Alsea School Board Meeting

Monday, July 13, 2026 6:00 PM
Staff Room, 301 S 3rd St, Alsea, OR 97324

1. **Call to Order**
   a. Flag Salute
   b. Approval of Agenda
2. **Consent Agenda**
   a. Approval of Minutes
      i. Regular Board Meeting - 6.8.2026

Alsea School Board Meeting
Monday, June 8, 2026
6:00 PM
Virtual Only

Alsea School District 7J
301 South 3rd Street
Alsea, OR 97324
541.487.4305

Board Members Present Online: Risteen Follett, Jamie Olsen, Russ Ceperich, George Laiblin, Soren Rounds
Board Members Absent: None
Staff Present Online: Stacy Knudson, Stephanie Lewis, Lora Nickle, Heather Shunk, Nancy Hall

1. **Call to Order - 6:15 PM**
   a. Flag Salute
   b. Approval of Agenda
      Approved with the addition of items 2d. Budget Hearing, 5d. 2026-27 Budget Resolution. Motion carried 5-0
2. **Consent Agenda**
   a. Approval of Minutes
      i. 5.11.2026 - Alsea Budget Committee Meeting Minutes
      ii. 5.11.2026 - Alsea School Board Meeting Minutes
   b. Month End Reconciliation & Financial Board Report
   c. Hires:
      Lynsey McClintock Wood, MS/HS ELA teacher
      Resignation:
      Ricki Hendrix, MS Track Coach
   d. Budget Hearing
      Jamie Olsen motioned to approve the consent agenda. Russ Ceperich seconded the motion. Motion carried 5-0
3. **Patron Comments – None**
4. **Reports**
   a. Superintendent / K-12 Principal Reports
      Stacy Knudson presented her report to the Board. The documents are available online. The Board asked clarifying questions.

Recess at 6:16 PM
Meeting reconvened at 6:24 PM

i. Enrollment Report
Lora Nickle let the Board know that enrollment continues to fluctuate. However, it is continuing to be steady.
ii. Regular Attenders
Stacy Knudson spoke to the Board about the difficulties of being a remote school district that appointments etc. can cause a full day absence.

b. K-6 LaHO Principal Report
Heather Shunk presented her report to the Board. The document is available online.

c. Business Manager Report
Stephanie Lewis presented her report to the Board. The documents are available online. The board asked clarifying questions.

d. Safety Committee Report
Lora Nickle presented her report to the Board. The document is available online. The Board asked clarifying questions.

5. **New Business**
   a. XC Co-Op with Philomath

Stacy Knudson let the Board know that we just need Board approval to move forward. Jamie Olsen motioned to approve the XC Co-Op with Philomath as presented. Russ Ceperich seconded the motion. The Board did not have any questions. Motion carried 5-0.

   b. Alsea Charter Agreement Renewal

Stacy Knudson let the Board know that she worked on the Charter Renewal with Kristen Miles from OSBA to update. The Charter application is due by June 30, 2026. The Board asked clarifying questions. Jamie Olsen motioned to accept the Alsea Charter Agreement with an effective date of July 1, 2026. Russ Ceperich seconded the motion. The Board did not have any further discussion or questions. Motion carried 5-0

   c. 2026-27 Alsea Academic Calendar revision

Stacy Knudson spoke to the Board about the adjustment to the 2026-27 Alsea Academic Calendar. She spoke about the instructional minutes that Governor Kotek put into place this past spring and how Alsea is working to be compliant. The Board discussed. Russ Ceperich motioned to accept the amended Academic calendar for 2026-27 as presented. Soren Rounds seconded the motion. Motion carried 5-0

   d. Budget Resolution 26-05

Risteen Follett motioned to approve the **2026-27 Budget Resolution**: BE IT RESOLVED that the Board of the Alsea School District 7J hereby adopts the budget for fiscal year 2026-2027 in the total amount of $14,591,021.00. This budget is now on file at 301 S 3rd St in Alsea Oregon. Russ Ceperich seconded the motion. The Board discussed. Risteen Follett rescinded her motion and added the following statements: approved the **Resolution Imposing Tax**: BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2026- 2027: (1) At the rate of $ 5.0811 per $1000 of assessed value for permanent rate tax; (2) In the amount of $109,000 for debt service on general obligation bonds. **Resolution Categorizing The Tax:** BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as: Subject to the Education Limitation Permanent Rate Tax $5.0811 /$1000 Excluded from Limitation General Obligation Bond Debt Service $ 109,000

The above resolution statements were approved and declared adopted on June 8th, 2026. Jamie Olsen seconded the motion. The Board did not have any further questions. Motion: carried 5-0

6. **Old Business**
7. **First Reading *(Shaded words are new/strikethroughs are deleted)**
8. **Second Reading**
   a. BBAA - Board Member's Authority and Responsibilities
   b. BBAA - Individual Board Members' Authority and Responsibilities - DELETE
   c. BBE - Vacancies on the Board
   d. BBE - Vacancies on the Board - DELETE
   e. BCE - Board Committees
   f. BCF - Advisory Committees to the Board - DELETE
   g. BD - Board Meetings, Notices and Communications
   h. BD/BDA - Board Meetings - DELETE
   i. BDC - Executive Sessions
   j. BDC - Executive Sessions - DELETE
   k. BDD - Board Meeting Procedures
   l. BDD - Board Meeting Procedures - DELETE

m. BDDC - Board Meeting Agenda
n. BDDC - Board Meeting Agenda - DELETE
o. BDDG - Recordings and Minutes of Board Meetings
p. BDDG - Minutes of Board Meetings - DELETE
q. CBG - Evaluation of the Superintendent
r. EBB - Integrated Pest Management
s. GAA - Personnel Definitions - DELETE
t. GBA - Equal Employment Opportunity
u. GBN/JBA - Sexual Harassment
v. JBA/GBN - Sexual Harassment

Lora Nickle let the Board know that Policy BDDC – Board Meeting Agenda, clarification from OSBA stated that any changes to the School Board Meeting Agenda will now need to have a public vote recorded in the meeting minutes. Jamie Olsen motioned to approve Policies items 8a – 8v as presented. Russ Ceperich seconded the motion. Soren Rounds asked if Policies GBN/JBA and JBA/GBN are the same policies that the person receiving the report should be the LBLESD Superintendent. Lora Nickle let the Board know that the policy that referred to this parameter is Policy GBNAA/JHFF. Motion carried 5-0

9. **Board Comments**

Russ Ceperich asked for clarification on Board attendance to graduation. Stacy Knudson stated that the Board is invited. They will be on the stage with the students, Risteen Follett will read off the names of the graduates, the remainder of the Board members will shake the graduates' hand.

10. **Future Agenda Items**

Jamie Olsen commented that at the July Board meeting there is the election of officers. She would like to create a calendar for the Board that outlines all deadlines for the Board.

11. **Key Dates**

June 12, 7:00 PM - HS Graduation
June 16, 2:15 PM - Kindergarten Graduation
June 16, 6:00 PM - 8th Grade Graduation
June 16, 6:00 PM – MS/HS Spring Sports Awards
June 17, 12:00 PM - Last day for students, early release
June 18, Last day for teachers
July 13, 6:00 PM - Regular School Board Meeting

12. **Adjournment - 8:00 PM**

_____

Board Chair Date

_____

Stacy Knudson, Superintendent Date

b. Month End Reconciliation & Financial Board Report

MONTH END RECONCILIATIONS AND FINANCIAL REVIEW

REPORT Month: **June 2026**

1. Payroll Processing – Reviewed and approved by Human Resources
   - ☑ Payroll reconciliation reports reviewed prior to processing.
   - ☑ Federal and state deposits have been made, as well if quarterly, federal and state reports have been reviewed and submitted
   - ☑ OEBB invoice been reconciled to payroll
   - ☑ Workers Compensation reconciled to payroll
   - ☑ Deduction payment reconciliation reviewed to ensure all liabilities have been processed

Roxie Smallwood, Human Resource — Date: 07-07-26

2. Deposits, Checks, Vouchers
   - ☑ All transactions have been entered into the financial accounting system and processed for the month.
   - ☑ All vouchers for checks and direct deposits have been reviewed and approved by the Superintendent.

Brynn Campbell, Accounts Payable/Receivable — Date: 7/7/26

3. Bank Reconciliations – Completed and approved by Superintendent
   - ☑ Citizens bank account
   - ☑ Local Government Investment Pool

4. Federal and State reimbursement requests made during the month
   - ☑ Monthly claims made and approved by Superintendent
   - ☑ If applicable, quarterly claims and reports made and approved by Superintendent

5. Financial Statements
   - ☑ Prepared after all reconciliations have been completed
   - ☑ Any manipulation of general ledger transactions in preparing statements
     - ☑ None
     - ☐ Yes, list below:
       1. Accrued substitute payroll based on average cost per month by account code

6. Business Office Internal Controls – Any changes to current procedures?

   ☐ Yes – submitted to Board for review

   ☑ None

7. Other

   ☐ Business Office Internal Controls – Any changes to current procedures?

      ☐ Yes

      ☑ None

   _____

   _____

   _____

   ☐ Any new pronouncements that will impact financial statements or budget for 25-26 fiscal year.

      ☐ Yes, list below:

   _____

   _____

   _____

Other items that may have an impact on the financial statements of the district?

☑ None

☐ Yes, list below:

Stephanie Lewis, Business Manager — Date: 7/8/2026

Deposits, Checks, Vouchers

☑ Created by Accounts Payable/Receivable and submitted to Superintendent for distribution

☑ The reports have been submitted to Board for review

☐ Has the Board of Directors responded to any items?

