses will have six (6) additional days.
- Psychologists and pathologists will have eight (8) additional days.
- Dean of Students will have ten (10) additional days.
- Instructional Coaches will have ten (10) additional days.

Psychologists and pathologists will receive an additional compensation in the amount of 15.5% of their salary for additional workload duties required of their position, including but not limited to work time required outside of the 8-hour work day.

Special Education teachers and facilitators will be provided a \$2,500 stipend each school year for special education duties outside of the minimum contracted hours.

If a nurse is required to cover a direct care nurse due to an absence the covering nurse will be compensated at 1/6 of their daily rate.

### **Longevity:**

An employee who has been at the maximum step of a salary column for three (3) consecutive years shall receive a salary increase equal to 1.5% of the A-1 base salary. This increase shall establish a new salary figure for that employee.

Employees who are at the MA+45/B+115 column shall be eligible for additional longevity increases as follows:

- A second increase of 1.5% of the A-1 base salary shall be awarded five (5) years after receiving the first longevity increase.
- A third increase of 1.5% of the A-1 base salary shall be awarded five (5) years after receiving the second longevity increase.

### **Extra Pay**

Extended time for special projects other than the employee’s regular contract will be paid at \$30.00/hour.

Extended time for Professional/Technical Instruction of staff members outside the regular working day will be paid at \$42.00/class contact hour rate.

### Extra Pay Schedule per Event/Trip—Middle School and High School

General Supervision and Ticket Taking .....	\$20.00
(at football & basketball games, wrestling matches, track meets, and high school dances, etc.)	
Spectator Bus Supervision--High School .....	\$30.00
(within 100 miles)	
Spectator Bus Supervision--High School .....	\$50.00
(beyond 100 miles)	

**APPENDIX D – GRIEVANCE REPORT  
STEP 2**

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Name of Grievant	Assignment	Building
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Name of Administrator	Date Grievance Received by Administrator
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**Step 2--Formal Conference**

Date the employee had knowledge of the condition being aggrieved \_\_\_\_\_

Date of informal conference \_\_\_\_\_

Statement of Grievance (cite specific provision in the master contract or district policy and decision rendered, if any, at the informal conference.)

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Signature of Grievant	Date	Name of Representative
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Disposition by Principal or other administrator \_\_\_\_\_

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Signature of Administrator	Date
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Position of Grievant and/or Association: Date received by Grievant \_\_\_\_\_

\_\_\_\_\_ I accept the decision of principal/administrator.

\_\_\_\_\_ I appeal the decision to Step 3

Statement of the reason for appeal \_\_\_\_\_

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Signature	Date
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**STEP 3 -- SUPERINTENDENT**

\_\_\_\_\_  
Name of Grievant

A. \_\_\_\_\_  
Date received by Superintendent

B. \_\_\_\_\_  
Date of meeting held by Superintendent/Designee

\_\_\_\_\_  
Date fact-finding report received

C. Disposition by Superintendent \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature Date

D. Position of Grievant and/or Association:

\_\_\_\_\_ I accept the decision of the Superintendent

\_\_\_\_\_ I appeal the decision to Step 4

\_\_\_\_\_  
Signature of Grievant Date

**STEP 4 — BOARD OF EDUCATION**

\_\_\_\_\_  
Name of Grievant

A. \_\_\_\_\_  
Date received by School Board

B. \_\_\_\_\_  
Date of meeting held with School Board

\_\_\_\_\_  
Date fact-finding report received

C. Disposition by School Board \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

D. Position of Grievant and/or Association:

\_\_\_\_\_ I accept the decision of the Board of Directors

\_\_\_\_\_ I appeal the decision to Step 5

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## STEP 5 - ARBITRATION

Date submitted to arbitration \_\_\_\_\_

This form provides the official record of the procedural steps and should be attached as a cover to other materials relating to the grievance.

### Distribution of Form

1. Grievant
2. Association
3. Administrator (Party in interest)
4. Grievance file

## BOARD MEMBERS CALENDAR

**Tue July 22, 2025**

- **4:00pm – 8:00pm Summer School Registration**  
**Where:** DO Boardroom  
**Calendar:** Board Members  
**Created by:** Rosa Cerda-Diaz

**Thu July 24, 2025**

- **4:00pm – 8:00pm Summer School Registration**  
**Where:** DO Boardroom  
**Calendar:** Board Members  
**Created by:** Rosa Cerda-Diaz

**Fri Aug 8 to Aug 10, 2025**

- **2025 Summer Board Conference August 8-10**  
**Where:** Salem Convention Center  
**Calendar:** Board Members  
**Created by:** Rosa Cerda-Diaz

**Mon Aug 11, 2025**

- **6:00pm – 8:00pm Board Regular Meeting**  
**Where:** DO Boardroom  
**Calendar:** Board Members  
**Created by:** Rosa Cerda-Diaz

**Tue Aug 12, 2025**

- **8:00am – 8:30am KOHU Odds & Ends Show**  
**Where:** KOHU  
**Calendar:** Board Members  
**Created by:** Rosa Cerda-Diaz  
**Who:** Tricia Mooney, [Kohunews@gmail.com](mailto:Kohunews@gmail.com)

**Fri Aug 22, 2025**

- **7:00am – 10:00am All Staff In-Service 2025 26SY District Kick Off**  
**Where:** Hermiston High School Stadium, 600 S 1<sup>st</sup> St, Hermiston, OR 97838  
**Calendar:** Board Members  
**Created by:** Rosa Cerda-Diaz

**Mon Aug 25, 2025**

- **6:00pm – 8:00pm Board Special Meeting**  
**Where:** DO Boardroom  
**Calendar:** Board Members  
**Created by:** Rosa Cerda-Diaz

**BOARD OF EDUCATION  
UMATILLA COUNTY SCHOOL DISTRICT #8R, HERMISTON  
HERMISTON, OREGON**

July 14, 2025

**EXECUTIVE SESSION**

The board of education will now meet in executive session pursuant to the following Oregon Revised Statute(s):

	<b>Statutory Citation</b>	<b>Subject</b>	<b>Media Permitted?</b>
	ORS 192.660(2)(a)	To consider the employment of a public officer, employee, staff member or individual agent.	Yes
<b>X</b>	ORS 192.660(2)(b)	To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.	Yes
	ORS 192.660(2)(d)	To conduct deliberations with persons designated by the governing body to carry on labor negotiations.	No
	ORS 192.660(2)(e)	To conduct deliberations with persons designated by the governing body to negotiate real property transactions.	Yes
	ORS 192.660(2)(f)	To consider information or records that are exempt by law from public inspection.	Yes
	ORS 192.660(2)(h)	To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.	No
	ORS 192.660(2)(i)	To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.	Yes
	ORS 192.660(2)(k)	To consider matters relating to school safety or a plan that responds to safety threats made toward a school.	Yes
	ORS 332.061(1)	To conduct a hearing to expel minor students or to examine confidential medical records	No

The Hermiston School District Board of Education will now meet in executive session pursuant to ORS **(per above)**. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session, except for a student expulsion. At the end of the executive session, the board will return to open session and welcome the audience back into the room.

Attorney General's Public Records and Meetings Manual, p. K-9.

Board Policy BDC-AR: Executive Sessions – News Media  
<http://policy.osba.org/hermiston/AB/BDC%20R%20G1.PDF>