   ☐ Yes, and were all Board Members provided with the response

   ☑ None

Stacy Knudson, Superintendent — Date: 7/8/26

Revised 12/1/2025

c. Hire:
Greta Zafforoni - SPED Teacher

d. Resignation:
Amber Wolfe - SPED Teacher

3. **Patron Comments:**

The Alsea School Board of Directors values the opinions and input of students, staff, parents, and community members. Although board meetings are held in public, they are not meetings of the public. Please keep your comments to 3 minutes or less. If you intend to speak to the board this evening, you will need to fill out one of the blue comment cards and hand it to the Board Secretary, Lora Nickle. Public comments may also be made via Zoom. If you intend to speak via Zoom, please put your name in the comments so that the board chair can call on you. Before you begin your comments, please state your name and if you are speaking for an organization, please state that organization. For more information about public comments at a board meeting, please see Alsea School District Policy BDDH.

4. **Reports**

a. Superintendent / K-12 Principal Reports

Alsea School District
July 2026 Board Meeting Board Report
Stacy Knudson, Superintendent/K-12 Principal,
Food Service Director + Special Education Director

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1. Schedules, Systems and K-12 Programs

- ☐ Our Summer Learning Program is in the final stages of implementation. The program runs from July 20 - August 13. We currently have 21 registered with a goal of 36, K-12. Transportation will be available with pick up spots in Philomath and Waldport as well as local. Breakfast and lunch are also provided through the grant but not through our usual USDA providers and Corvallis SD.
    - ☐ *Focus: math, reading and writing with enrichment activities including music, foreign language, outdoor activities, yoga and field trips.*
- ☐ Bike Tour 2026 was a success! Grant funding went toward our new fitness center, facilities use and our HS football program made additional funds for their volunteer work. Great job!
- ☐ Inservice week training and meeting schedule is also in the planning phase.
- ☐ VOCERA (Stryker badges) training is taking place weekly and three sessions will be provided during inservice week. We are currently working on policies and agreements for all staff to enter into.
- ☐ We have been busy working on grants for the new fitness center/weight room. Roughly $19,000 has been secured with a proposal for the remaining $20,000. Rubber flooring has been purchased and we are awaiting a final award amount to determine which priority items we begin with.
- ☐ Playground vandalism has been taken care of and removed, thanks to our Facilities crew. We are currently working on an insurance claim as well as looking into other grant sources for a new system. Additional bark will be moved under existing structures while we look into new material for the new play structure.

3. Fiscal

- ☐ The Business Office, AP and I are working to organize grant funding and ensure coding and allocations are aligned as we braid funds across supplies, curriculum, training and equipment.
- ☐ Seismic - West Wing (Elementary classrooms, office and Library) project has been approved for a Spring 2027 start. Paperwork, contracts and planning are underway. The August meeting will include a presentation of the detailed plan.

4. Behavior Dept.

- ☐ Mr. McKnight has been busy creating organizational documents, reflection materials and we are working on updates to the behavior matrix in preparation for staff training.

7. Professional Development

- ☐ Summer/Fall 2026 Solution Tree - PLC sessions are being searched for and staff assigned

- [ ] Kagan Conference (Instructional Excellence) - FL July 2026 (Chelsey + Brittni + Amber) Teaching workshops to our district staff in August during Inservice.
- [ ] August Stryker/Vocera training August 26th (Leadership is currently meeting for weekly trainings now throughout the summer)
- [ ] August Synergy training scheduled for all staff - this will remove the paper forms for trackers and referrals.
- [ ] August ASD training is scheduled for all staff with mini sessions to follow through September

b. Business Manager Report

July 13, 2026

TO: Alsea School District Board of Directors
FROM: Stephanie Lewis, Alsea School District
RE: Financial Statements for fiscal year

2025-26 Board Members,

Attached are the financial statements through June 30th, 2026. The reports include:

- General Fund Statement of Revenues – Budget vs. Actual
- General Fund Statement of Expenditures – Budget vs. Actual
- Total Appropriations for the year
- Other funds revenue and expenditures

Fiscal Year 2025–26

For July 1st 2025through June 30th, 2026, actual revenues and expenditures show an estimated Ending at Fund Balance of $5,850,640. Of this total, $5,467,217 is set aside as Contingency and Unappropriated Ending Fund Balance, with a remaining unaudited underspent balance of $383,423.

Updates

Happy Fiscal New Year!!

With July being a clean up month as things still trickle in that need to be accrued and spent out of 25-26, the reports attached are not completely accurate of how the year will end. Next month will reflect the truest numbers.

July 14th 2026 is our go live date moving to the cloud as mentioned before, so you can expect next month's board report to look different possibly.

As of June 30th, 2026, Alsea's investments total $7,270,068.45 in the Local Government Investment Pool, earning an annualized interest rate of 4.00%, no change from last month.

Please don't hesitate to reach out with any questions or concerns about these statements.

Alsea School District General Fund: Statement of Revenues Budget Vs. Actual For the Fiscal Year 2025-2026

Source	Budget 2025-2026	Actual YTD Rev. 6/30/2026	Projected through 6/30/2026	Total Estimated 2025-26	(Over)/Under Budget	Budget 2024-25	Actual YTD Rev. 6/30/2025
SSF Funding							
1111 Current Year Property Taxes	540,000	**522,333**	11,105	533,438	6,562	528,200	521,781
1112 Prior Year's Property Taxes	4,000	**17,020**	5,020	22,040	(18,040)	1,000	4,743
1114 Payment in Lieu of Poperty Taxes	-	**6**		6		-	17
1190 Penalties & Interest on Investments	1,000	**(3,418)**	200	(3,218)		800	744
2101 County School Funds	-	**9,214**	-	9,214	(9,214)	-	7,284
3101 State School Support Funds	4,306,158	**4,488,864**	-	4,078,099	228,059	4,527,702	4,224,638
3101 SSF - Due to/from ODE FY24/25			-	-	-		-
3103 Common School Fund	32,225	19,395	19,395	32,241	(16)	41,205	40,053
Total SSF Funding	4,883,383	5,072,809	35,720	4,691,216	187,956	5,098,907	4,799,260
Total SSF Revenue	**$ 4,883,383**	**$ 5,072,809**	**$ 35,720**	**$ 4,691,216**	**$ 187,956**	**$ 5,098,907**	**4,799,260**
Non State School Support Formula Sources							
Local Sources							
1312 Tuition From Other Districts	-	**-**	-	-	-	-	23,153
1510 Earnings on Investments	250,000	**322,069**	-	322,069	(72,069)	50,000	388,401
1710 Admissions/Fees	7,500	**4,003**	-	4,003	3,497	7,500	3,272
1910 Rentals	5,484	**4,047**	-	4,047	1,437	3,600	4,036
1920 Donations from Private Sources	-	**-**	-	-	-	-	2,000
1943 Serv Provided to Charter School	76,128	**68,279**	-	68,279	7,849	72,198	66,653
1960 Recovery of Prior Year Expenditures		**-**	-	-	-		23,325
1990 Miscellaneous Local Revenue	24,800	**7,046**	-	7,046	17,754	24,800	24,786
1991 Miscellaneous ERATE	-	**-**	-	-	-	6,500	
Total Local Sources	363,912	**405,444**	-	405,444	(41,532)	164,598	535,627
							-
Intermediate Sources							
2102 Revenue through ESD	7,100	**6,404**	-	6,404	696	7,600	7,027
2800 HERT- Rev. in Lieu of Property Tax	-	**52**		52	(52)	7,600	7,027
Total Intermediate Sources	7,100	6,456	-	6,456	644	7,600	7,027
State/Federal Sources							
4200 Unrestrecited Fed		**871**		871			
Total State/Federal Sources	-	**871**	-	871	-	-	-
		-					
Other Sources							-
5300 Sale/Loss of Fixed Assets	-	**-**			-	-	38,582
5400 Beginning Fund Balance	6,700,000	**6,465,781**		6,465,781	234,219	670,000	6,716,065
Total Other Sources	6,700,000	**6,465,781**	-	6,465,781	234,219	670,000	6,754,647
		-					**-**
Total Non SSF Revenue	**$ 7,071,012**	**$ 6,878,551**	**$ -**	**$ 6,878,551**	**$ 193,332**	**$ 842,198**	**$ 7,297,301**
Total Resources	**$ 11,954,395**	**$ 11,951,360**	**$ 35,720**	**$ 11,569,767**	**$ 381,287**	**$ 5,971,105**	**$ 12,096,562**
		Less Estimated Requirements		**$ 5,719,127**			
		Estimated Ending Fund Balance		***$ 5,850,640***			
		Less Contingency & UEFB		***$ 5,467,217***			
		Estimated Unaudited Amount Underspent		***$ 383,423***			

Alsea School District 129J Other Funds Revenue and Expenditures Budget Vs. Actual For the Fiscal Year 2025-2026

Fund	Description	Budget	7/1/2025 Beginning Fund Balance	YTD Revenue	YTD Expenditures	Encumbrances	Balance Projected 6/30/26
200	Donations	59,200	2,730	27,000	15,096	-	14,634
203	Title 1A	45,861	-	52,995	46,730	6,266	(0)
205	Small Rural School Achievemer	31,898	-	6,848	6,848	-	(0)
206	Title III-A Immigration Grant	224	-	-	-	-	-
207	Pre-Employment Transition Prc	45,000	-	20,218	20,218	-	-
208	E-Rate Funds	26,355	150	-	-	-	150
210	IDEA, Part B611	58,652	-	3,322	-	3,322	0
216	IDEA, Part B619	401	0	401.15	401.15	0	-
220	Title V-B Reap	20.981	-	17.064	17.064	-	(0)
226	Early Indicator Intervention	806	0	1,158.88	1,158.88	0	-
227	Early Literacy Grant	61,481	-	62,037	62,037	-	-
228	After School Programs	3000	0	0	0	0	-
248	Federal School Improvement Fı	36,264	-	36,264	36,264	-	-
251	Student Investment Account	329,307	-	329,307	329,307	-	-
252	High School Success	71,199	-	71,200	71,200	-	-
253	Vision Screening	500	0	0	0	0	-
256	Carl Perkins	5,200	-	6,357	6,050	307	(0)
257	Baseball/Softball Program	3,750	3,707	-	-	-	3,707
259	Student Activity Funds	89,500	52,172	33,652	29,405	-	56,419
263	Forest Camp M99	13,698	-	13,473	13,473	-	0
265	Menstrual Dignity	900	0	0	0	0	-
272	Tap Seismic		-	-	3,500	-	
290	Bus Replacement Fund	296,219	162,159	61,852	91,228	-	132,783
298	Nutrition Services Grants	15,096	-	2,199	2,199	-	(0)
299	Nutrition Services	253,201	-	174,258	169,098	4,827	333
							-
310	Debt Service - 2021 Issue	129,621	34,838	100,328	100,000	-	35,166
							-
400	Capital Projects Funds	980,000	376,601	5,018	149,793	-	231,826
410	Bond 2021/OSCIM Grant	60,000	50,936	-	50,936	-	-
430	Seismic Rehabilitation Grant	2,000,000	514,425	1,852,665	2,374,454	-	(7,364)
610	Unemployment Reserve Fund	240,192	181,161	2,780	14,515	-	169,426
620	PERS Reserve	32,000	32,981	513	-	-	33,494
							-
	Grand Total	**$ 4,910,506**	**$ 1,411,860**	**$ 2,880,910**	**$ 3,610,974**	**$ 14,722**	**$ 670,574**

Alea School District Appropriations: Budget Vs. Actual For the Fiscal Year 2025-2026

	Appropriations	YTD	Encumbrances	Totals	Resolutions	(Over)/Under Budget
General Fund						
1000 Instruction	$ 2,755,130	**$ 2,380,396**	**$ 531**	$ 2,380,927		$ 374,203
2000 Support Services	$ 3,319,447	**$ 2,656,210**	**$ 1,818**	$ 2,658,028		$ 661,419
5200 Transfers	$ 412,601	**$ -**	**$ -**	$ -		$ 412,601
6000 Contingency	$ 500,000			$ -		$ 500,000
Sub Total	**$ 6,987,178**	**$ 5,349,995**	**$ 2,349**	**$ 5,352,344**		**$ 1,634,834**
Special Revenue Funds						
1000 Instruction	$ 714,554	**$ 506,978**	**$ 307**	$ 507,285		$ 207,269
2000 Support Services	$ 450,872	**$ 149,593**	**$ -**	$ 149,593		$ 301,279
3000 Community Services	$ 271,297	**$ 173,598**	**$ 15,669**	$ 189,267		$ 82,030
5100 Debt Service	$ 91,230	**$ 91,228**	**$ -**	$ 91,228		$ 2
Sub Total	**$ 1,527,953**	**$ 921,397**	**$ 15,976**	**$ 937,373**		**$ 590,580**
Debt Service Fund						
5100 Debt Service	$ 100,000	**$ 100,000**	**$ -**	$ 100,000		$ -
Sub Total	**$ 100,000**	**$ 100,000**	**$ -**	**$ 100,000**	**$ -**	**$ -**
Facility Funds						
4000 Facilities Acquisition	$ 3,040,000	**$ 2,575,183**	**$ -**	$ 2,575,183		$ 464,817
Sub Total	**$ 3,040,000**	**$ 2,575,183**	**$ -**	**$ 2,575,183**		**$ 464,817**
Internal Service Funds						
2000 Support Services	$ 272,192	**$ 14,515**	**$ -**	$ 14,515		$ 257,677
Sub Total	**$ 272,192**	**$ 14,515**	**$ -**	**$ 14,515**		**$ 257,677**
Total Appropriations	$ 11,927,323	$ 8,961,090	$ 18,325	$ 8,979,415		$ 2,947,908
Total Unappropriated	$ 4,996,838	$ -	$ -	$ -		$ 4,996,838
TOTAL	**$ 16,924,161**	**$ 8,961,090**	**$ 18,325**	**$ 8,979,415**		**$ 7,944,746**

Alsea School District General Fund: Statement of Expenditures Budget Vs. Actual For the Fiscal Year 2025-2026

Function	Budget 2025-2026	Actual YTD EXP 6/30/2026	Projected through 6/30/2026	Total Estimated 2025-26	(Over)/ Under Budget	% Committed		Budget 2024-25	Actual YTD Exp. 6/30/2025
Instruction									
1111 Elementary, K-5 or K-6	1,325,301	**1,077,473**	202	1,077,675	247,626	81%		1,336,914	1,061,403
1113 Elementary Extracurricular	3,808	**338**	-	338	3,470	9%		3,864	3,607
1121 Middle/Junior High Programs	298,438	**335,002**	90	335,092	(36,654)	112%		271,397	256,296
1122 Middle/Junior High School Extracurricular	51,539	**43,007**	9,268	52,275	(736)	101%		36,686	37,210
1131 High School Programs	477,973	**413,036**	215,897	628,933	(150,960)	132%		390,968	344,368
1132 High School Extracurricular	141,006	**119,301**	22	119,323	21,683	85%		149,995	112,017
1250 Programs for Students w/Severe Disabilities	452,386	**390,848**	82	390,930	61,456	86%		636,673	361,496
1291 English Second Language Programs	4,679	**1,393**	-	1,393	3,286	30%		8,359	1,436
Total Instruction	**$ 2,755,130**	**$ 2,380,396**	**$ 225,561**	**$ 2,605,957**	**$ 149,173**			**$ 2,834,856**	**2,177,833**
		-							
Support Services									
2113 Social Work Services	4,963	**942**	88	1,031	3,932			-	5,201
2114 Student Accounting Services	28,784	**28,355**	1,121	29,476	(692)	102%		28,801	29,494
2134 Nurse Services	12,000	**10,095**	-	10,095	1,905	84%		12,000	8,325
2142 Psychological Testing Services	50,200	**2,559**	13,538	16,097	34,104	0%		50,200	13,596
2152 Speech Pathology Services	50,450	**66,101**	-	66,101	(15,651)	131%		65,900	22,236
2160 Other Student Treatment Services	45,500	**-**	20,000	20,000				39,500	26,850
2190 Service Directions, Student Support Svcs	83,946	**79,984**	-	79,984	3,962	95%		82,526	61,818
2210 Improvement of Instruction Services	-	**-**	-	-				-	155
2222 Library/Media Center	1,250	**-**	-	-	1,250	0%		1,250	-
2230 Assessment and Testing	4,288	**4,177**	37	4,214	74	98%		4,368	4,292
2240 Instructional Staff Development	26,000	**1,875**	2,749	4,625	21,375	18%		26,000	4,625
2310 Board of Education	159,731	**52,304**	7,004	59,308	100,423	37%		161,200	59,853
2321 Office of the Superintendent Services	246,266	**230,829**	1,000	231,829	14,437	94%		266,441	261,667
2410 Office of the Principal Services	544,864	**464,593**	1,500	466,093	78,771	86%		502,660	435,304
2520 Fiscal Services	334,305	**301,692**	-	301,692	32,613	90%		355,450	247,060
2540 Operation & Maintenance of Plant Services	615,454	**462,538**	12,534	475,072	140,382	77%		609,241	470,276
2550 Student Transportation Services	1,017,695	**828,553**	24,000	852,553	165,142	84%		1,009,576	876,199
2660 Technology Services	93,751	**121,614**	-	121,614	(27,863)	130%		117,316	62,335
Total Support Services	**$ 3,319,447**	**$ 2,656,210**	**$ 83,571**	**$ 2,739,781**	**$ 550,234**			**$ 3,332,429**	**$ 2,589,285**
Other Requirements									
5200 Transfers of Funds	412,601	**313,389**	60,000	373,389	39,212	90.50%		963,407	896,402
6000 Contingency	500,000	**-**	-	-	500,000	100.00%		500,000	
7000 Unappropriated Ending Fund Balance	4,967,217	**-**	-	-	4,967,217	100.00%		4,333,913	
Total Other Requirements	**$ 5,879,818**	**$ 313,389**	**$ 60,000**	**$ 373,389**	**$ 5,506,429**			**$ 5,797,320**	**$ 896,402**
Total Requirements	**$ 11,954,395**	**$ 5,349,995**	**$ 369,132**	**$ 5,719,127**	**$ 6,205,835**	**$ -**		**$ 11,964,605**	**$ 5,663,521**

5. **New Business**

a. Annual Organizational Resolution 2026-27

Alsea School District 7J
Alsea, Oregon

Resolution: # 27-01

Annual Organizational Resolution

Be it resolved that the Alsea School District Board of Directors authorized the following appointments, identifications, and designations for the **2026-2027** school year as per state statue as follows:

1. Chief Administrative Officer	Stacy Knudson	ORS 332.515
2. District School Clerk	Stacy Knudson	ORS 332.515
3. Deputy Clerk/Business Manager	Stephanie Lewis	ORS 332.515
4. Budget Officer	Stacy Knudson	ORS 294.331
5. Custodian of Funds	Stacy Knudson/Stephanie Lewis	ORS 328.441
6. Depository of Funds	Citizens Bank and LGIP	ORS 328.441
7. Signors on Accounts	Stacy Knudson	
8. Fidelity Bond $125,000	Stacy Knudson	ORS 322.525
9. Auditor Designation	Pauly Rogers and Co., P.C.	ORS 297.405
10. Contract Review Board	Alsea School Board	ORS 279.055
11. Federal and State Grant Officer	Stacy Knudson	
12. Insurance Agent of Record	WHA Insurance	
District Insurance	WHA Insurance: $20,000,000 aggregate liability	
13. Borrowing Limit	$300,000 plus $100,000 option	
14. Posting Assignment	Albany Democrat-Herald and Corvallis Gazette Times	
15. Substitute Licensed Teacher Pay Rate	$266.16 per day/$30.42 hourly (8.75 day)	
OAR 581-005-0001	1/190 base teacher pay per day after 8th consecutive day for same teacher	
16. Board Meeting Schedule	Second Monday at 6:00 PM	
17. Set District Calendar	As per adopted District Calendar	
18. Attorney of Record	Nancy Hungerford, The Hungerford Law Firm, LLC	
19. Athletic Participation Fees	None	

20. Food Service Rates

	Lunch	Breakfast
K-5	Free	Free
6-12	Free	Free
Adult	$5.20	$2.95

Milk Rate = $.65

_____

Alsea School Board Chair Date

_____

Stacy Knudson, Superintendent Date

b. Election of Board Officers
c. Set Board Meeting Calendar

ALSEA SCHOOL DISTRICT 7J

Stacy Knudson, Superintendent
PO Box B * Alsea, OR 97324 * 541-487-4305 * Fax 541-487-4089
www.alsea.k12.or.us

Meetings are held on the 2nd Monday of every month at 6:00 PM

July 13, 2026	6:00 PM	Regular School Board Meeting
August 10, 2026	6:00 PM	Regular School Board Meeting
September 14, 2026	6:00 PM	Regular School Board Meeting
October 12, 2026	6:00 PM	Regular School Board Meeting
November 9, 2026	6:00 PM	Regular School Board Meeting
December 14, 2026	6:00 PM	Regular School Board Meeting
January 11, 2027	6:00 PM	Regular School Board Meeting
February 8, 2027	6:00 PM	Regular School Board Meeting
March 8, 2027	6:00 PM	Regular School Board Meeting
April 12, 2027	6:00 PM	Regular School Board Meeting
May 10, 2027	6:00 PM	Regular School Board Meeting
June 14, 2027	6:00 PM	Regular School Board Meeting

Revised 7/13/2026

d. Seismic Rehabilitation Grant Program Award Letter

June 5, 2026

Stacy Knudson, Superintendent
Alsea School District
301 S 3rd Street
Alsea, Oregon 97324

RE: Award for Seismic Rehabilitation Grant Program, Alsea School West Classroom Wing

Dear Superintendent Knudson:

Congratulations! The above referenced project was chosen for funding in this round of Seismic Rehabilitation Grant awards. The bond sale to fund the May 2026 awards is scheduled for June 2026. After the sale the project will be receiving a grant in the amount of $2,493,200.

The legal obligations for funding and for reimbursement of project expenses are subject to execution of a contract between the district and the State of Oregon acting by and through the Oregon Business Development Department – Infrastructure Finance Authority.

Once the bond sale has been completed contract documents will be delivered to you for your review and signature. **Funds cannot be spent for any project activity that will be using the grant funding until the contract has been fully executed.**

As a reminder, the project is also subject to review and compliance with the Oregon State Historic Preservation Office. The Oregon SHPO Clearance Form is available for download on their web site or by contacting me at (503) 986-0132 or gloria.zacharias@biz.oregon.gov

We are pleased to be able to offer this assistance to your facility and the community. We look forward to partnering with you to complete this vitally important project.

If you have any questions or need further information please let me know.

Sincerely,

Gloria Zacharias

Gloria Zacharias, PCED
Program and Policy Coordinator

e. ZCS - Proposal and Finding of Facts

EXEMPTION FROM COMPETITIVE BIDDING FOR A PUBLIC IMPROVEMENT

ALSEA SCHOOL DISTRICT #7J EXEMPTION FROM COMPETITIVE BIDDING FOR A PUBLIC IMPROVEMENT NOTICE OF PUBLIC HEARING

The Board of Directors of the Alsea School District, acting as the Local Contract Review Board (LCRB), will conduct a Public Hearing at 6:00 PM on Monday, August 10, 2026 at the Alsea School Board room. The purpose of the public hearing is to hear comments on the District's draft Findings in support of an exemption from competitive bidding under ORS 279C.335(2) for the West Wing Seismic Rehabilitation Project. The District is requesting the exemption to allow the use of an alternative procurement method known as "Construction Manager/General Contractor (CM/GC) Request for Proposals." The CM/GC contracting method involves the CM/GC in creating a final constructible design, allowing potential costs and schedule risks to be addressed early. Selection of the CM/GC will be based on a combination of qualifications, technical approach, and fee. If approved by the LCRB, the exemption from competitive bidding will permit the District to engage in a Request for Proposals process for the procurement of a CM/GC for the Project. Copies of the draft Findings are available for review by contacting the District's Owner's Representative, Chris Giggy, by e-mail at chris@imsoregon.com.

Published in the Oregon DJC July 20, 2026

FINDING OF FACTS FOR THE USE OF THE CM/GC CONTRACTING METHOD

Before the Board of Directors of the Alsea School District
Sitting as Local Contract Review Board
Regarding the Alsea West Wing Seismic Rehabilitation Project

The Alsea School District (the District) has been awarded a grant from the State of Oregon to cover the costs associated with seismic rehabilitation of the Alsea School west classroom wing, library and boiler room (the Project). Initial planning has been completed and design will be initiated in August when the grant award is finalized. Construction activities will begin in May 2027 with the expectation that the majority of the work will be completed over that summer when school is not in session. The budget for completing this work is limited, the schedule is short duration and critical to occupancy for the following school year, there is a high potential for unforeseen existing conditions during construction, and safety is a primary concern.

In consideration of these facts, an alternative method of construction is proposed as an exception to the standard Public Contracting Statutes and Rules. Therefore, under Oregon Statutes and the following findings, the District is recommending use of the Construction Management/General Contractor (CM/GC) method of construction contracting.

The guiding applicable statute is ORS 279C.335 which requires, with certain exemptions, that all public contracts be based on competitive bidding and be awarded to the lowest responsive and responsible bidder. ORS 279A.060 and ORS 279C.335(2) permit the School Board to act as the public contract review authority and to grant, under certain conditions and upon certain findings, specific exemptions from the requirement for competitive bidding.

Finding of Fact

Use of the CM/GC method to construct the Project will: (1) reduce the risk of financial and schedule impacts to the District; (2) allow the District to select a contractor with verified expertise required for the Project; (3) benefit the public by improving safety and coordination during construction; and (4) not encourage favoritism or diminish competition.

Specific findings which substantiate these conclusions are as follows:

1. Finding: The CM/GC method will reduce the risk of financial and schedule impacts to the District.
    a. Reduced Financial Risk: The projects will take place during challenging economic conditions for construction. A large number of projects are underway in Oregon, especially infrastructure upgrades for schools and public facilities. Labor and material costs are escalating. As a result, there is a high probability of contractor default from extending themselves

beyond their capabilities and financial means. It would be very costly and disruptive if such a failure occurred during work on this project. Using the CM/GC process will allow the District to look deeply into the general contractor's workload and financial strength and eliminate participation by those companies who do not have the financial strength to successfully complete the project.

b. Guaranteed Maximum Price (GMP): GMP contracting establishes a maximum cost prior to starting construction: The CM/GC will be able to obtain a complete understanding of the District's needs, the design intent and the scope of the project by participating in the development of the design documents. With the CM/GC's participation in the design phase of the project, they will offer suggestions for cost savings and improvements to the design. With the benefit of this knowledge, the CM/GC will be able to estimate the maximum price paid by the District before completing the final design and allow final adjustments for a GMP as necessary to stay within budget.
c. Schedule Development With the CM/GC: With the general contractor's active participation during design, they will have a thorough knowledge of construction scope and be able to accurately predict the schedule to complete the work. They will also contribute ideas for construction phasing to eliminate impacts. With this process, schedule delays will be minimized. Liquidated damages will also be included in the CM/GCs contract to further reduce the risk of schedule delays.
d. Fewer Change Orders: When the CM/GC participates in the design process, fewer change orders will occur during the construction process. This is due to the CM/GC's better understanding of the District's needs, the designer's intent, and their feedback on construction document details during design. As a result, the project is more likely to be completed on time and within budget.
e. GMP Change Orders Cost Less: The traditional Design-Bid-Build method typically results in contractors charging 15% mark-up on change orders. The CM/GC method applies predetermined mark-ups. The current industry standard for mark-up is in the range of 5% to 7%.
f. GMP Savings: Unlike the Design-Bid-Build method, the District will enjoy full savings with the CM/GC method. When the general contractor completes the project, actual costs are reviewed against the GMP and any savings are returned to the District.

2. Finding: The CM/GC method will allow the District to select a contractor with verified expertise required for the Project. Using the selection process described in Findings #4 below, the contractor's experience on similar project can be confirmed along with contacting references to validate their performance on cost, schedule, quality, communication and safety.

3. Finding: The CM/GC process will benefit the public by improving safety and coordination during construction. Specification will be developed requiring the contractor to provide for the public safety. However, there is often a large gap in

the knowledge between contractors who can properly implement these safety requirements and maintain good public relations. Through the CM/GC selection process, the District will be able to select a contractor with a proven safety record and who is committed to fully implementing a comprehensive safety and communication plan.

4. Finding: Competition will not be inhibited nor will favoritism be encouraged as a result of this exemption. The CM/GC will be selected through a competitive process in accordance with a fee and qualification-based process.
    a. Solicitation Process: Pursuant to ORS 279C.360 the CM/GC Request for Proposal (RFP) solicitation will be advertised in local and regional publications of general and industry-specific circulation.
    b. Full Disclosure: To ensure full disclosure of information, the RFP will include the following information:
        i. Detailed Description of the Project
        ii. Contractual Terms and Conditions
        iii. Selection Process
        iv. Evaluation Criteria
        v. Role of the Evaluation Committee
        vi. Provision for Comments
        vii. Complaint Process and Remedies
    c. Selection Process: The selection process will include the following.
        i. Interested parties will participate in a mandatory pre-proposal meeting where the proposal requirements will be shared along with available project information.
        ii. During the pre-proposal period, interested parties will be able to ask questions and request clarifications if they believe that any of the terms and conditions of the solicitation are unclear, inconsistent with industry standards or unfair and unnecessarily restrictive of competition.
        iii. Sealed proposals will be submitted to the District's office at a time specified in the advertisements.
        iv. The following evaluation process will be used:
            1. Proposals will be evaluated for completeness and compliance with the requirements of the RFP.
            2. Proposals considered complete and responsive will be evaluated to determine if they meet the qualifying criteria of the RFP. Those proposals that do not meet the requirements will be rejected.
            3. Proposals will be independently scored against predetermined criteria by the voting members of the Evaluation Committee. Scores will be combined and assigned to each proposal.
            4. The Evaluation Committee will select finalists from the highest ranked proposals for interviews unless a clear selection of the top firm is made by the Committee.

5. The Evaluation Committee may conduct interviews.
6. The Evaluation Committee may use the interviews to clarify questions and finalize scoring. Based on the final scoring, the Evaluation Committee will rank the proposals and provide an award recommendation to the School Board.
7. Following approval by the School Board, the District will offer a contract to the top ranked firm. If an agreement cannot be reached, the District will have the option to enter into an agreement with the second ranked firm, and so on.

v. Competing CM/GC firms will be notified in writing of the selection of the apparent successful proposal and will be given seven calendar days after receipt of the notice to tender questions or concerns about the selection process to the District.
vi. The contract with the CM/GC will require an open and competitive selection process for all components of the project as well as encourage the use of local qualified subcontractors.

5. Finding: The District has engaged a knowledgeable Owner's Representative and Project Manager to provide the necessary expertise and assistance to the District in managing the CM/GC contracting procedure and process for the advantage of the District.

6. Finding: There will be no impact to the funding source as a result of this exemption. The District's funding source for this project will remain the same whether accomplished through a traditional Design-Bid-Build process or through the CM/GC process.

7. Finding: There will be no adverse impact on the operation or budget if this exemption is provided. Whether this project is secured through a traditional Design-Bid-Build method or through the CM/GC process, the operational and budgetary impact will be the same other than the potential savings mentioned in Finding #1.

Conclusion of Findings of Fact

BE IT RESOLVED: It is in the best interest of the Alsea School District to utilize the CM/GC project delivery method for the Alsea School West Wing Seismic Rehabilitation Project. The CM/GC method will: (1) reduce the risk of budget and schedule impacts to the District; (2) allow the District to select a contractor with verified expertise required for the Project; (3) benefit the public by improving safety and coordination during construction; and (4) not encourage favoritism or diminish competition.

_____ _____

Chairperson of Board of Directors Date

FINDING OF FACTS FOR
DIRECT APPOINTMENT OF ENGINEER

Before the Board of Directors of the Alsea School District
Sitting as Local Contract Review Board
Regarding the Alsea West Wing Seismic Rehabilitation Project

The Alsea School District (the District) has been awarded a grant from the State of Oregon to cover the costs associated with seismic rehabilitation of the Alsea School west classroom wing, administrative offices, library and boiler room (the Project). A detailed assessment and approach was completed by ZCS Engineering in order to procure the grant. Design services are needed as soon as the grant agreement is finalized in early August so that construction will be completed over the following summer when school is not in session. The overall project schedule is short duration and completion is critical to occupancy for the following school year.

In consideration of these facts, the District intends to directly appoint ZCS Engineering (the Engineer) for final design of the Project. The guiding applicable statute is ORS 279C.115 which allows a contracting agency to directly appoint a consultant for engineering services if the project is a continuation of the same scope of work.

Finding of Fact

Direct appointment of the Engineer will: (1) enable the Project to be completed on schedule; (2) ensure a quality design is completed in the shortest time possible; (3) provide excellent delivery and coordination during the Project; and (4) not result in additional costs to the Project.

Specific findings which substantiate these conclusions are as follows:

1. Finding: Direct appointment of the Engineer will enable the Project to be completed on schedule. Ordinarily, selection of a design team through a Request for Qualifications process followed by a fee and proposal negotiation takes 2 to 3 months. In this case, that would mean starting design in September or later. Allowing for a 6 to 7 months for design followed by 2 months for permitting, construction procurement could not begin before May next year which means construction could not start until mid-summer. The seismic upgrade work for this Project is very invasive and cannot occur when the building is occupied. Therefore, using a typical procurement process to select the design team will result in students and staff not having access to the gym, offices and adjacent areas for several months after school begins. Additionally, construction noise and activities will disrupt teaching in areas of the building that can be safely occupied. This puts an unreasonable burden on the District and will severely impact their ability to teach students unless design begins as soon as the grant agreement is finalized in early August.

2. Finding: Direct appointment of the Engineer will ensure a quality design is completed in the shortest time possible. The proposed Engineer was selected to prepare the detailed assessment and application for the seismic grant that was awarded to the District. From this assessment and other projects they have recently completed at the school, they are intimately familiar with the scope of work for this Project. In addition, they have proven expertise in successfully completing similar projects for school districts in Oregon. By using this design team versus other potential firms, the District is assured they will receive a high quality design that is consistent with the budget and requirements of the grant. The Engineer's familiarity with the school and the seismic assessment also ensures that design can be completed in the shortest possible schedule.

3. Finding: Direct appointment of the Engineer will provide excellent delivery and coordination during the Project. The proposed Engineer has completed other projects at the school recently. Their performance throughout these projects has been excellent. They are experienced, detailed, thorough, responsive, communicative, consistently meet project deadlines, resolve issues quickly as a team, provide additional services quickly and efficiently, work to minimize change orders and have excellent relationships with the District. The District is assured that, even with a direct appointment, the proposed Engineer will complete this project with excellence which relieves the District of the burden associated with firms who do not perform to this level.

4. Finding: Direct appointment of the Engineer will not result in additional costs to the Project. With approval to directly appoint the Engineer, a fee for design services will be negotiated. This fee will be benchmarked against typical fees for similar services to ensure it is fair. Moreover, the established contract terms from recent agreements with the Engineer will be referenced in the new agreement for this Project so that the District is adequately protected. The District will not pay more for services by directly appointing the Engineer and will save the time and expense associated with using a Request for Qualifications process for selection.

5. Finding: The District has engaged a knowledgeable Owner's Representative and Project Manager to provide the necessary expertise and assistance to the District in managing the design team and negotiating the agreement for this Project to the advantage of the District. This Project Manager has prior experience with the proposed Engineer and is familiar with potential issues and risks so they can be addressed in advance.

6. Finding: There will be no adverse impact on the operation or budget if this exemption is provided. Whether the design team is selected by direct appointment or by a Request for Qualifications process, the operational and budgetary impact to the Project will be similar.

Conclusion of Findings of Fact

BE IT RESOLVED: It is in the best interest of the Alsea School District to directly appoint ZCS Engineering for the Alsea School West Wing Seismic Rehabilitation Project. The direct appointment will: (1) enable the Project to be completed on schedule; (2) ensure a quality design is completed in the shortest time possible; (3) provide excellent delivery and coordination during the Project; and (4) not result in additional costs to the Project.

_____ _____

Chairperson of Board of Directors Date

f. CCPL Alsea SD 7J: Quarterly Coaching Summary Report

innovative solutions for equitable education

Quarterly COACHING SUMMARY REPORT

District Name: **Alsea School District**

Service Order: #39407-6

Quarter: **Quarter 3 (May 1, 2026 - June 30, 2026)**

Vendor Contacts

- Kyle Laier - kyle.laier@inflexion.org
- Rachel Phillips - rachel.phillips@inflexion.org
- Michelle Liebhardt - michelle.liebhardt@inflexion.org

Quarterly coaching summaries will be used to:

- Communicate progress on the coaching plan with the coaching recipient

In addition,

- ODE will use information from coaching services summaries to track progress and to communicate with external parties (i.e. legislators) progress on coaching services.
- Provide documentation that will allow ODE to pay for invoices associated with the contract.

Instructions:

- Prepare this report for the coaching recipient each quarter that you provide services.
- If an activity or service will exceed 8 hours, please describe the break-down of hours in the summary section.
- Include information on the metrics you've identified on the coaching plan in each report.
- Submit the completed Quarterly Coaching Summary Report at the same time as invoices to the Vendor Smartsheet Submission Form.
    - ODE CCPL staff will then share the report with the coaching recipient and their team on your behalf.
    - Please include the names and emails of any of your team members that you'd like to copied in the email here: michelle.liebhardt@inflexion.org, rachel.phillips@inflexion.org, kyle.laier@inflexion.org

Coaching Services and Activities

Activity or Service	Date of Service	Summary	Total Hours (V/IP)
D. Support development of maxims	5/6/2026, 5/20/2026, 6/3/2026, 6/17/2026	Kyle Laier met with Stacy Knudson	8 (V)
F. Progress monitoring and preparation of quarterly coaching reports.	6/24/2026	Kyle Laier, Michelle Liebhardt, and Rachel Phillips prepared quarterly coaching report for Q3.	2 (V)
		TOTAL HOURS	**Virtual (V): 10**

Summary of Strengths/Observations & Next Steps

Date: 6/17/26

Strengths Observed: Superintendent has shown great persistence and adaptability in overcoming the challenges of low community engagement. This commitment to elevating student and community voice will be deeply impactful in establishing a baseline of trust within the community and set up future work around shared identity and vision for readiness.

Areas of growth: Continue to build collaborative leadership structures that can help overcome resistance from the community to engage in the work.

Measuring Progress: Life ready protocol survey engagement following additional steps to get responses. Information from activity and survey to develop district maxims (shared identity).

Next Steps:

a. **Vendor**
    - Propose districtwide maxims.
b. **Coaching Recipient**
    - District is continuing to make additional efforts to engage the community, staff and students in completing the life ready survey.

Note any coaching plan adjustments here: Community engagement has been challenging, and has required additional coaching sessions to support the work. At this point we have exhausted the funding available in this CCPL contract, however we will be continuing to coach the superintendent through the end of the maxims development process which will continue into the fall.

g. Superintendent Evaluation Schedule

Superintendent Evaluation Planning Worksheet
2026-27

Phase	Date	Activity	Completed
Pre-Evaluation Planning	August	Calendar Evaluation Dates	
	August	Approve evaluation standards & process (vote)	
	October	Establish Superintendent Goals	
Quarterly Check-ins	October	Fall Check-in	
	December	Winter Check-in	
	February	Superintendent Self-evaluation	
Gathering Information	March	Individual board member rating submitted	
Compiling Results	March	Board compiles results and presents to the Superintendent	
	March	Board & Superintendent meet to discuss results (Executive Session)	
Conclusion	May	Presentation and approval of evaluation summary	

h. New Playground Funding



TRUST *the* EXPERTS

For over a decade, our customers have entrusted us to provide safe and affordable playground and recreational equipment. Our team of Certified General Contractors and Playground Safety Inspectors will insure that your project is completed to perfection, providing truly turnkey service, with every step of the process from planning and budgeting, through the installation being handled under one roof.

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The Play & Recreation Experts

1-800-573-7529 | www.proplaygrounds.com

PRO PLAYGROUNDS
The Play & Recreation Experts

Pro Playgrounds
8490 Cabin Hill Road
Tallahassee, FL 32311

Quote

Date	Estimate #
7/9/2026	64124

Project Name
PG

IPEMA CERTIFIED to ASTM F1292 | IPEMA CERTIFIED to ASTM F2075 | IPEMA CERTIFIED to ASTM F1487

GUARANTEED BEST PRICE GUARANTEED

WE WILL BEAT ANY PRICE BY 5%!

Customer / Bill To	Ship To
Alsea Elementary-Middle-High School Keenan Elbers 301 S 3rd St. Alsea, OR 97324	Alsea Elementary-Middle-High School Keenan Elbers 301 S 3rd St. Alsea, OR 97324

Item	Description	Qty	Cost	Total:
	Furnish labor and materials to: 1.) Install 1 Easy Breezy Playground System 2.) Install 55 tons of aggregate rock subbase at a 4" depth 3.) Install 1,536 square feet of poured in place rubber surfacing with a 3" SBR thickness (8' fall height compliance) with a 50% color and 50% black tpv .5" granule mix (3.5" total rubber thickness) over an aggregate rock subbase. 4.) Install 1,824 square feet of poured in place rubber surfacing with a 2" SBR thickness (6' fall height compliance) with a 50% color and 50% black tpv .5" granule mix (2.5" total rubber thickness) over an aggregate rock subbase. **NOTES** -Demo of current surfacing and playground equipment not included in estimate **PLAYGROUND EQUIPMENT**			

AGREED AND ACCEPTED:
If the above total price, scope of work, specifications, terms and conditions are acceptable, sign below indicating your acceptance and authorization for Pro Playgrounds to proceed with the work and/or sales transaction described in this quotation. Upon signature and payment in accordance with this quote, Pro Playgrounds will proceed with the work and/or sales transaction.

Signature _____ Name / Title _____ Date ___/___/___

Subtotal:	
Sales Tax: (7.5%)	
Total:	

Terms and Conditions - Price valid for 30 days and subject to change. 1. If installation is not included with your purchase, client will be responsible for coordinating, receiving and unloading of all goods, delivery drivers will not help unload goods. 2. Client will be responsible to inspect goods for defect, damage or missing parts, any deficiency or missing parts must be noted on delivery slip. 3. Client will be responsible for costs due to cancelled or missed delivery appointments. 4. Client has reviewed all items, colors and descriptions on this quote for accuracy and correctness. 5. If quote includes installation of goods, the installation is subject to the terms and conditions of Pro Playgrounds "Standard Installation Agreement" a copy of which may be obtained from your Sales

PRO PLAYGROUNDS
The Play & Recreation Experts

Pro Playgrounds
8490 Cabin Hill Road
Tallahassee, FL 32311

Quote

Date	Estimate #
7/9/2026	64124

Project Name
PG

GUARANTEED BEST PRICE GUARANTEED

WE WILL BEAT ANY PRICE BY 5%!

Customer / Bill To	Ship To
Alsea Elementary-Middle-High School Keenan Elbers 301 S 3rd St. Alsea, OR 97324	Alsea Elementary-Middle-High School Keenan Elbers 301 S 3rd St. Alsea, OR 97324

Item	Description	Qty	Cost	Total:
25-PKP311P	Easy Breezy - Primary	1	39,271.00	39,271.00
Shipping	Combined Shipping and Freight Charges	1	6,213.00	6,213.00
	SURFACING MATERIALS			
TPV-CT24	Color TPV Granules T	70	127.00	8,890.00
TPV-BT	Premium 1350 Black Granules T	70	37.00	2,590.00
SBRT	SBR Buffings T	373	38.00	14,174.00
ARODT	PremArc Aromatic T Binder Drum	9	1,768.90	15,920.10
AROPT	PremArc Aromatic Binder-T Pail	1	165.00	165.00
Shipping	Combined Shipping and Freight Charges	1	4,200.00	4,200.00
	RAW MATERIALS			
CC80	Concrete for Anchoring - Delivered Cost	128	8.40	1,075.20
AGG	Locally sourced crushed aggregate base materials (ABC Crush and Run Typical)	55	45.00	2,475.00
	LABOR AND INSTALLATION			
LBR	Labor and Installation - Playground Equipment	1	21,468.70	21,468.70
LBR	Labor and Installation - Poured in Place Surfacing	1	23,557.00	23,557.00
DSC	Discount - valid for 30 days		-9,000.00	-9,000.00

AGREED AND ACCEPTED:
If the above total price, scope of work, specifications, terms and conditions are acceptable, sign below indicating your acceptance and authorization for Pro Playgrounds to proceed with the work and/or sales transaction described in this quotation. Upon signature and payment in accordance with this quote, Pro Playgrounds will proceed with the work and/or sales transaction.

_____ / /
Signature Name / Title Date

Subtotal:	$130,999.00
Sales Tax: (7.5%)	$0.00
Total:	$130,999.00

Terms and Conditions - Price valid for 30 days and subject to change. 1. If installation is not included with your purchase, client will be responsible for coordinating, receiving and unloading of all goods, delivery drivers will not help unload goods. 2. Client will be responsible to inspect goods for defect, damage or missing parts, any deficiency or missing parts must be noted on delivery slip. 3. Client will be responsible for costs due to cancelled or missed delivery appointments. 4. Client has reviewed all items, colors and descriptions on this quote for accuracy and correctness. 5. If quote includes installation of goods, the installation is subject to the terms and conditions of Pro Playgrounds "Standard Installation Agreement" a copy of which may be obtained from your Sales



i. Kings Valley Transportation Contract

TRANSPORTATION AGREEMENT

CONTRACT #: ALSD 26-01

PARTIES:

Alsea School District ("ASD")

Address for notice purposes:
PO Box B, Alsea OR 97324

AND

Kings Valley Charter School ("KVCS")

Address for notice purposes:
38840 Kings Valley Hwy Philomath, OR 97370

DATED: 7/1/2026

1. **Term.** The term of this Agreement shall begin on the date set forth above and shall expire on June 30, 2027, unless otherwise extended or terminated under Section 8.

2. **Description of Services to be Provided.** The ASD will provide school bus transportation to the KVCS. The services (the "Services") to be provided are:

2.1. Home or local area transportation to and from school.

2.2. Field Trips Transportation

2.3. Sports Transportation

2.4. Academic and enrichment summer activities.

All Drivers who provide Services for KVCS are employees of the ASD. As such, they are subject to regulations; ASD Board Policies; wage schedules, the ASD Employee Handbook, and any other operating guidelines that pertain to transportation, including Type 10 vehicles owned by ASD.

KVCS will have the right to determine the school year scheduled days, start, and end times. KVCS will notify ASD of the upcoming school year schedule by July 1 for each upcoming school year. Changes during the school year will be discussed with ASD bus management to ensure the availability of buses and drivers.

KVCS will provide dispatch support, including parent communication, while buses are en route, and route organization. Student discipline issues will be the responsibility of the KVCS administration, with the caveat that ASD will be included in the determination of student safety.

3. **Amount of Contract: Payments.**

3.1. Invoicing for ASD Oregon Department of Education ("ODE") Reimbursable Expenses: During each fiscal year, for the expenses paid by ASD, KVCS will reimburse ASD, at the current ODEposted rate, all applicable operation and administrative costs related to transportation costs provided by the ASD within 15 days of receiving the invoice. The invoice details include Mechanic hours, reimbursable hours, and non-reimbursable hours for activities such as sports or summer camps. Mileage details will be made available on request.

3.2. The administrative cost of Four Thousand and no/100 Dollars ($4000) will be billed monthly for each month of service. The KVCS will be reimbursed a minimum of 80% of the fee each month, with the expectation that KVCS shall ultimately receive 90% reimbursement at such time that ASD and KVCS periodically reconcile the amounts reimbursed by ODE, which shall be no less than annually. If the ODE reimbursement rate changes, the amount owed will be adjusted to reflect the ODE rate.

3.3. Invoicing for ASD expenses not reimbursed by the ODE: During each fiscal year, for the expenses paid by ASD, KVCS will reimburse ASD. KVCS will reimburse ASD within 15 days of receiving the invoice. Wages

for non-reimbursed expenses will be based on time sheets. Fuel expenses will be estimated based on the bus miles per gallon and the fuel price during the month of the trip.

3.4. Asset responsibility: KVCS will be responsible for providing capital to purchase or funds to lease assets for the use of KVCS transportation. ASD will transfer all reimbursements, including but not limited to Federal and State reimbursements for the depreciation of assets. ASD will keep all assets insured for the replacement value of the asset.

3.5. Reimbursement of KVCS Expenses: During the current fiscal year, for the expenses paid by KVCS, the KVCS will submit proof of the expenditure and invoice to the ASD within 15 days after the end of each month. ASD will pay the KVCS any eligible amount reimbursable by the ODE. The timing of the payment to KVCS will be 150 days after the ASD receives reimbursement from the ODE.

3.6. Reimbursement Rate: ASD will give KVCS notice of any changes to the current fiscal year reimbursement rate within 15 days of the posting by the ODE.

3.7. Reconciliation of previous school years. ASD will notify KVCS of changes from the ODE rate of reimbursement within 30 days of the posting by the ODE. Either party must pay any shortfall or gain resulting from a rate change within 120 days unless mutually agreed upon by both parties.

4. Compliance with Laws. The parties shall obey all applicable federal, state, and local laws and regulations in providing school bus transportation.

5. Independent Contractor Status; Right to Delegate. In performing the Services, ASD is an independent contractor and ASD will take or forbear from taking all such action as may be necessary or appropriate to establish and maintain its status as an independent contractor. As an independent contractor, ASD shall accept any directions issued by the KVCS, but ASD shall be solely responsible for the manner and working hours in which it shall perform the Services. Neither party (nor any of its employees or subcontractors) shall be deemed an agent, partner, joint venture, or related entity of the other party by reason of this Agreement. Nothing in this Agreement shall restrict ASD from contracting services for ASD.

6. Services to Other Charter Schools; No Conflicting Interests. ASD's obligations to perform the Services for KVCS shall not be exclusive, and ASD shall, at all times, be free to perform the same or similar Services for others. ASD is not a party to any existing or proposed agreements that may adversely affect ASD's ability to render the Services and shall not enter into any such agreement before the Services have been completed.

7. Confidential Information; FERPA. ASD shall use its best efforts to keep confidential any information about KVCS that is intended by KVCS not to be disclosed, and ASD shall not disclose such information to any party for any reason unless KVCS has authorized the disclosure. This does not include information that (i) is now or becomes generally known or available to ASD or to the public by some means other than an act by or failure to act by ASD; (ii) is given by any third party to ASD without restriction or disclosure; (iii) is known by ASD before entering into this Agreement. All work product created by ASD in performing the Services shall be the joint property of KVCS and ASD. The ASD and KVCS acknowledge and agree that under Oregon Law and 20 U.S.C. § 1232g, the Family Educational Rights and Privacy Act ("FERPA") including any regulations promulgated thereunder, each party has certain obligations with regard to maintaining the security, integrity and confidentiality of "education records", as that term is defined by FERPA. The parties agree that they shall perform their obligations under this Agreement in compliance with FERPA and any regulations promulgated thereunder. The Parties shall also maintain Student records in accordance with any other applicable state, local and federal laws.

8. Termination and Extension. This Agreement may be terminated before the expiration date stated in Section 1 (i) by mutual consent of the parties, (ii) by KVCS for any reason upon sixty (60) days written notice to ASD, or (iii) by ASD upon sixty (60) days prior written notice prior to the end of the then-current fiscal year unless ODE terminates reimbursement of funds attributable to the Services set forth herein in which case ASD may terminate this

Agreement with as much notice as reasonably possible with the effective date of such termination being the date upon which ODE ceases to provide reimbursement for the Services. Upon termination, ASD will give KVCS its final bill for Services rendered up to the date of termination, and KVCS will pay such bill as quickly as possible; KVCS will have no obligation to ASD under Section 3 beyond the value of Services to the date of termination. ASD's obligation under Section 7 to keep information confidential shall continue in effect even after termination; however, such confidentiality obligation shall not apply to information that ASD obtains after termination. Except as provided in this Section, termination shall not affect any right, liability (including payment for Services rendered), or obligation of either party that accrued before the effective date of termination, but neither party shall have any further rights or obligations arising after the effective date of termination (or the expiration under Section 1).

This Agreement shall automatically renew beyond the expiration date stated in Section 1 unless either party notifies the other in writing of non-renewal at least 60 days prior to the end of the then-current fiscal year. The parties agree to meet annually prior to April 30, to review the previous year and make any mutually agreed upon adjustments. Any changes to this Agreement shall be documented by an amendment to this Agreement that includes the revised expiration date and a revised scope of Services, if applicable. The amendment must be signed and dated by both parties.

If the agreement is terminated for any reason, ASD will transfer title and all ownership to the KVCS for any buses, equipment or other assets acquired to provide transportation services to KVCS. KVCS will be responsible for the remaining lease or loans. KVCS will fully assume all outstanding liabilities of the buses or other assets, effective as of the date of such transfer and, if necessary, will take all steps necessary to fully release ASD from such liabilities.

9. **Insurance.** ASD shall, at its expense, procure and maintain during the term of this Agreement General Liability and Automotive Liability Insurance, in such amounts and with such endorsements as ASD determines is reasonable, to protect ASD, its drivers, and other ASD personnel. KVCS shall, at its expense, procure and maintain during the term of this Agreement General Liability Insurance with limits of not less than $1,000,000 per occurrence and $2,000,000 aggregate.

9.1. The insurance procured by ASD shall designate KVCS as an additional insured and provide that no coverage shall be canceled except by thirty (30) days' written notice to KVCS. ASD shall provide KVCS with a certificate of insurance evidencing compliance with this Section upon execution of this Agreement and, as to renewals, within ten (10) days of such renewal date.

9.2. The insurance procured by KVCS shall designate ASD as an additional insured and provide that no coverage shall be canceled except by thirty (30) days' written notice to ASD. KVCS shall provide ASD with a certificate of insurance evidencing compliance with this Section upon execution of this Agreement and, as to renewals, within ten (10) days of such renewal date.

10. **Indemnification.** Subject to the limits of the Oregon Tort Claims Act and the Oregon Constitution, KVCS (the "KVCS Indemnitor") shall indemnify, defend, and hold ASD and its officers, directors, stakeholders, employees, agents, and representatives (collectively, the "ASD Indemnitees") harmless from and against any claim, liability, damage, or loss, or any cost or expense in connection therewith (including reasonable attorney fees), whether suffered directly or from a third-party claim arising out of (a) any damage to any person or property caused by the use by KVCS or its employees, agents, invitees, or contractors or subcontractors of the buses or other assets provided by ASD; or (b) any breach or violation of any term of this Agreement by KVCS. Notwithstanding the foregoing, KVCS shall have no obligations hereunder for claims, liabilities, damages, or losses arising from the gross negligence or willful misconduct of ASD. KVCS shall have control of the defense and settlement of any claim that is subject to this Section; however, neither KVCS nor any attorney engaged by KVCS shall defend the claim in the name of ASD, nor purport to act as

legal representative of ASD, without first receiving from ASD authority to act as legal counsel for ASD, nor shall KVCS settle any claim on behalf of ASD without the approval of ASD. ASD may, at its election and expense, assume its own defense and settlement in the event that ASD determines that KVCS is prohibited from defending ASD or is not adequately defending ASD's interests or that an important governmental principle is at issue and ASD desires to assume its own defense. The provisions of this Section shall survive the expiration or termination of this Agreement.

Subject to the limits of the Oregon Tort Claims Act and the Oregon Constitution, ASD (the "Indemnitor") shall indemnify, defend, and hold KVCS and its officers, directors, stakeholders, employees, agents, and representatives (collectively, the "Indemnitees") harmless from and against any claim, liability, damage, or loss, or any cost or expense in connection therewith (including reasonable attorney fees), whether suffered directly or from a third-party claim arising out of any breach or violation of any term of this Agreement by ASD. Notwithstanding the foregoing, ASD shall have no obligations hereunder for claims, liabilities, damages, or losses arising from the gross negligence or willful misconduct of KVCS. ASD shall have control of the defense and settlement of any claim that is subject to this Section; however, neither ASD nor any attorney engaged by ASD shall defend the claim in the name of KVCS, nor purport to act as legal representative of KVCS, without first receiving from KVCS authority to act as legal counsel for KVCS, nor shall ASD settle any claim on behalf of KVCS without the approval of KVCS. KVCS may, at its election and expense, assume its own defense and settlement in the event that KVCS determines that ASD is prohibited from defending KVCS or is not adequately defending KVCS's interests or that an important governmental principle is at issue and KVCS desires to assume its own defense. The provisions of this Section shall survive the expiration or termination of this Agreement.

11. **Force Majeure.** In the event ASD is unable to provide the services as specified in this Agreement because of any act of God, civil disturbance, fire, riot, war, terrorism, picketing, strike, labor dispute, labor shortages, pandemic, epidemic, fuel shortage, interruption to power or communication grid, governmental action or any other condition or cause beyond ASD's control, KVCS shall excuse ASD from performance under this Agreement until ASD is able to resume operations.

12. **General Provisions.**

12.1. **Notices.** All notices required or permitted to be given under this Agreement shall be in writing and shall be given by one of these three methods:

1. By certified or registered mail, postage paid with return receipt requested (deemed delivered two days after mailing, if properly addressed).
2. By private courier, prepaid (deemed delivered on the date that the courier warrants that delivery will occur).
3. Personally (deemed effective when delivered).
4. By email to the email address of the recipient party which email address has been used between the parties within the prior three months prior to sending, or is currently published on the recipient party website at the time of sending the email.

Unless a party changes its address by giving notice to the other party as provided herein, notices shall be delivered to the parties at the address set forth on the signature page of this Agreement.

12.2. **Integration; Amendments; No Waiver.** This Agreement constitutes the entire agreement of the parties relating to the Services. There are no promises, understandings, terms, conditions, obligations, or warranties other than those contained in this Agreement. This Agreement supersedes all prior communications, negotiations, representations, drafts, or agreements, oral or written, between the parties relating to the subject

matter of this Agreement. This Agreement may not be amended except in writing executed by both parties. No provision of this Agreement shall be deemed to have been waived unless such waiver is in writing signed by the waiving party.

12.3. **Severability.** Any provision of this Agreement that is deemed invalid or unenforceable by a court of law shall be ineffective to the extent of such invalidity or unenforceability, without rendering invalid or unenforceable the remaining provisions of this Agreement.

12.4. **Assignment; Binding Effect; No Rights of Third Parties.** ASD shall not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of KVCS, and any such attempted assignment or transfer shall be void. KVCS will not unreasonably withhold its consent to an assignment. This Agreement shall be binding upon and inure to the benefit of the parties and their successors and approved assigns, if any. This Agreement does not create any rights in third parties (including the 509J Philomath School District) who may be affected by ASD's performance of the Services.

12.5. **Governing Law.** This Agreement shall be governed by the laws of the State of Oregon.

12.6. **Dispute Resolution.** In the event a dispute shall arise between the parties to this Agreement, the parties agree to participate in at least four hours of mediation. The parties agree to share equally in the costs of the mediation. Should the mediation fail and further action (or arbitration) arising out of or related to this Agreement is brought by either party, the prevailing party shall be entitled to recover from the losing party the costs and reasonable attorney fees it has incurred, including those incurred in arbitration, at trial, and in any appeal and review; provided, however, that if such costs and fees include a fee determined on a contingency or similar basis, then the contingency or similar fee must be reduced to a reasonable fee computed on the basis of an hourly rate or similar basis.

12.7. **Sexual Misconduct Training**. The ASD shall perform a sexual conduct verification process through ODE to the extent that the ASD's employees, officers, volunteers or agents will have or are likely to have, direct, unsupervised contact with students. The ASD acknowledges and agrees to perform this search to verify whether the Department has an ongoing investigation or has a substantiated report relating to the conduct of any of the ASD's employees, officers or agents. All of ASD's contractors are required to report any known or suspected incidents of child abuse and sexual harassment. If there are reports or allegations of sexual conduct or child abuse involving one of the ASD's employees, officers, volunteers or agents, the ASD agrees to immediately comply with KVCS's requests for removal of such person. The ASD will cooperate in any investigation being conducted by KVCS, law enforcement, Oregon Department of Human Services, ODE, and/or Oregon Teacher Standards and Practices Commission. Each of the ASD's employees, volunteers, agents, or subcontractors that will be providing services under this Agreement will be required to successfully complete sexual misconduct training

12.8. **Background Checks and Parental Supervision**. Oregon law requires that all prospective employees or other volunteers, not licensed by the Oregon Teachers Practices and Standards Commission ("TPSC"), submit to fingerprinting and a criminal background check (a "Background Check") to the extent that such employees or volunteers will have, or are likely to have, direct, unsupervised contact with students. "Direct, unsupervised contact" with students is defined for these purposes as any contact with students that provides the instructor or other employee the opportunity and probability for personal communication and/ or touch when not under direct supervision. ASD hereby represents and warrants that all of the teachers,

other staff under its employ and volunteers or others allowed to provide instruction to a student or have direct unsupervised contact with students, have or will have submitted to and successfully passed any Background Check contemplated by ORS 326.603/ OAR 581-021-0511, or any other law that would allow teachers or others to have direct, unsupervised contact with students. The ASD further represents and warrants that no teacher or other adult that is employed or is volunteering for the ASD following the execution of this Agreement may have direct, unsupervised contact with students until that teacher, employee or volunteer successfully passes any Background Check contemplated by ORS 326.603/ OAR 581-021-0511, or any other law that would allow teachers, staff or volunteers to have direct, unsupervised contact with students. The ASD understands that the ASD's failure to abide by this requirement will result in immediate termination of this Agreement without further compensation

12.9. **Attorneys Fees**. In the event any action, suit, arbitration or other proceeding shall be instituted by either party to this Agreement to enforce any provision of this Agreement or any matter arising there from or to interpret any provision of this Agreement, the prevailing party shall be entitled to recover from the other a reasonable attorney fee to be determined by the Court or arbitrator(s). In addition to recovery of a reasonable attorney fee, the prevailing party shall be entitled to recover from the other costs and disbursements, including all costs of arbitration and the arbitrator(s) fees, and expert witness fees, as fixed by the Court or tribunal in which the case is heard. In the event any such action, suit, arbitration or other proceeding is appealed to any higher court or courts, the prevailing party shall recover from the other a reasonable attorney fee for prosecuting or defending such appeal or appeals, in addition to the reasonable attorney fees in the lower court or courts or arbitration proceeding, such fee to be determined by the appellate court or lower court or arbitrator, as the appellate court may determine. In addition to recovery of a reasonable attorney fee on appeal, the prevailing party shall be entitled to recover from the other costs and disbursements and expert witness fees as fixed by the appellate court. All costs and disbursements which may be awarded pursuant to this paragraph shall bear interest at 9% per annum from the date of entry of a court judgment.

EXECUTED this ____ day of _____, _____.

Alsea School District	**Kings Valley Charter School**
Signature:_____	Signature:_____
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

6. **Old Business**
7. **First Reading *(Shaded words are new/strikethroughs are deleted)**
8. **Second Reading**
9. **Third Reading**

a. BBAA - Board Member's Authority and Responsibilities

OSBA Model Sample Policy

Code: BBAA
Adopted:

Board Member's Authority and Responsibilities

An individual Board member exercises the authority and responsibility of their position when the Board is in a meeting which is being held in accordance with Oregon's Public Meetings Law. A Board member has the authority to act in the name of the Board only when authorized by a specific Board motion. The affirmative vote of the majority of members of the Board is required to transact any business.

When authorized to act as the district's designated representative in collective bargaining, a Board member may make and accept proposals in bargaining subject to subsequent approval by the Board.

Board members may speak on behalf of the Board or district only when specifically authorized to do so. Any other statements do not represent the position of the Board or district. When expressing personal opinions in public, Board members are encouraged to clearly identify the opinions as their own.

All Board members shall maintain awareness of relevant district information and participate in Board functions and professional Board development activities.

All members of the Board will adhere to the following in carrying out the responsibilities of membership:

1. Request for Records

   Any individual Board member who desires a copy of an existing record may make such a request to the superintendent. Requests involving confidential records or significant staff time will be referred to the Board for approval.

2. Requests for Legal Opinions[1]

   Requests for legal advice or opinions by a Board member that will incur a cost for the district must be approved by a majority vote of the Board before the request is made to legal counsel. The Board chair is authorized to obtain legal advice or opinions if advantageous to do so prior to the next meeting (e.g., advice regarding an executive session or a decision to invite district legal counsel) without a need for Board approval. Legal counsel is responsible to the Board.

3. Action on Complaints or Requests Made to a Board Member

   When a Board member receives complaints or requests for action from staff, students or members of the public, the Board member will direct the staff, students, members of the public to the public

[1] Consider how board members obtain legal advice and whether a cost is associated with that. Does the Board want individual board members to be able to contact attorneys at PACE or OSBA (no bill accrued) on their own, or does the Board want them to get Board approval first? Do you want individual Board members to be able to contact attorneys that will bill the district on their own, or do you want them to get board approval first?

complaint policy Board policy KL – Public Complaints. Such information will be conveyed to the superintendent. An individual Board member is not authorized to independently act on complaints.

4. Board Member's Communication with Administration

No individual Board member may direct the superintendent or other staff to action without Board authorization. No Board member will intervene in the administration of the district or its schools.

5. Contracts or Agreements

All district contracts must be approved by the Board, unless otherwise delegated by the Board to the superintendent or designee for approval before an order can be drawn for payment. If a contract is made without authority of the Board, the individual making such contract shall be personally liable.

6. Visits to Schools

A Board members may visit schools in accordance with Board policy BG – Board–Staff Communications.

7. Public Meetings Law

All Board members will comply with Public Meetings Law, including participating in an approved[2] training at least once during each term of office[3].

8. Mandatory Reporting

A Board member having reasonable cause to believe that any child with whom the Board member comes in contact has suffered abuse or that any person with whom the Board member comes in contact has abused a child shall immediately make an oral report or cause an oral report be made to Department of Human Services[4] or local law enforcement.

9. Oregon Ethics Laws

All Board members will adhere to Oregon Government Ethics laws, including filing the statement of economic interest as required by Oregon Revised Statute (ORS) 244.

10. Confidential Information

All Board members will not disclose confidential information received as part of Board service.

11. Other Laws, Policies, Agreements and Procedures

All Board members will follow all laws, Board policies, working agreements, and any other procedures established by the district.

PROPOSED

[2] Approved by the Oregon Government Ethics Commission.

[3] Training is only required for districts with annual fiscal expenditures of $1M or more. See ORS 192.700.

[4] (855) 503-SAFE (7233)

END OF POLICY

Legal Reference(s):

ORS 192.311 – 192.478
ORS 192.610 – 192.705
ORS Chapter 244
ORS 332.045
ORS 332.055
ORS 332.057
ORS 332.075
ORS 332.107
ORS 419B.010

38 OR. ATTY. GEN. OP. 1995 (1978)
S. Benton Educ. Ass'n v. Monroe Union High Sch. Dist., 83 Or. App. 425 (1987).

PROPOSED

10. **Board Comments**
11. **Future Agenda Items**
12. **Key Dates**

July 20-August 13 - Summer Learning
August 10 - Regular School Board Meeting @ 6:00